

TOWN OF GRANT-VALKARIA, FLORIDA  
REGULAR TOWN COUNCIL  
FEBRUARY 13, 2008  
TOWN HALL, 5120 HIGHWAY US1, GRANT, FL 32949

The Regular Meeting of the Town of Grant-Valkaria, Florida, Town Council was called to order at 7:05 p.m. by Mayor Del Yonts followed by the Pledge, and roll call to the Council Members, with the following present:

Mayor – Del Yonts	Town Manager Matthew Brock
Seat No. 1 – Joe Hackford, Vice Mayor	Town Clerk Susanne Krueger
Seat No. 2 – Danielle Morgan	
Seat No. 3 – Pat Bryan	
Seat No. 4 – Cathy DeMott	
Seat No. 5 – Dan Faden	
Seat No. 6 – Jason Mahaney	

### CHANGES TO AGENDA

Town Manager Brock requested adding to Discussion of Road Ordinance workshop for February 20<sup>th</sup> and adding under “Town Manager’s Report” - Sgt. John Potter, Brevard County Sheriff’s Department, briefing Council on Air Fest this weekend.

Council Member Mahaney requested adding to “Unfinished Business” – Employee Evaluation Date.

### APPROVAL OF MINUTES

1) Town Council Meeting Minutes of November 28, 2007

Motions by Council Member Bryan, second by Council Member Faden, and vote unanimous to approve the Town Council Meeting Minutes of November 28, 2007 with the following change: Page 2, last paragraph – change wordage in second sentence to “...Haridopolous’s aide Laurie Scott on one occasion, and Representative Poppell and his aide on another occasion ...”

It was the consensus of Council to have Town Manager Brock include whether reference checks were performed on people who submitted bids in his report to council.

Council Member Mahaney inquired about why the County is charging for road impact fees for the Town and why are we not being reimbursed. Since October 2007 (or when the Town took over the roads or the day we incorporated), the Town or the individuals should be getting the money back that was collected. What about fire and police impact fees? He stated that he planned to meet with the County regarding this on Monday. Town Manager Brock stated that he would like to be in on this meeting.

2) Town Council Meeting Minutes of December 19, 2007

Motions by Council Member Morgan, second by Vice Mayor Hackford, and vote unanimous to approve Town Council Meeting Minutes of December 19, 2007 as written.

3) Town Council Meeting Minutes of January 9, 2008

Motions by Vice Mayor Hackford, second by Council Member Mahaney, and vote unanimous to approve Town Council Meeting Minutes of January 9, 2008 with the following changes:

- Page 7, under “Council Reports”, 1<sup>st</sup> paragraph – correct scriveners error
- Page 7, under “Council Reports”, 2<sup>nd</sup> paragraph, 2<sup>nd</sup> sentence – add “Dan Faden”
- Page 8, under “New Business (2)”, 2<sup>nd</sup> sentence – correct scriveners error
- Page 9, top of page – correct scriveners error

4) Town Council Workshop Meeting Minutes of January 16, 2008

Motions by Council Member Morgan, second by Council Member Faden, and vote unanimous to approve Town Council Workshop Meeting Minutes of January 16, 2008 with the following change: correct scriveners error in first paragraph under “Workshop item (1)”

## REPORTS

1) Town Manager’s Report

Town Manager Brock informed Council that there is a fracture in the pipe under Leghorn which caused the road to collapse on half of the roadway. With assistance from the City of Melbourne, a 1” steel plate is currently covering the collapse making the road temporarily useable. He requested Council approval to proceed with the bid proposal process to repair this road which would exceed \$10,000. Motions by Council Member Faden, second by Vice Mayor Hackford, and vote unanimous approval to Town Manager to proceed with bid process to repair pipe on Leghorn with condition that Miller Legg provide specs and Town Manager provide changes to the actual bid.

Richard Villasenor, Miller Legg, confirmed that this was considered an emergency because Leghorn crosses over a natural waterway at the point of collapse, and it is the only means of access to several homes past that point. He recommended that the specs from the previous bid be changed to address pipe replacement rather than retaining wall, that it be replaced with the same material and installed properly. He stated that the only time that specs should change is when the type of pipe changes. It was the consensus of Council to address this again after a break, later in the meeting.

The following people spoke:

- Lisette Kolar – is the work that Miller Legg provided within the scope of the contract
- Dan Robino – all the work should be the same, it should be broiler plate specs, it is considered an emergency repair and needs to be repaired as soon as possible
- Mark Pagliarulo – better off spending more for concrete

It was the consensus of Council to bring back to them for review standard engineering specs for replace/repair culverts, and repair dirt roads which would be incorporated into a maintenance contract with someone, somewhat how work authorizations are handled with Miller Legg. It was the consensus of Council to schedule an open invitation workshop to local companies to discuss a maintenance contract, and to have Town Manager check with County to ascertain what kind of repairs they did in the Town.

Town Manager Brock introduced Sgt. John Potter, Brevard County Sheriff's Department who addressed the upcoming Air Fest. He stated that there will be 1 full-time deputy, supplemented by 1 reserve officer, 4 COP's assisting with traffic, plus 1 zone deputy that will be available in the area. He assured Council that they will try to keep Valkaria Road free from parking as long as they can. Mayor Yonts requested a contact number for Sgt. Potter upon which he handed out his business cards for Council.

Town Manager Brock stated that the \$88,000 stormwater returns are scheduled to go before the County Commission on March 4, 2008.

He acknowledged John Conlon in attendance who had several issues: he mowed the berm on Grant Road; didn't know he missed the ditches & swales cut at 3750, 3780 & the lot north of them on Ponderosa; a lot of roads were not on the map-he made changes to his map to include them; one side of ditches are mowed unless owner requested their side mowed; trash and safety on Grant Road. Denni Burr, 5905 Brabrook, stated that the ditch in front of her property needs to be mowed. Vice Mayor Hackford suggested to Mr. Conlon that it be done just like on Mooney Lane. Lisette Kolar asked if they mowed Cypress Creek - Mr. Conlon replied that he did not mow in Cypress Creek because he was told by County that it was a private community - she confirmed that it was a town road. Discussion about the I-95 overpass maintenance resulted in that it would be mowed exactly like how the County did it and if it needed to be weeded that it would be billed hourly according to the contract. Dean Akins stated he lost some signs on Main Street and on Sandpoint. Council Member Mahaney asked if Wintergreen was completed and Town Manager responded that he will check into it.

## 2) Treasurer's Report

### a. FY 08 Budget Reallocation/Amendment (Brock)

Debbie Bradley-Goode, Hoyman Dobson, explained the budget amendments in that there is a decrease in total revenues of \$37,254.00 resulting from a decrease of anticipated revenues in communication services tax, state grant, municipal revenue sharing and state ½ sales tax. There is an increase in the total operating expenses of \$90,393.00 resulting from adding Linda full time, adding to professional service due to comprehensive plan grant money not being received, increase of accounting expenses, adding for professional services-planning services, and other expenses. Council Member Mahaney requested a detailed bill from CDM.

Council asked why the accounting line item is over budget and they were concerned about the amendment not being enough to cover further expenses. Ms. Goode stated that there are problems with input of data by staff and that they need additional training in QuickBooks. She stated that her attendance at meetings, taking more time to get with Matt and helping him with numbers, and consultation cost with Town Administrator causes an increase.

Council Member Mahaney questioned if Town can do budget in house. Town Manager stated that we are not there yet, we don't have the expertise, Linda and Sue were not hired to do this but there is no reason why they can't do it. Mayor Yonts stated that it was the intent that we want to make sure we get through the first audit and then we can do it ourselves.

Council reviewed the amendment with the following comments:

- Need to change act #513.3220 – Accounting – adding additional \$20,000 making it \$40,000
- Question arose about the high telephone bill
- Question arose about the high internet bill, suggesting that Town have high speed internet only
- Question arose about the high amount in act# 519.4720 – this would be the “click” charge on the copy machine
- Question arose about what planning services require an additional \$20,000 – Jamie Coker, Miller Legg responded that it would be special projects from Town Manager, and basic on-call questions that require follow-up, research and communicating with staff. She stated that about 80% of her work load is Grant-Valkaria

It was the consensus of Council that the final proposed budget amendment needs to be worked on before approving, and to bring back to Council in two weeks the actual change through a resolution.

3) Town Attorney’s Report – none given

4) Council Reports and Comments

Council Member Bryan stated that he read an article about Lake Helen in Volusia County about how they chose to control growth, and stated that maybe we should communicate with them regarding advice for help with budget issues, etc. Mayor Yonts directed Lisette Kolar, Local Planning Agency/Planning and Zoning Board Chair to obtain a copy of their comprehensive plan.

Council Member Faden stated that there are no more helicopters for the time being and that he is continuously working with County regarding an auxiliary field out west.

Council Member Morgan stated that Ranger located on Old Dixie Highway is working 24/7 and wanted to complain about the noise that persists from 7:00 p.m. until 11:00 a.m. She requested any information from the public regarding the limitations set on the hours of operation, etc. She was unable to obtain any information from her resources.

Mayor Yonts inquired about the status of the special event permits. Town Clerk Krueger stated that Grant Seafood Fest has submitted all paperwork with exception of the actual alcohol beverage permit, and that the Air Fest has submitted all paperwork with exception of a copy of the NOTAM, confirmation that Runway 927 is closed during the event, and verification from FAA that they will have someone on-site at sometime during the day. Motions by Council Member Bryan, second by Council Member Morgan, and vote unanimous that Council has received enough notification from FAA to satisfy the requirement that someone from FAA will be on-site sometime during the day for the Air Fest.

Motions by Vice Mayor Hackford, second by Council Member Faden to schedule a workshop on February 20, 2008 addressing the unpaved road ordinance. Note for the record – Bryan will not be able to attend, Hackford might have problem attending and Mahaney will be late.

Mayor Yonts stated he attended the Space Coast League of Cities dinner/meeting where Frank Ortez spoke about Amendment 1 and portability issues. He attended a meeting with Nature Conservancy where they would like to meet with Council and LPA, and received email from EEL's where they would also like to meet with the Town. He suggested scheduling a joint meeting with LPA, Council, Nature Conservancy and EEL's sometime in March.

Lisette Kolar stated she is working on the Town newsletter and requested that Mr. Geletko of Waste Management send her some information to include in the newsletter addressing the discount to residents, defining the rules of collection and bill collection. Vice Mayor Hackford requested an article be placed regarding the boat ramp, Council Member Faden will address helicopters, Mayor Yonts will have input for the "Council Corner", Council Member DeMott requested article about upcoming elections.

#### 5) Board Reports

Lisette Kolar, Local Planning Agency Chair stated that they will be meeting February 25, 2008 to address the comprehensive plan Goals, Objectives, and Policies and to working on the future land use on Babcock Street and US1.

Terry Wolfe, Code Enforcement Board Chair stated that she has been in contact with Karl regarding the Code Review Committee and that 4 of the Code Enforcement Board members stated that they would be willing to review codes and ordinance for the Town. She stated that the Town needs to start moving forward on this and what better way than to have the Code Enforcement Board be on the committee since they have been attending training, etc. She requested consensus of Council regarding appointment of Code Enforcement Board members along with several residents who wished to be on Code Review Committee.

Motions by Council Member Morgan, second by Vice Mayor Hackford, and vote unanimous to excuse Council Member DeMott from remainder of meeting due to she has to work early in the morning.

Mayor Yonts called for a brief recess at 10:14 p.m.

Mayor Yonts called the meeting back to order at 10:30 p.m.

#### Leghorn Road Project (continuation)

Motions by Council Member Bryan, second by Council Member Morgan, and vote unanimous to waive the formal bid procedure under Section 6.1(a) of Ordinance No. 2007-15 based on Section 18-1, Emergency purchases, Ordinance No. 2007-15, due to unique situation on Leghorn Road with the danger of collapse and no other way in and out and whole road being at risk. This waiver will enable Town Manager Brock to get the job done in a more rapid manner.

## NEW BUSINESS

- 1) Miller Legg Work Authorization #6 For \$25,000 For Continuing Planning Services (Brock)

Jamie Coker, Miller Legg, stated that this authorization covers about 175-250 hours of their staff time addressing on-call planning services and special projects.

Denni Burr stated why we would have Miller Legg look into the transfer station where staff could. Mayor Yonts stated that zoning need to be verified along with the requirements for zoning.

Motions by Council Member Morgan, second by Vice Mayor Hackford, and vote 5-1 to approve Miller Legg Work Authorization #6 for \$25,000 For Continuing Planning Services. (Nay-Mahaney)

Council Member Mahaney requested a better breakdown, a more detailed bill from October 1, 2007 to present, excluding the comprehensive plan, on Miller Legg expenses by next meeting.

The following people spoke:

- Allen Webb - suggested that all calls come in first to Town Administrator and then routed to Miller Legg
- Denni Burr – need to organize how things are handled

It was the consensus of Council to continue past 11:00 p.m. and address only the following items:

- Henderson Drive Project Bid Approval
- Confirmation of 2008 Annual Tax Statement Non Ad Valorem Assessment Funding Level For Solid Waste Collection
- Discussion/Action Re: Resolution No. 06-2008 – A Resolution Of The Town Of Grant-Valkaria, Brevard County, Florida; To Officially Name Snook Lane, Located Within The Town Of Grant-Valkaria, Requesting The Board Of County Commissioners Of Brevard County, Florida To Place The Named Private Access On The Official Maps Of Record; Providing For An Effective Date
- Employee Evaluation Date

It was the consensus of Council to carry over to next meeting the following items:

- Agreement With Respect To Collection of Non-Ad Valorem Assessments With Brevard County Tax Collector (Brock)
- Discussion/Action Re: Resolution No. 05-2008 – A Resolution Of The Town Of Grant-Valkaria, Brevard County, Florida, Amending Resolution No. 17-2007; Repealing Those Portions Of Resolution No. 17-2007 Relating To The Non-Ad Valorem Assessment For Stormwater Utility Fees And Assessments; Providing An Effective Date. (Brock)
- Discussion/Action Re: Resolution No. 07-2008 – A Resolution Of The Town Of Grant-Valkaria To Pursue Measures To Become A “Green Local Government” Through

Improved Environmental Performance, Using Criteria And Standards Developed By The Florida Green Building Coalition, And Encouraging The Legislature And Governor To Support The Green Local Government Program. (Bryan)

2) Henderson Drive Project Bid Approval (Brock)

It was the consensus of Council to perform reference checks on the lowest bidder prior to going before Council.

Motions by Council Member Bryan, second by Council Member Morgan, and vote unanimous to award the Henderson Drive Project to L. H. Tanner in the amount of \$13,600.00 based on a positive background check.

3) Confirmation of 2008 Annual Tax Statement Non Ad Valorem Assessment Funding Level For Solid Waste Collection (Brock)

Town Manager Brock stated that County needs to know what level of funding is to be placed on the tax roll and that Council needs to determine solid waste collection assessment fee and to determine collection fee to Brevard County.

Motions by Council Member Bryan, second by Council Member Morgan, and vote unanimous to approve \$229.20 per year as the waste collection bill. George Geletko, Waste Management, stated that the 2% handling fee charged by the County will be reimbursed by Waste Management and that an amendment to the contract will be done to incorporate this.

4) Discussion/Action Re: Resolution No. 06-2008 – A Resolution Of The Town Of Grant-Valkaria, Brevard County, Florida; To Officially Name Snook Lane, Located Within The Town Of Grant-Valkaria, Requesting The Board Of County Commissioners Of Brevard County, Florida To Place The Named Private Access On The Official Maps Of Record; Providing For An Effective Date. (Brock)

Motions by Council Member Morgan, second by Vice Mayor Hackford, and vote unanimous to approve Resolution No. 06-2008.

### UNFINISHED BUSINESS

1) Employee Evaluation Date (Mahaney)

It was the consensus of Council to have Town Clerk send email to all Council Members inquiring which date they preferred as the date to discuss employee evaluations – March 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, or 11<sup>th</sup> and send out updated version of evaluation form. Council will make decision at the February 27<sup>th</sup> meeting which date they will perform the evaluation.

### PUBLIC FORUM

Allen Webb stated that for an example – Miller Legg can be on contract for no more than 15 hours per week, anything over requires approval.

ADJOURN

Motions by Council Member Morgan, second by Council Member Mahaney to adjourn meeting at 11:45 p.m.

ATTEST:

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Del Yonts, Mayor

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Susanne Krueger, MMC, IIMC, Town Clerk