

Town of Brooker  
Regular Monthly Council Meeting  
May 9<sup>th</sup>, 2023

Present: Steve Acree, Gene Melvin, Joe Tolleson, Chris Caldwell, Linda Bennett, John Maines (attended virtually), Suzanne McRee, Charlene Thomas  
Absent:  
Community: Terry Thomas, Carol Mosley (Bradford Telegraph)

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 April 11<sup>th</sup> meeting minutes as presented. Seconded by Joe Tolleson, Motion passed.

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**Attorney – John Maines:**

Nothing to report.

**Fire Department – Joe Tolleson:**

Nothing new to report.

**Town Clerk Report – Suzanne McRee:**

1. Past due report was passed out. Still out \$706.94 in overdue accounts with one (1) account remaining locked for non-payment.
2. Clerk made note that water usage for the month was high, but was attributed to customers watering gardens and setting up swimming pools.
3. Radar Speed Signs – Everything has arrived and Jason Dodds is planning to send someone out later this week or next to set up a plan for installation.
4. Hamilton Custom Services completed the work on the parking lot and entrance of City Hall on 4/28/23. Clerk relayed that there have been many compliments from customers.
5. The Clerk made contact with K.C. Bell with Florida Rural Water Association as follow-up from the April meeting to confirm the costs associated with new mapping of existing water lines. FRWA assured that the cost does include a FRWA staff member locating all assets with either a metal detector or by Ground Penetrating Radar. They do suggest a knowledgeable person with the Town accompany the FRWA staff member. The costs associated with this project is \$360.00 which includes the service, a map book and a printed wall map. A motion was made by Joe Tolleson to use the service offered by FRWA to get updated water maps of the Town of Brooker. Motion seconded by Steve Acree. Motion passed.
6. In the April meeting the Clerk presented three (3) bids received for replacement of the commercial chain link gates at the water building. A question was raised that not all vendors noted the replacement of the chain link fence around the water building, only citing the gate specifically, therefore the bids may not be equal. The Clerk confirmed the following bids for replacement of the gates and the barbed wire around the water building fence: All-Out-Fence - \$1853.07; Handyman Fence Company - \$1195.00; R & B Fencing - \$1400.00. A motion was made by Steve Acree to accept the bid of Handyman Fence Company of

\$1195.00, utilizing ARPA Fiscal Recovery Funds. Seconded by Chris Caldwell. Motion passed.

7. Clerk will be out of the office on May 5<sup>th</sup>, 15<sup>th</sup>, & 19<sup>th</sup>.

**Bookkeeper – Charlene Thomas:**

1. Went over Revenue and Expenditures for the month of April 2023.
2. Ms. Thomas requested to purchase 4 crepe myrtle trees for the park to provide shade. They were priced at \$50.00 per tree at Lowes plus the cost of fertilizer. Steve Acree made a motion to allocate \$400.00 for purchase of trees plus the cost of fertilizer and installation fee, utilizing ARPA funds. Seconded by Linda Bennett, Motion passed.

**Water Department – Gene Melvin:**

Mayor Melvin briefed with Bernard Carter re: issues with two (2) fuses/breakers associated with the chlorinator. Breakers were replaced and service continued without interruption to the chlorine levels. Mayor Melvin confirmed that he was made aware of this issue through the system protocols in place (alarm).

**Sanitation – Chris Caldwell:**

Nothing new to report.

**Road/Streets – Joe Tolleson:**

Paving project is proceeding as scheduled.

**Recreation/Parks – Linda Bennett:**

Nothing new to report.

**Ground Maintenance/Mowing – Steve Acree:**

Mowing is taking place as scheduled. Joe Tolleson noted that the fire hydrants have not been weed-eated.

**Community Center Building – Mayor Melvin:**

Community Center is being rented regularly.

**Town Council:**

None

**Old Business:**

1. ARPA Fiscal Recovery Funds
  - a. Updated expenditure report was provided.

**New Business:**

1. Grounds Maintenance Contract – current contract expires 7/31/23
  - a. Each council member received a copy of the current bid with instructions to review and present any changes at the June council meeting. The Invitation to Bid will be advertised in June with bids to be received and presented at the July council meeting.
2. Bid for Electrical Work (associated with new well installation project)

- a. One (1) bid was received for the electrical work associated with this project, from Prestige Electric. The proposed amount is \$1,700.00. This contractor is a "single source" provider with no other such provider in the immediate area. A Motion was made to accept the bid provided by Prestige Electric for the quoted work, utilizing ARPA funds. Seconded by Linda Bennett. Motion passed.
3. Mayor Melvin spoke to Andy Easton and Associates and received information that the Town of Brooker should be eligible for the CDBG (Community Development Block Grant) program in the fall. This program provides for home improvements for homes falling into the documented criteria. Motion was made by Steve Acree to pursue the CDBG program for Brooker. Seconded by Linda Bennett. Motion passed.

Checks approved: General Fund: 8057-8081

Water Fund: 5876-5883

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

Gene Melvin made a motion to adjourn. Time: 7:47 p.m.

  
Cecil E. (Gene) Melvin, Mayor

  
Suzanne McRee, Town Clerk