

TOWN OF BROOKER  
REGULAR MONTHLY COUNCIL MEETING  
JANUARY 14, 2025

Present: Charlene Thomas, Joe Tolleson, Linda Bennett, Chris Caldwell, Gene Melvin.  
Zoom: John Maines  
Community: Terry Thomas, Glenn Ward

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 December 10<sup>th</sup> meeting. Seconded by Chris Caldwell. Motion passed.

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**Attorney – John Maines:**

Clerk called Mr. Maines before meeting and asked him his thought on whether or not the Town can charge homeowners if they run over the new installed meter and it breaks. She had two calls from homeowners saying water was spewing from meter. Both of these meters had been run over and caused the break. She had to call Swamp Cutters to repair new meter. Mr. Maines advised her to contact Fortiline and see what they suggest. Also, she was told to call other Towns and see what they do. The Mayor asked Mr. Maines about his suggestion on this. He felt like educating the customer on this would be the first step. Council agreed for Town Clerk to send out a letter to each homeowner letting them know about the new meter and the new cut off valve we installed behind the meter. A motion was made by Chris Caldwell to send a letter. Seconded by Linda Bennett. Motion passed. Town Clerk said she would wait until all meters have been changed out before she sends the letter.

**New Fire Department Building – Gene Melvin:**

1. He advised Town Council that he did attend the Legislative Delegation meeting in Starke. All county commissioners supported the need for a Fire Station in Brooker. Brooker was the only Town that had a representative attend. We will have to wait until the next Legislative meeting to see if the House and Senate support the bill. He reported that Jennifer Bradley, Senate, and Chuck Brannan, House of Representatives, felt like this will be funded. No new projects are being funded at this time.
2. The Town Clerk received an email from Ben Carter concerning Fire Station and Equipment: \$850,000.00 to finish the Fire Station  
\$1,000,000.00 total for apparatus  
That would cover \$635,000.00 for a tanker and \$365,000.00 for an ambulance.

**Town Clerk/Accounting Clerk – Charlene Thomas:**

1. Past due water report was passed out. Still out \$362.62.
2. Water meter grant with Suwannee River Water Management District has to be completed by February 28, 2025. Swamp Cutters has removed and installed 127 new meters. We had several meters that were 1". Swamp Cutters is working with Fortiline in replacing 3/4" meters with 1" meters. Swamp Cutters is painting the meters blue and putting a flag by meter to encourage homeowners to not run over meter. We had two

meters ran over and the line was broke. One on 01/06 (Sunday), and one on 01/09 (Night). I called Swamp Cutters both times to come and repair line. Going forward I need to know which council member I need to call when there is a break so they can go and look at break and decide if this is an emergency or if it can wait to the next day before calling Swamp Cutters. (Josh Davis – 352-258-1949). I spoke with Brianna Gleason, Fortiline, about charging homeowners when they break the meter by running over it. She said we should definitely charge but she recommended we ask Swamp Cutters to put dirt back around the meter to pack it. She didn't know of a Town that charges. I was asked by Town Council to contact Josh Davis and see if he will come to the next meeting. The Council would like to see if he would consider having a contract with us and be on call when we have any kind of break.

3. Bernard Carter asked me to call Ring Power and have them come out and service the generator.
4. ARPA – All remaining funds have been obligated and checks have been sent out. I will be handling the close out paperwork in March or April.
5. Heard from Florida Rural Water concerning the Mapping Equipment & GIS agreement the Mayor signed on May 12, 2023. We had previously planned on paying for this from ARPA funds but since we were told by FRWA it could take up to a year before this could be done the Town will have to pay the \$360.00. They are coming out to start the mapping process. They will send out a FRWA staff member to start finding the assets we want to be mapped, which is water lines, meters, fire hydrants, blow-off valves, and main line cut off valves. They will use a metal detector or GPR (ground penetrating radar). They will need someone to work with them from the Town who can help with the locating of assets. Who is doing this? It was mentioned to let Bernard Carter do this, but clerk reminded Council he doesn't know where the lines are until we have a break. It was mentioned to see if Terry Thomas would be willing to work with FRWA. Terry Thomas said he could do this. A motion was made by Chris Caldwell to have Terry Thomas work with FRWA. Seconded by Joe Tolleson. Motion passed. Linda Bennett said he needs to be paid for his hours. The Town Clerk said we usually give him \$15.00 an hour. The Town Council agreed to pay Terry.
6. Bradford County Commissioners will have several Fire Fee workshop meetings. Diane Andrews, County Commissioner encouraged everyone to attend these meetings. The dates are: February 4<sup>th</sup> – 10:30am, March 18<sup>th</sup> – 5:30pm, May 6<sup>th</sup> – 10:30am.
7. W2's and 1099's passed out.
8. Revenue and Expenditures for December were discussed with Council.

**Glenn Ward – Code Enforcement:**

1. He reported George Washington has put a new roof on his home. He is definitely cleaning up property.
2. The building (Sparky's Pizza) on the corner of SR 231 and CR 18 he is trying to get this building condemned.
3. He is working on getting camper removed from Steve Nipper property.
4. He has not heard back from anyone on the property belonging to Lowell Shadd.

5. Gene Melvin mentioned to him about all the signs being knocked down on SR 231. He said he would look into this. Also, he said he would contact Jason Dodds to have him put the signs back up.

**Water Department – Gene Melvin:**

1. We are still having problems with the chlorinator circuit.

**Sanitation, Road/Streets, Recreation/Parks, Ground Maintenance/Mowing, Community Center – Nothing to Report**

**Old Business:**

1. It was mentioned at last meeting about water fountain dish at Recreation Park has a crack. Town Clerk said Swamp Cutters will check into all water fountains and make sure they are okay.

**New Business:**

The Mayor spoke with Breann Garbas and she would like to fill the remainder of Seat #4. A motion was made by Chris Caldwell to appoint Breann Garbas to fill remainder of Seat #4. Seconded by Linda Bennett. Motion passed. She will need to fill out some paperwork and be sworn in at the February meeting.

Checks approved: GFund = 8522-8539, WFund = 6127-6137

A motion was made by Joe Tolleson to pay the bills. Seconded by Linda Bennett. Motion passed.

Gene Melvin made a motion to adjourn. Time: 8:10p.m.

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Cecil E. (Gene) Melvin, Mayor

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Charlene Thomas, Town Clerk