

Town of Brooker
Regular Monthly Council Meeting
February 14, 2023

Present: Steve Acree, Linda Bennett, Gene Melvin, Joe Tolleson, Chris Caldwell, John Maines, Suzanne McRee, Charlene Thomas
Community: Terry Thomas, Carol Mosley (Bradford Telegraph), Brad Million & Annie Nock (Reddish & White CPAs)

Meeting called to order by Gene Melvin, Mayor. Meeting start time: 7:00 p.m.
Pledge of Allegiance

A motion was made by Steve Acree to approve the January 10th meeting minutes as presented. Seconded by Linda Bennett, Motion passed.

Presentation of Annual Audit – Annie Nock and Brad Million (Reddish & White CPAs):

Mr. Million relayed there were no unexpected audit adjustments and no internal control findings, resulting in a strong audit, staying well within the General Fund budget. Mr. Million detailed the revenues and expenditures within the Water Fund, which were also within the budget. He suggested the Council consider raising the water bill by more than \$1.00 annually or consider an annual transference from the General Fund to the Water Fund, possibly using ARPA funds. There will be a Single Audit requirement this year due to receipt of SCOP Grant funds.

Attorney – John Maines:

1. DEP Consent Order

Attorney Maines outlined the requirements of the DEP Consent Order, which requires a payment of \$1800.00 and participation in an online class. He recommended the Order be agreed to without objection. Joe Tolleson made a motion that the conditions of the Order be accepted. Seconded by Steve Acree, Motion passed. Mayor Melvin did convey his concerns of DEP not understanding the limitations of small municipality (i.e., no “water management team” on payroll).

2. Various Roadway Improvements Contractor Agreement

Andy Easton’s office prepared the contractor agreement and it was submitted to FDOT for their review. Attorney Maines has reviewed (as to form only) and gives recommendation that the contractor’s agreement be executed between the V. E. Whitehurst & Sons, Inc. and the Town of Brooker.

Fire Department – Joe Tolleson:

Nothing new to report.

Town Clerk Report – Suzanne McRee:

1. Past due report was passed out. Still out \$267.80 in overdue accounts.
2. Clerk advised that the water usage for the billing cycle of 12/20 thru 1/20 was high due to the period of hard freeze. Concerns over high bills were addressed with customers and all have confirmed that they had left water running for longer periods of time during these freezes.

3. Fire hydrant/stand pipe project in Shady Oaks began and was completed on Thursday, 2/9/23. There was a brief interruption in water service to Shady Oaks and Mann's Trailer Park so the appropriate notifications were made via our Remind App and the county's EM system for a precautionary boil water notice. Samples were pulled and the "all-clear" was received 2/14/23. The recession notice has been posted.
4. Radar Speed Signs – Everything has arrived with the exception of the poles which are on back order. Should arrive within next 6 weeks. The signs will be placed at the same locations of the current 30 mph signs.
5. Well Installation is underway with Durrance, planning to start next week.
6. Hamilton Custom Services has been on site and provided a quote for site work to include dirt to fill holes in parking area and playground as well as millings around the Community Center, defining the parking area, driveway and overhang. That quote is in excess of the allowable amount, without submitting an Invitation to Bid. A motion was made Joe Tolleson to issue an Invitation to Bid for the project. Seconded by Chris Caldwell, Motion passed.
7. Waiting on bid from Kevin True for painting of Community Center.
8. The Town's new website is nearing completion with photos of council members having been taken on 2/14/23.
9. Clerk relayed that she received a call from Mr. Thomas Ireland, coach of a travel ball team. They will be using the ballfield this Sunday for the next few Sundays for their practice – also doing some cleanup on the ball field. They understand it is on a first come/first served basis.

Bookkeeper – Charlene Thomas:

10. Went over Revenue and Expenditures for the month of January 2023.
11. Received an estimate from Josh Hall to take down the fence at the playground and add 15" of new fence and reinstall fencing. Cost is \$700.00, paid utilizing ARPA funds. A motion was made to accept the estimate from Josh Hall for the cost of \$700.00 by Joe Tolleson. Seconded by Linda Bennett, Motion passed. He cannot replace gates at the Water Department as they are commercial gates. Clerk will call for estimates.
12. Terry Thomas has installed all 911/emergency signs. Five (5) customers were not on the original orders so those five (5) signs were ordered separately at a cost of \$110.00, paid via ARPA funds.
13. Ms. Thomas relayed the need for two (2) loads of dirt at the playground/park. One load was approved, but an additional load to go in the hole once the fence is moved back. Clerk will contact Jason Dodds of Public Works to see if they can provide/deliver the dirt.
14. Terry Thomas is working on installing the see-saw. The Merry-go-Round will be installed after the fence is moved back.

Water Department – Gene Melvin:

1. Mayor Melvin recapped the success of the fire hydrant replacement/installation project in Shady Oaks with praise for Mr. Bernard Carter (water plant operator) and his diligence to the project. Project was completed with minimal interruption.
2. The need to locate water valves that are in the streets prior to the beginning of the repaving project was relayed and the possibility of a locator service for mapping of lines and pipes was discussed. Clerk will follow-up.

Sanitation – Chris Caldwell:

Nothing new to report.

Road/Streets – Joe Tolleson:

Nothing new to report.

Recreation/Parks – Linda Bennett:

Nothing new to report.

Ground Maintenance/Mowing – Steve Acree:

Mowing is taking place as scheduled.

Community Center Building – Mayor Melvin:

Community Center is being rented regularly.

Town Council:

None

Old Business:

ARPA Fiscal Recovery Funds

New Business:

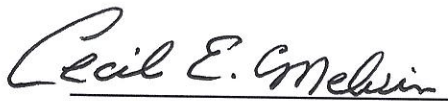
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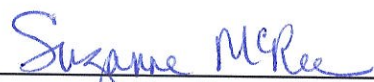
Checks approved: General Fund: 7994-8011

Water Fund: 5841-5849

A motion was made by Steve Acree to approve the bills. Seconded by Linda Bennett, Motion passed.

Gene Melvin made a motion to adjourn. Time: 8:00 p.m.


Cecil E. (Gene) Melvin, Mayor


Suzanne McRee, Town Clerk