

MAYOR
Hal J. Rose

DEPUTY MAYOR
Andrea Young

COUNCIL MEMBERS
Pat Bentley
Adam Gaffney
Bill Mettrick
Barbara A. Smith
John "Coach" Tice



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REGULAR CITY COUNCIL MEETING

MINUTES

July 18, 2017

1. CALL TO ORDER

Mayor Rose called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENT MEDITATION

Mayor Rose led the Pledge of Allegiance followed by a moment of silence.

3. ROLL CALL

Present: Mayor Hal J. Rose, Deputy Mayor Andrea Young, Council Members Bill Mettrick, Pat Bentley, John "Coach" Tice, Barbara A. Smith and Adam Gaffney.

Also present: City Manager Scott Morgan, City Attorney Morris Richardson, Deputy City Manager/Capital Projects Director Keith Mills, Planning and Economic Development Director Christy Fischer, Finance Director Margi Starkey, Project Manager Brian Mascher, Public Works Director Mark Piccirillo, IT Director Tom Bradford, Recreation Manager Rich Boprey, Human Resource Specialist Kimberly Gale, Police Chief Rick Wiley, City Clerk Sue Frank, and other members of the public.

4. PRESENTATIONS/PROCLAMATIONS/INTRODUCTIONS

Introduction of New Employees

City Clerk Sue Frank introduced Records Technician Yurrie Robinson; Recreation Manager Rich Boprey introduced Recreation Assistant Joni Gagnon and Recreation Worker Kelley Davis; Public Works Director Mark Piccirillo introduced Public Works Maintenance Worker Donald Gagum and Crew Leader Sean Morrisson; and Police Chief Rick Wiley introduced Police Officers Adam Phelabaum and John Lacey.

Comprehensive Annual Financial Report

Finance Director Margi Starkey and Yvonne Clayborne of Carr, Riggs and Ingram presented the Comprehensive Annual Financial Report as of September 30, 2016.

Motion made by Council Member Mettrick to receive and file the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended September 30, 2016, seconded by Council Member Bentley – motion carried 7-0.

Presentation on the Minton Road Town Center Final Report Authored by the East Central Florida Regional Planning Council

Planning and Economic Development Director Christy Fischer presented the findings on the Minton Road Corridor and Town Center from the East Central Florida Regional Planning Council.

Council discussion included that the report was a suggestion and Council could do some or none of the recommendations. Minton Road probably would not be widened to six lanes. When St. Johns Heritage Parkway opens, possibly ten percent of the Minton Road traffic would be diverted. Florida Power & Light did install hardened poles along Minton for future lighting.

5. PUBLIC FORUM

Mr. Scott Smith, Mr. Justin Lauer, Ms. Lanete Kaiser, Ms. Lisa Rider and Ms. Lisa Steele spoke against completing the Doherty Drive extension behind Heritage Oaks Subdivision.

Mr. Michael Moore spoke in favor of extending Doherty Drive.

6. CONSENT AGENDA

Motion made by Council Member Mettrick to approve the following consent agenda items, seconded by Deputy Mayor Young – motion carried 7-0.

- Approve the Regular City Council meeting minutes for Tuesday, June 20, 2017.
- Approve the agreement with the School Board of Brevard County to assign a School Resource Officer to Central Middle School for a period of not more than 180 days during the 2017-2018 school year.
- Reject the sole bid proposal from Eau Gallie Electric for replacing the incoming 15KV Power Supply Switch at the Wastewater Treatment Plant.
- Accept the dedication of the water distribution system and sanitary sewer system improvements and public utility easement for 2350 Minton Road (Shoff Office)

and authorize the City Manager to set an effective date and to sign the Bill of Sale and Public Utility Easement.

7. ACTION AGENDA

Establishment of Proposed 2017-2018 Millage Rate for Public Hearing Advertisement

Council discussion included that some municipalities do not have a utility user tax. Based on last year's information, the approximate tax amount for the average homeowner amount would be \$392.03 if the City had a fire department.

Motion made by Council Member Mettrick to establish a proposed millage rate of 2.4633 per thousand dollars of taxable value for the purposes of advertising a September 5, 2017, public hearing to consider adopting a tentative 2017-2018 budget and proposed millage rate for 2017-2018, seconded by Council Member Tice –

Additional discussion included that the taxable value went up almost eleven percent (11%) since last year and the additional tax revenue would be limited by the Save Our Home initiative. The average increase per household would be between four and five dollars for the year.

Motion carried 7-0.

Digester #2 Cleaning

Motion made by Council Member Mettrick to award the contract to SynaGro, in the amount of \$97,500.00, seconded by Council Member Bentley – motion carried 7-0.

Garrett's Run Force Main Replacement Project

The force main replacement would run south along Wickham/Minton Road from South Road to approximately Meadowlane Road.

Motion made by Deputy Mayor Young to award the bid for the Garrett's Run Force Main Replacement Project to DBE Management, Inc., d/b/a DBE Utility Services in the amount of \$477,795, seconded by Council Member Mettrick – motion carried 7-0.

West Melbourne Community Park Phase 2B Project

The lighting for night use of the skatepark was included in the skatepark project. There was a grant involved for the West Melbourne Community Park improvements. Irrigation for the park was also included in this phase.

Motion made by Council Member Bentley to award the bid, including Alternate #1, for the West Melbourne Community Park Phase 2B Project to W & J Construction

Corporation in the amount of \$2,765,422.04, seconded by Council Member Tice – motion carried 7-0.

Resolution No. 2017-20 Establishing the Airport Zoning Commission

City Attorney Richardson informed Council that an Airport Zoning Commission would need to be appointed. He recommended appointing the Planning and Zoning Board members to this Commission and that there should not be too many meetings that would involve this Commission.

Council discussion included that the Council liaison for the Planning and Zoning Board would also be the liaison for this Commission. There would not be any separate meetings for the Commission. They would meet on the same night as the Planning and Zoning Board.

Motion made by Council Member Gaffney to adopt Resolution No. 2017-20, establishing the Airport Zoning Commission and appointing the Planning and Zoning Board to serve as the Airport Zoning Commission, seconded by Council Member Tice – motion carried 7-0.

City Attorney Contract Extension

Council discussion included discussion of a raise would take place during the annual review. City Attorney Richardson was satisfied with the terms of the amendment to his contract which included the authorization to accept occasional limited compensated services that may be offered to him by other public agencies subject to his advance notification to the Mayor and Council Members.

Motion made by Council Member Bentley to approve Amendment No. 2 to the employment agreement with City Attorney Morris Richardson to provide for a five year contract extension, and authorize the Mayor to execute the Amendment on behalf of the City Council, seconded by Council Member Gaffney – motion carried 7-0.

Combine the Parks and Recreation Departments

Council discussion on combining the Parks Department and Recreation Department into one department included that the City would need to be ready with personnel before the additions to the West Melbourne Community Park were completed. The Parks Department would have more direction and beautification of the parks could be improved. The City was growing and the new park should be busy in the next couple of years. The workload of the personnel would be increased. These departments used to be one. Currently the Parks Department was a five man crew and there would be a new custodian hired. The City had adequate equipment. Human Resources should research an appropriate salary for the Parks and Recreation Director. The City Manager could make the change to combine the departments. A resolution would be

needed to reclassify the position from Recreation Manager to Parks and Recreation Director. The Director would assign the workload to the employees.

Annual Review of City Manager's Performance

Senior Administrative Assistant Tammy Neal would be scheduling individual meetings with Council Members and City Manager Morgan to discuss concerns from the annual review.

Discussion included City Manager Morgan appreciated the comments that Council had made on the review. Council would like to see some feedback from the employees and a self-evaluation from Mr. Morgan.

Motion made by Council Member Mettrick to review the results of the City Manager's Annual Performance Evaluation and, by motion, accept the summary results, seconded by Council Member Gaffney –

Additional discussion included amending the motion to include a four percent (4%) raise for the City Manager.

Council Member Mettrick and Gaffney agreed with the amendment to the motion.

The amended motion was to accept the summary results of the Annual Performance Evaluation and to include a four percent (4%) raise for the City Manager - motion carried 7-0.

8. MANAGEMENT REPORTS

Chief of Police

Police Chief Wiley presented the June 2017 Police Department statistics. The report included that the Department participated in Active-Shooter training. The pursuit policy was being reviewed, the department would be training on PIT (Pursuit Intervention Technique) maneuvers. National Night Out on August 1, 2017 should be well organized. Eleven homeowner associations would be participating. The calls for service had been increasing. Officer Joe LaRosa was picked for the top award during his training in Miami for a medium-sized agency. The plans for the police department expansion had been submitted to the Building Department for review.

9. CITY COUNCIL REPORTS

Council Member Pat Bentley reported that he had attended the Space Coast League of Cities dinner and the Promise in Brevard event.

Deputy Mayor Andrea Young reported that she had spoken to several residents in Manchester Lakes regarding the builder burning debris. The builder did have a burn

permit. There had been some illegal dumping taking place in that area. She thanked Code Enforcement for continuing to pick up signs and thanked the Public Works Department for the canal cleaning that had been taking place.

Council Member John "Coach" Tice reported that the problem with the light at the fountain was the timer. He thanked Deputy City Manager/Capital Projects Director Keith Mills for staying on top of all current projects.

Council Member Barbara A. Smith reported that the new starting time for the Space Coast TPO meetings would be at 3:00 p.m. At the last TPO meeting there was discussion on extending Pineda Causeway to Orlando. The St. Johns Heritage Parkway should open prior to November. There were funds in place for the new Ellis Road exit, but not for extending St. Johns Heritage Parkway to Ellis. The TPO reported that funding for eleven projects was in place and the Hollywood at U.S. 192/New Haven Avenue intersection improvements was number two on the list. A presentation for new Christmas decorations would be made during the August 15, 2017 meeting. She thanked the Public Works, Human Resources and Finance Departments for their hard work.

Council Member Adam Gaffney reported that the demolition for the City Hall renovations was almost complete and sheetrock should be installed in the next few weeks. He also attended the Promise in Brevard event.

Council Member Bill Mettrick thanked Finance Director Margi Starkey for the good work that was done on the annual financials. He also stated that the Council had faith in the performance of the City Manager.

Mayor Hal J. Rose stated that he had attended the Civilian-Military meeting, several launches, the HealthFirst ribbon cutting, Chamber events, Space Coast League of Cities dinner and the Promise in Brevard event. He had participated in a Mayor's Roundtable in Orlando for Channel 13 as part of the "Political Connections" segment.

Additional comments included the plans to address the Wood Haven flooding issue should be presented at the next meeting. The City was still waiting on an interlocal agreement from the County regarding the maintenance of the medians on Minton Road and the City was responsible for picking up the trash at the new bus shelters.

10. ADJOURNMENT

There being no further business, Mayor Rose adjourned the meeting at 9:50 p.m.



Sue Frank, City Clerk





Hal J. Rose, Mayor