

TOWN OF BROOKER  
REGULAR MONTHLY COUNCIL MEETING  
NOVEMBER 14, 2023

Present: Joe Tolleson, Linda Bennett, Chris Caldwell, Gene Melvin, Charlene Thomas,  
John Maines – Zoom.  
Absent: Steve Acree  
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 October 10<sup>th</sup> meeting. Seconded by Chris Caldwell. Motion passed.

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**Attorney – John Maines**

Nothing to report.

**Fire Department – Joe Tolleson:**

Nothing to report.

Gene Melvin reported that he had heard from Diane Andrews, County Commissioner. Bradford County Commissioners sent a letter of support for the appropriations requesting a Fire station and Support vehicles for the Town of Brooker. The letter was sent to Senator Jennifer Bradley, and Representative Chuck Brannan. The estimated cost of the building project is \$1 million. The cost of the necessary supporting vehicles and equipment is approximately \$1.325 million. The Bradford County Board of County Commissioners fully supports the appropriations request to construct a new fire station in Brooker and supply it with the needed fire engine, tanker, and rescue unit. (Letter of support attached)

**Acting Town Clerk – Charlene Thomas:**

1. Past due water report passed out. We are still out \$241.92. Four meters were locked. All paid and were turned back on.
2. Council Seat Election will be February 13, 2024. Seats 1 and 2 are up for re-election. Linda Bennett holds Seat 1 and Chris Caldwell holds Seat 2. Qualifying will be December 18<sup>th</sup>, 20<sup>th</sup>, and 22<sup>nd</sup>. Advertisement will be put in Telegraph on December 7<sup>th</sup>. Papers will be ready at the December 12<sup>th</sup> meeting.
3. Class “C” Operator was advertised on November 6<sup>th</sup>. Bids will be opened at the December 12<sup>th</sup> meeting.
4. I checked with Florida Rural Water concerning the mapping equipment and GIS agreement. We are on a waitlist and it could take 8 – 10 months before they will be doing this for us.
5. Tabled Item – Consider modifying new service connection charges – Present \$1,750.00. I suggest we raise this to \$2,000.00. Swamp Cutter’s charged us \$1,500.00 for a new service connection. The Town did provide the meter and materials needed. We now have an account with Core & Main, Ocala, Florida, and Swamp Cutter’s can pick up meters and materials under the name of Town of Brooker and not have to pay sales tax.

We are not sure how much a meter will cost with Core & Main. I would like to see us add a cut-off valve downstream of the meter on all new service connections in the future. This way the homeowner would have a cut-off valve they can use when they have a water leak or break problem. We would need to have a box put around the cut-off valve to keep it covered. Gene Melvin agreed that we need the cut-off valve. A motion was made by Linda Bennett to change new service connection charge from \$1,750.00 to \$2,000.00. Seconded by Joe Tolleson. Motion passed.

I will have the Resolution ready at the December 12<sup>th</sup> meeting.

6. I did speak with Corporal Glenn Ward concerning property beside Chris Caldwell. I advised him the property belong to Lowell Shadd, Lake Butler, Florida. As of this meeting I have not heard back from him.
7. Town Hall will be closed November 23<sup>rd</sup> and 24<sup>th</sup> for Thanksgiving.
8. I received an email from Bradford County advising us about a Local Mitigation Strategy Workshop on November 16<sup>th</sup> at 3:00p.m. in the meeting room at Emergency Operation Center. Any one from council can attend.

#### **Accounting Clerk – Charlene Thomas:**

1. Went over Revenue and Expenditures for October 2023. This was the first month of the new budget. We spent more than we took in for October for Water Tower Repairs and Meter Installation. This will balance itself out in a few months. On the General Fund side we spent more than we took in for October for ARPA expenditures. I will get with Annie, Reddish and White and see how they want me to correct the budget.
2. Swamp Cutter's completed work at Braggs Branch.
3. I haven't heard from Doug Sanders on meter grant. He recently underwent surgery.
4. Received an email from DOT and Andy Easton. It looks like we might have to pay \$1,329.22 for CEI services. The amount we agreed to pay CEI went over what we approved. Waiting to hear back from Andy on this.

#### **Water Department – Gene Melvin:**

1. He reported that Town repairs were completed. The water tower tank has to be drained every 5 years. Next time we need to see if we can get with State and maybe get a tanker in here to supply water to customers so we don't have to waste all of that water. We think we have a leak under waterworks concrete. It has been there a lot of years. No action taken on this by council. Charlene reported that Bernard did not charge the Town for all the extra days he came out and checked on water plant.

#### **Sanitation – Chris Caldwell:**

Everything going okay.

#### **Road/Streets – Joe Tolleson:**

Joe reported that someone backed into the barricades at the end of Melvin Street. The clerk ordered some to replace torn up ones. Joe mentioned he is checking with DOT about getting a concrete rebar marker to put by barricades to protect them.

**Recreation/Parks – Linda Bennett:**

Everything is okay. Gene Melvin mentioned we have a nice park. He brings his grandchildren to it.

**Ground Maintenance/Mowing:**

It was reported they have started once a month mowing. They are doing a great job.

**Town Council/Mayor:**

They thanked Charlene Thomas and Terry Thomas for doing the Memorial Markers for Veteran's Day. We have had a lot of complements of how good they looked. Charlene reported she has 10 more names to add before Memorial Day. If you know of someone that we need to add just let her know.

**No Old or New Business:**

Checks approved:

A motion was made by Chris Caldwell to approve the bills. Seconded by Joe Tolleson. Motion passed.

A motion was made by Gene Melvin to adjourn. Time: 7:40p.m.

HAPPY THANKSGIVING!!

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Cecil E. (Gene) Melvin, Mayor

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Charlene Thomas, Town Clerk