

TOWN OF BROOKER
REGULAR MONTHLY COUNCIL MEETING
DECEMBER 12, 2023

Present: Linda Bennett, Charlene Thomas, Steve Acree, Chris Caldwell, Joe Tolleson,
Gene Melvin.
Community: Terry Thomas

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 November 14th meeting. Seconded by Steve Acree. Motion passed.

Bid Opening – Class “C” Operator

Two bids were received by the Town Clerk.

- (1) Bernard Carter - \$920.00 for listed services, \$80.00 reports. Total \$1000.00 monthly
- (2) U.S. Water Services Corporation – Total for month - \$912.84

After much discussion the Town Council decided to go with Bernard Carter. He has done a great job for the Town. A motion was made by Chris Caldwell to award bid to Bernard Carter for two years. Seconded by Linda Bennett. Motion passed
Bid will be from January 2024 through December 31, 2026.

Resolution 2023-04 – Modifying Connection Charges

A motion was made by Linda Bennett to enact and read by title only. Town Clerk read the Resolution. Seconded by Joe Tolleson. Motion passed.

Attorney – John Maines – zoom

Mr. Maines mentioned to council that starting January 1st the council will no longer fill out Form I Statement of Financial Interest but will be required to file Form 6. Form 6 is called Full and Public Disclosure of Financial Interest. Part A of this form will require you to enter your net worth. If you do not want to file Form 6 as an elected official in the future then you will need to resign tonight as a council member. You will still be required to file a Form 6 for 2023 in 2024. Forms will be required to be filled by July 2024. A copy of a 2021 Form 6 was made available to each council member for review. This form will be required to be filled electronically. 2022 Form 6 Instructions were also provided. Town Clerk did speak to Commission on Ethics concerning Form 6. Town Clerk will be checking with each councilmember to make sure she has an updated email address.

Fire Department – Joe Tolleson:

Modular Building donated to Fire Department from Bradford County was discussed. Since we no longer have a fire department the council would like for the building to be given back to county and have it removed. Town Clerk will contact Ben Carter and see if he check into this.

Town Clerk – Charlene Thomas:

1. Past due report passed out. Still out \$243.66. She reported that Brooker Community School has been on the past due list for the last several months. I contacted the School and was told that the bill was scanned and sent to Accountant for payment. I told them that the bill is due by the 20th of each month. I was told that it was out of their hands and I needed to call their Accountant. I advised them that wasn't my job. They would need to find out why its not being paid on time. The council was asked if they no anyone on the board they might want to let them know their bill isn't being paid. Gene Melvin said he would contact Patsy Pullen.
2. ARPA funds still have \$2283.14 in account. We have \$3000.00 set aside for new Community Center doors. I will contact Vince Robinson about doors.
3. Election papers are ready to be picked up. Linda Bennett and Chris Caldwell seats are up for re-election. Election will be February 13, 2024. Qualify dates are December 18th, 20th and 22nd.

Accounting Clerk – Charlene Thomas:

1. Went over Revenues and Expenditures for November 2023.
2. She talked with Annie, Reddish & White on how to fix budget with ARPA and SCOP funds. She said for me to add Revenue for ARPA and then show expenditures. Same way for SCOP. We will need to amend the budget for this balance. This will be handled in January 2024.
3. A bill was received from Bernard Carter for the extra work he had to do on keeping water flowing while Water Tower was being worked on. His bill was for \$1000.00. We spent a total \$4060.50 on this project.
4. Annie, Reddish & White, came out and picked up reports and books so she can start working on the audit.

Water Department – Gene Melvin:

1. He mentioned that Bernard Carter was required by DEP to be at plant everyday while Water Tower repairs were being made. He mentioned in five years when we have to paint inside of tower and empty water we will need to get some financial help. A storage tank needs to be brought in to store water in to supply to customers. This way we want waste all of the water using pressure relief valves.
2. Joe mentioned that Utility Services left some junk on our property. Town Clerk will contact them to have it removed.
3. Joe mentioned that the new gate that was installed on front side of water department is leaning. It was suggested that each council member take a look at this before January meeting.
4. Gene asked if we have heard anything on a Meter grant? Town Clerk will contact Andy and see if he knows anything on this. Doug Sanders has not been working due to surgery.
5. Town Clerk heard from Josh Davis, Swamp Cutters, concerning the location of lead pipes that might have been used on our water system back in 1960. Florida Rural Water Association can help with the project. She told Josh that she had received an email from

Florida Rural Water on this and would check into it. Josh said we could fill out an application and use his company as the Contractor.

Sanitation, Road/Streets, Recreation – Nothing to Report.

Ground Maintenance/Mowing – Nothing to Report.

Community Center – Town Clerk

Three rentals this week.

Town Council:

1. Chris Caldwell mentioned that we might have a sink hole outside of fence down from ballfield going West. Some dirt needs to be hauled in and fill up holes. Jason Dodds with Bradford County Road Department will be contacted.
2. Gene Melvin asked if we have heard from Corporal Glenn Ward, Code Enforcement, concerning the property beside Chris Caldwell. Town Clerk reported she contacted him last month but has not heard back from him. Gene said he was suppose to mail a letter to Lowell Shadd. Town Clerk will contact him and see what is going on with this place and Annette Castner's.
3. Joe mentioned that with all the rain we have had that a tree outside of Playground fence area has uprooted and is connected to another tree. He got with Josh Hall and asked him to send an estimate. The estimate was sent to Town Clerk's personal cell phone and she was unable to print before the meeting. To remove one tree is \$700.00 but Josh said if he removes one the other connected will need to be removed also. A total cost for both trees is \$1300.00. Since council hasn't had a chance to look at this it was suggested that council look at trees before next meeting.

New Business:

Christmas bonus for Town Clerk/Accounting Clerk was discussed. A motion was made by Joe Tolleson to pay Charlene Thomas \$200.00 Christmas bonus. Seconded by Chris Caldwell. Gene Melvin abstained from voting and filled out Form 8B. 4 – yes votes. Motion passed.

A motion was made by Steve Acree to pay the bills. Seconded by Joe Tolleson. Gene Melvin made a motion to adjourn. Time: 8:08p.m.

MERRY CHRISTMAS AND HAPPY NEW YEAR!

C.E. (Gene) Melvin, Mayor

Charlene Thomas, Town Clerk