

TOWN OF BROOKER
REGULAR MONTHLY COUNCIL MEETING
APRIL 14, 2015

Present: Joe Tolleson, Pam Johnson, Gene Melvin, John Maines, Charlene Thomas.
Absent: Doug Hayes, Blake Hamilton, Tony Stalnaker
Community: Curtis Clark, Brian Melvin - B.C.S.O.

Meeting called to order by Gene Melvin, Mayor.
Pledge of Allegiance!

A motion was made by Joe Tolleson to approve the minutes as presented from the February 10th meeting. Seconded by Pam Johnson. Motion passed.

No meeting was held in March due to not having a quorum present at the March 10th meeting. Gene Melvin and Joe Tolleson read Oath of Office before clerk on March 10th. Doug Hayes will be sworn in when he returns.

First Order of Business:

Election of Mayor and Vice-Mayor for 2015/16

A motion was made by Pam Johnson to elect Gene Melvin as Mayor. Seconded by Joe Tolleson. No more nominations. Motion passed.

A motion was made by Joe Tolleson to elect Pam Johnson as Vice-Mayor. Seconded by Pam Johnson. No more nominations. Motion passed.

Next Order of Business:

Resolution 2015-01. This resolution modifies water rates. A motion was made by Joe Tolleson to read and adopt by title only. Mr. Maines read Resolution 2015-01. Seconded by Pam Johnson. Discussion called for. Motion passed.

Curtis Clark - citizen:

He came before council asking what he needs to do so he can complete his building in his backyard? A stop work order was issued by Bradford County Building/Zoning because Mr. Clark did not check with town before he started building to get setbacks. The building should have been 10' off of property line and the building is only 4 ½'. There was some concern about the water running off of his building and going in the adjacent neighbors yard. He met with Gene Melvin, Mayor, before this meeting and Mr. Melvin advised him to check with adjacent property owners to see what they could work out on water running on their property. Curtis said he was going to put a drainage pipe on building so water would stay on his side. The neighbors, Wade & Renee Huggins, were okay with that. Curtis was asked if he could move the building? He said it could be but he wasn't sure how to do it without tearing up what he had already built. Mr. Maines said the proposed structure has to be in compliance with our Land Development Regulations. He suggested we contact the North Central Florida Regional Planning Council and talk with Sandra Joseph on this. We need to find out if the building can be completed even though setbacks aren't met according to our L.D.R.'s. Also, can council approve this without following L.D.R.'s? A variance was mentioned unless it is prohibited. Charlene Thomas said she would contact Sandra Joseph and report back. Mr. Maines advised

Mr. Clark that this could take several months before an answer is reached. The clerk will let him know what she finds out.

Fire Department - absent

Town Clerk - Charlene Thomas:

1. Past due water report for March and April were presented. Still out \$380.69 March and \$307.24 April.
2. Revenues and Expenditures for February and March were presented to council for review.
3. Information on online Ethics Training Class that elected officials are required to take was presented. The cost is \$35.00 to do online. Council was told to make sure they get a certificate of completion. I did check with Brad Million to see if town could pay the \$35.00. He sent me an email regarding Ethics training. He indicated the first sentence indicates that the Town is not required to pay the cost. It doesn't say that it cannot pay so it looks ok for the Town to pay. Council did not take any action on this. Each council member will pay it themselves. I am attaching this email to minutes.
4. We need to get a web site for the Town of Brooker. Effective October 1, 2011, Legislature revised various provisions of law applicable to local government financial reporting requirements. We are required to post tentative budgets and final adopted budgets on web site. I received a quote from Nathan Thornton, The NET Group Online, Inc., in the amount of \$4500.00. I contacted the Town of LaCrosse and they had Rick Lyons set up their web site. I contacted him and the cost is \$500.00. A motion was made by Pam Johnson to go ahead and get Rick Lyons to set up web site. Seconded by Joe Tolleson. Motion passed. Windstream will be the host. The clerk will get with Rick Lyons and get this started.
5. Our Land Development Regulations were never officially adopted by Ordinance. I have been working with the North Central Florida Regional Planning Council on this. I located invoices where we paid Terence Brown, P.A., for Comprehensive Plan work in 1991 and 1992. Also, the town entered into a contract with Department of Community Affairs Local Government Land Development Regulations Assistance program. Terence Brown worked with town council on this work. An ordinance adopting the Land Development Regulations was never passed or presented. We cannot locate a copy in our files. The Planning Council is preparing an Ordinance for us to adopt. At the May 12th meeting we will have a P&Z meeting first and followed by a Public Hearing for first reading. The final adoption of our LDR's will be on June 9th. The planning council will do the advertising for us. Due to this finding Mr. Maines advised council that Curtis Clark will be allowed to complete his building due to us not having an adopted Ordinance on file. A motion was made by Pam Johnson authorizing clerk to contact building/zoning department and let them know Curtis Clark can finish building and to remove stop work order. Seconded by Joe Tolleson. Motion passed. Curtis will have to get a building permit for this building. Clerk will contact Curtis and let him know he can finish building.
6. Copies of the bid for mowing was given to council to look over. A.J.'s contract is up July 2015. Since Blake Hamilton has not been attending meetings someone will have to do the pre-bid tour at the end of June or 1st of July. At the May meeting a date will be decided.
7. Copies of Article 3 from the Charter addressing the Town Council was given to council. Under Section 3.04 (B) Forfeiture of Office was discussed. It says if a council member fails to attend three (3) consecutive regular meeting of the council without being excused by the council

they forfeiture the office. The last meeting Blake Hamilton attended was April 15, 2014. The last meeting Doug Hayes attended was December 9, 2014. Blake Hamilton's term is up February 2016. Qualifying will be in December 2015 for his seat. John Maines felt like we should start counting Doug's time effective with the February 2015 election date. He has missed March and April so far. One more missed meeting and he forfeits the office. John suggested the clerk contact Terry Vaughan, Supervisor of Elections, and see if he is still considered a voter in Brooker. Also, it was suggested clerk contact Doug Hayes and find out if he is coming back. She said the last time she called him he did not return her call. Also, his father, Wayne Hayes, told the clerk he hasn't talked with Doug either, but has spoke with Doug's daughter and he has had several surgeries.

8. She mentioned to council about high water usage at Mitch Durrance's mobile home at Mann's trailer park. His March bill showed he used 24,190 gallons of water. On March 18th his meter was read and he had used 36,790 gallons of water. A letter was sent to him advising him of this and that he might want to look for a leak. He came by city hall and was mad because of the high bills. He was advised he needed to look for a leak and fix it. The Town is not responsible from meter to his house. He said he would contact T.J. Mann and have him dig up line. Also, he indicated a septic tank truck had run over his line, but he had fixed it. Council was advised they might receive a call from him on this.

Water Department - Gene Melvin:

1. Clerk reported that Bernard Carter got her to order a replacement pump.

Road/Streets - Joe Tolleson:

1. He mentioned on School Street the road is busted up from the School Bus and Garbage Truck going down this road.

Old Business:

We did receive the February & March statistics report and calendar from B.C.S.O.

New Business:

1. A letter of support was sent to Bradford County for the EMS matching grant application. We need a motion and second on this letter. A motion was made by Joe Tolleson and seconded by Pam Johnson. Motion passed.

2. Rep. Charles Van Zant plans to host a Town Hall meeting on Monday, July 13th at 7:00p.m. at Community Center.

Checks approved: 5938 - 5953, 4830 - 4839

A motion was made by Joe Tolleson to approve the bills. Seconded by Pam Johnson. Motion passed.

A motion was made by Gene Melvin to adjourn. Time: 8:19p.m.

C.E. (Gene) Melvin, Mayor

Charlene Thomas, Town Clerk