

TOWN OF BROOKER
REGULAR MONTHLY COUNCIL MEETING
APRIL 14, 2026

Present: Joe Tolleson, Gene Melvin, Chris Caldwell, Linda Bennett, Randy Starling,
Charlene Thomas, John Maines – Zoom
Community: Maria Geer, Carol Moseley

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 March 10th council meeting. Seconded by Chris Caldwell. Motion passed.

Carol Moseley: ICE Detention Project

She reported Sheriff Gordon Smith is asking the County Commissioners to turn over the proposed ICE detention center building (Douglas Building) to him. She presented a letter from OM Imports that was sent to County Commissioners concerning the intent to lease the property. Also, she gave the Town Council a Resolution to consider. The Mayor instructed the Town Clerk to forward this to our Attorney for review before presenting it to the Town Council.

John Maines – Attorney: Nothing to report

Charlene Thomas – Town Clerk:

1. Past due water report passed out. Still out \$210.88
2. I received a note from Jordan Davis saying she had talked with Mr. Gene Melvin on February 24th and he advised her all she had to do to clear up Zoning application information was to pay the \$25.00. I did send her a letter back explaining what I needed before this can be closed out. I explained to the Town Council a zoning certification letter consist of 911 address, tax parcel number, drawing of what you want to do on your property, and person applying for permit from Bradford County. Once I receive the above information along with the \$25.00 fee I will make sure it meets our set back regulations before submitting to the Bradford Building/Zoning department. If I am not sure if it will fit then I contact the North Central Florida Regional Planning Council and ask them to look at it and advise me. I ask that if you have anyone ask you about putting something on their property to please have them contact Town Hall.
3. Quit Claim deed was signed and recorded for the sell of the Old Fire Station. Tommy Hamilton paid the \$12,500.00 for the Fire Station building and property. I deposited the funds in the Fire Fund account. I did cancel the insurance on the buildings.
4. I advertised for an Auditing Firm for the 2025/26 year end. Proposals are due back by April 20th.
5. I sent Journey Communications an invoice for water used from our non-potable well in the amount of \$228.35.

6. CDBG – We have three applicants who filled out an application. Heather Hardin, Tony Jones, George Washington. Brenda Suggs withdrew her application. Andy Easton is reviewing the applications.
7. We received the \$552,120.00 check for the new Fire Truck. Waiting on Ben Carter to send me an invoice on this so we can pay for Truck when it is ready. The truck will be delivered to us. Ben said it will be ready in a couple of weeks. The Town council did say they would like for the Truck to be parked at Town Hall for a couple of days for everyone to see. Ben Carter said this will be no problem.
8. Contacted Pat Welch, Surveyor, concerning replat of property. He said it should be ready in a couple of days. I will call him on Monday and if it is not ready then I will tell him we will get someone else to do this work for us.
9. Taylor'd A/C will be here on Wednesday to clean coils and check out our A/C units.
10. Meeting with Brad Witt, Jason Dodds, on Wednesday April 22nd concerning the required pre-authorized Disaster Debris Management Site (DDMS) annually. MOU with county?
11. M&R Construction brought me an invoice in the amount of \$46,000.00. I sent it to Ben Carter. He said we can't ask for the funds until the agreement is signed tonight and forwarded to Division of St. Fire Marshal. (Lauren Tingle)
12. 1st Budget amendment – General Fund
 We received the \$1600.00 invoice from Terry McCarthy for pine tree removal at new Fire Station location. We did not have a line item on the Budget to cover this expense. I added Fire-Other Current charges to the expense side in the amount of \$1600.00. I took \$500.00 from Fire Repair & Maintenance and zeroed this out and took \$592.55 from Fire Utility leaving it with a \$7.45 balance. The total was \$1092.55. I needed \$1600.00 so I added \$507.45 to the Revenue side under Cash Carryover. This will change the budget total on the General Fund side from \$193,407.00 to \$193,914.45.
 A motion was made by Chris Caldwell to do this budget amendment. Seconded by Linda Bennett. Motion passed.
13. Went over Revenues and Expenditures for March 2026.

Water Department – Gene Melvin:

1. Clerk contacted him about no water available at the non-potable well. She was told to contact Durrance. Clerk heard back from Durrance and he said it was probably a fuse that needs replacing. Clerk advised Gene Melvin and he replaced the fuse.

Sanitation, Road/Streets: Nothing to Report

Recreation/Parks – Linda Bennett:

1. Chris Caldwell contacted Town Clerk about the water fountains not working at Park, baseball field and tennis court. He said he would contact Josh Davis and have him check them. The Clerk reported Josh did come out and fix them.
2. Gene Melvin reported lights are being left on at tennis court and baseball field.

Ground Maintenance/Mowing – Joe Tolleson:

1. He reported this month they will start mowing twice a month.

Old Business:

1. Bradford County has not cut back limbs behind Community Center. The Town Clerk was asked to mention this to Jason Dodds when he comes for meeting on Wednesday.
2. At the last meeting Ben Carter reported we will have \$110,000.00 left over after the purchase of the Fire Truck. He said he could get quotes for items we could purchase with the remainder of the funds. Council took no action on this at last meeting. Funds have to be spent by June 30, 2026. A motion was made by Randy Starling we go ahead and ask Ben Carter to get quotes for accessories that we need. Seconded by Chris Caldwell. Motion passed. Clerk will pass this on to Ben Carter.

New Business:

1. Town Clerk ask about the water meter on the property where new Fire Station will be located. Mayor Melvin said water is being used. We need to set up an account and start paying for water being used.
2. Mayor Melvin mentioned a light pole has been installed on above property. Town Clerk said she will check with Ben Carter about this.

Checks approved: GF = 8829-8848, WF = 6312 – 6322

A motion was made by Chris Caldwell to pay the bills. Seconded by Linda Bennett. Motion passed.

A motion was made by Gene Melvin to adjourn. Time 7:55p.m.

Cecil E. (Gene) Melvin, Mayor

Charlene Thomas, Town Clerk