

TOWN OF BROOKER  
REGULAR MONTHLY COUNCIL MEETING  
SEPTEMBER 12, 2023

Present: Linda Bennet, Chris Caldwell, Joe Tolleson, Steve Acree, Gene Melvin, Charlene Thomas, John Maines – Zoom.  
Community: Terry Thomas, Annette Castner, Carol Mosley – Telegraph, Diane Andrews – County Commissioner, Cherie Norman, Dan Hildebran – Telegraph.

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 August 8<sup>th</sup> Meeting. Seconded by Steve Acree. Motion passed.

**Annette Castner – Homeowner:**

Her property located at 17375 Tetstone Avenue had a mobile home on it and the mobile home burned down. Bradford County Code Enforcement has been by several times and advised her that the property needs to be cleaned up. She has found someone to remove the burned mobile home. The cost for removal is \$1800.00. She has \$400.00 to pay towards the clean up but doesn't have any money for remainder. She mentioned she has a court date on October 10<sup>th</sup> per Code Enforcement. She said she needs financial help and ask if town council could help her. She was advised that the town doesn't have any funds available to clean up her property. The town mentioned that there are several other properties in town that need cleaning up too. She said she is looking for another mobile home to put on property once it is cleaned up. Right now her son, Michael, is living in a travel trailer on the property. The travel trailer is hooked up to her septic system. Mayor Melvin said he would reach out to some people he knows and see if he can find someone that can help with the extra funds she needs. She said she would appreciate any help. She did ask if she can't find another mobile home can they continue to live in travel trailer on this property? Town Clerk will check with Zoning Department on this.

**John Maines – Attorney:**

Nothing to report.

**Fire Department – Joe Tolleson:**

1. Gene Melvin asked Diane Andrews if Bradford County had any ARPA funds they could use for a Fire Department in Brooker? She said there is no funding available for Fire/Rescue.

**Acting Town Clerk – Charlene Thomas:**

1. Past due water report passed out. Still out \$474.99. No cut-offs as of this meeting.
2. Passed out updated ARPA report. We still have a total of \$15,464.30 left to spend. Durrance was paid and their bill came in lower than original amount. Also, the \$10,000 we had set aside to pay Whitehurst for extra's came in lower. I have added theses totals back into ARPA remainder.

3. We had a broken main water line at the corner of SR 231/SR 18 on August 22<sup>nd</sup>. Juanita Adams came by our house and reported the break. The Adams' were clearing their property and hit our main water line that runs through the corner of their property. I contacted Swamp cutters, and Bernard Carter. Terry Thomas came to office and looked at maps trying to locate a cut-off valve to turn water off. He tried several valves but nothing was turning the water off at this location. Just about everyone in Town had low pressure for several hours. Josh Davis, swamp cutters, did help locate the cut off valve. Bernard asked me to get in touch with DEP. I talked with Shane and told him we lost pressure below 20 PSI for about 2 hours. Per Shane the Town did not need to do a Boil Water Notice. Shane said Bernard Carter could make that determination as to whether or not we need to do a Boil Water Notice throughout Town. Shane did suggest we let Brooker Community School and Love'n & Learning Daycare know and put them on Boil Water Notice for drinking and cooking until we can have water samples done and get good results from samples. Town Clerk hand delivered them a Boil Water Notice. Also, a copy of the Boil Water notice was sent to DEP. Also, a REMIND was sent out to all homeowners concerning the water break. On August 25<sup>th</sup> the school and daycare were notified the boil water notice was rescinded. Bernard got with me and said water samples from SR 18 going West were not coming back good. He asked me to let the four homes know they need to boil water for drinking and cooking until we can get clean water samples. I contacted each homeowner. As of tonight's meeting they are still on boil water notice. Bernard said in the future we need to flush the fire hydrant before opening the valve going to the homes.
4. In the bills is an invoice to pay Terry Thomas \$150.00 for working with Swamp cutters and Bernard on the August 22<sup>nd</sup> break. Also, I have an invoice from me (Town Clerk) for \$150.00 for the 6 hours on Tuesday that I had to come in and work to help with this break and notifying DEP and homeowners.  
Gene Melvin asked for a motion from council to approve this expenditure for Town Clerk for extra work. A motion was made by Linda Bennett to pay Charlene Thomas the \$150.00 extra work. Seconded by Steve Acree. Vote was called for and Gene Melvin abstained from voting. Form 8B conflict was filled out by Gene Melvin. Motion passed.
5. Copies were given to town council of invoices that need to be paid for water line break emergency. Swamp cutters cost is \$5033.00, Core & Main materials cost is \$1704.65, plus \$150.00 to Terry Thomas, \$150.00 to Town Clerk, and \$950.00 to Bernard Carter. How do we want to pay Swamp cutters and Core & Main? A motion was made by Chris Caldwell to pay one half of Swamp cutters bill and Core & Main bill from ARPA funds. The rest can be paid from the Water Fund. Seconded by Steve Acree. Motion passed.
6. We approved \$8750.00 to paint City Hall/Community Center. However, Vince Robinson did install the new ceiling tiles and charged us \$250.00 extra. We need a motion to approve the extra \$250.00. A motion was made by Steve Acree to pay the \$250.00 from ARPA funds. Seconded by Chris Caldwell. Motion passed.
7. Community Center floors are being waxed on September 13<sup>th</sup>. No rentals during this time.
8. Bernard Carter did get with me about us compensating Alicia Rike due to dirt filling up her toilets and washing machine because of water break. She had to replace fill valve in

- her toilets due to toilets not flushing. Town Council decided to table this and have Town Clerk check with other 3 homeowners to see if the same thing happened to them.
9. Bernard Carter contacted me and said the Town needs to put a blow off valve at the end of water line on SR 18 (Ryan DeGeus). This will help if we have another water line break at this location. Water line can be flushed and cleaned. I received an estimate from Walt Seiler to install a blow off valve. The cost is \$3,400.00. A motion was made by Chris Caldwell to have the blow off valve installed at a cost of \$3,400.00. Seconded by Linda Bennett. Motion passed. This will be paid from ARPA funds.
  10. I spoke with Josh Davis, Swamp cutters, concerning the second meter we installed at Braggs Branch has started leaking. Swamp cutters fixed the leaking male adapter. He mentioned that due to the water system at Braggs Branch being installed in 2007 and not being used and now they have started building a couple of houses and we have had to repair both 1" PVC male adapters we might want to change out all meter hook ups from PVC to Poly pipe. There is a total of 55 lots. He has already fixed one of the hookups. The reason we might want to get this done is due to no one at the present living in this subdivision. This way we can shut the water off to this subdivision and not have to contact DEP. An estimate was received in the amount of \$5613.84. Is council interested in getting this done? A motion was made by Steve Acree to approve this work in the amount of \$5613.84. Seconded by Linda Bennett. Pay from ARPA funds. Motion passed.
  11. Clerk did mention to town council they might want to consider changing new meter installation fee from \$1750.00 to \$2000.00 to help recoup some of our money. Table until next meeting.
  12. On the Lawn Maintenance contract we did not include the back up well behind the tennis court for mowing. I talked with Edward Kennedy and he said he would do it for \$40.00 a month. A motion was made by Steve Acree to add the \$40.00 to his original contract. Seconded by Joe Tolleson. Motion passed.

#### **Finance/Budget/Insurance – Charlene Thomas**

1. Went over Revenues and Expenditures for August 2023.
2. The new total for Town's Insurance from Florida League of Cities is \$4831.00 higher than last year's.
3. Doug Sanders was on vacation but will come by shortly and discuss meter grant with us.
4. Pickleball? I have had several asking if we could put a pickleball court on existing tennis court. A portable net for two sides is around \$100.00 each. Gene mentioned we are going to apply for a FRDAP next year and maybe we can include a pickleball court. However, it was mentioned that we have a slab of concrete at old city park if anyone is interested in cleaning this up and painting lines on it to be used for pickleball.
5. A few audit adjustments will need to be done at the October meeting.

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

1. He mentioned we need a fence around non potable water. He asked Clerk to get a price. Joe asked why we couldn't move old fence around caved in well and use it here? Gene said there is electrical at caved in well and it doesn't need to be exposed. Clerk mentioned we might get a dog pen fence and put around non potable location.

2. It was mentioned that we might want to put on water bill to contact city hall before you dig to make sure no water line is at location.
3. Gene reported new meter at non potable water is ready to go. We will need to get a reading each time before someone uses it and then get end reading so we can bill.

**Ground/Maintenance – Steve Acree:**

1. Joe mentioned he had spoke with Edward Kennedy about old lawn equipment in old city park building. Mr. Kennedy said he was interested in equipment and would swap it out in labor as we need extra work done. It was suggested that council go over and see what equipment is in building. Joe will get with EMT (Edward Kennedy) and see if he would give us a price on the equipment.

**Old Business:**

1. Clerk reported that she has about 40 names of people who served in the armed forces. Terry is working on crosses to be displayed around Veteran's Day.
2. Gene mentioned that Whitehurst has wrapped up their work on streets.

**New Business:**

1. Gene mentioned that Corporal Glenn Ward talked to him about someone interested in leasing our Fire Department. Clerk will check with John Maines, Attorney, concerning this and report back to council.
2. Gene mentioned to Diane Andrews we need for Jason Dodds to install two concrete culverts on Michigan Avenue. She will contact Jason.
3. Reading of Resolution 2023-01 modifying water rates effective October 1<sup>st</sup>. Clerk read Resolution 2023-01. A motion was made by Chris Caldwell to enact and adopt by title only. Seconded by Steve Acree. Motion passed.

Checks approved: GF – 8154-8180, WF – 5927-5942

A motion was made by Steve Acree to pay the bills. Seconded by Chris Caldwell. Motion passed.

A motion was made by Gene Melvin to adjourn meeting. Time: 8:30p.m.

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Cecil E. (Gene) Melvin,  
Mayor – Town of Brooker

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Charlene Thomas,  
Acting Town Clerk