

# Town of Melbourne Beach

**REGULAR TOWN COMMISSION MEETING  
OCTOBER 19, 2022 at 6:00 p.m.  
COMMUNITY CENTER – 509 OCEAN AVENUE**

## **MINUTES**

### **Commission Members:**

Mayor Wyatt Hoover  
Vice Mayor Joyce Barton  
Commissioner Sherri Quarrie  
Commissioner Corey Runte  
Commissioner Marivi Walker

### **Staff Members:**

Town Manager Elizabeth Mascaro  
Town Attorney Cliff Repperger  
Finance Manager Jennifer Kerr  
Building Official Robert Bitgood  
Fire Chief Gavin Brown  
Police Chief Melanie Griswold  
Public Works Director Tom Davis  
Town Clerk Amber Brown

## 1. Call to Order

Mayor Wyatt Hoover called the meeting to order at 6 p.m.

## 2. Roll Call

Town Clerk Amber Brown conducted a roll call

### **Commission Members Present**

Mayor Wyatt Hoover  
Vice Mayor Joyce Barton  
Commissioner Sherri Quarrie  
Commissioner Corey Runte

### **Commission Members Absent**

Commissioner Marivi Walker-Excused

### **Staff Members Present**

Town Manager Elizabeth Mascaro  
Finance Manager Jennifer Kerr  
Building Official Robert Bitgood  
Fire Chief Gavin Brown  
Police Chief Melanie Griswold  
Public Works Director Tom Davis  
Town Clerk Amber Brown

## 3. Pledge of Allegiance and Moment of Silence

Mayor Wyatt Hoover led the Pledge of Allegiance

## 4. Public Comments

After being acknowledged by the Mayor, members of the public should state their name and address for the record. The Commission encourages citizens to prepare their comments in advance. Each individual will have three (3) minutes to address the Commission on any topic(s) related to Town business, not on the Agenda.

***Ali Dennington***  
***413 Surf Rd***

*Ali Dennington asked about the Code Enforcement investigation procedure because she filed a code complaint over two weeks ago. Made a public records request for the lease where Corey Runte is living. Objects to any vote by Corey Runte because he does not live here.*

***Dan Brunger***  
***400 Sixth Ave***

*Dan Brunger spoke about his appreciation for all of the work the Town has done since Hurricane Ian. Expressed concerns regarding the increase in electric vehicle fires, and the posed risk of those vehicles. Dan Brunger provided three supplemental articles and two legislative letters regarding electric vehicles.*

***Katie Cox***  
***1408 Atlantic St***

*Katie Cox spoke about coming tonight to correct a lie that was made about her at the last Town Commission Meeting.*

***Michael Petrose  
419 Ocean Ave***

*Michael Petrose spoke about the safety of the four-way stop at Ocean and Pine due to people not stopping.*

Public Works Director Tom Davis spoke about all of the stop signs meeting the requirements as well as the stop bars.

## **5. Approval of the Agenda**

Mayor Wyatt Hoover spoke about removing old business item A from the agenda and adding discussion on infrastructure improvements for Redwood and Cherry under old business.

**Commissioner Sherri Quarrie made a motion to approve the Agenda with the proposed changes; Vice Mayor Joyce Barton seconded; Motion carried 4-0.**

## **6. Consent Agenda**

- A. Approval of the Special Town Commission Meeting minutes for August 30, 2022
- B. Approval of the Town Commission Workshop minutes for September 15, 2022
- C. Approval of the site plan for 306 South Palm

**Commissioner Sherri Quarrie moved to approve the Consent Agenda; Vice Mayor Joyce Barton seconded; Motion carried 4-0.**

## **7. Old Business**

- A. Discussion and approval of the proposals for an electric car charging station

Old Business Item A was removed from the agenda

- B. Added discussion and approval on infrastructure improvements on redwood and cherry.

Old Business Item B was added to the agenda, and copies of the supporting documents were provided.

Town Manager Elizabeth Mascaro spoke about the infrastructure improvement plan which started on Monday. Met with Brewer Paving and went over the plan which ended up not including a ribbon curb along the whole project. Town Engineer Scott Glaubitz advised her his design only included a ribbon curb where the swales are being installed in order to keep the cost down. In addition to the ribbon curb, there

has been a substantial increase in the depth of the road belly on Cherry since the original pricing. The crown of the road will need to be increased.

Public Works Director Tom Davis spoke about the road settling issue along the entirety of Cherry Drive.

Town Manager Elizabeth Mascaro spoke about the breakdown of the additional costs.

The supporting documents breakdown the costs which are \$50,615.25 to remove the existing Miami curbs, \$76,117.25 to install ribbon curbing on the entire project, \$5,000.00 for traffic control, and \$50,000.00 to increase the crown of the road for a total cost of \$181,732.50.

Further discussion ensued

***Ali Dennington***  
***413 Surf Rd***

*Ali Dennington spoke about this not being part of the packet, so was it just added right now. Objects to spending the one hundred and eighty-one thousand dollars right now because this was not noticed on the agenda to the public. Don't vote on it right now, notice it and allow the public to look into it.*

Town Manager Elizabeth Mascaro spoke about this just happened this morning.

Commissioner Corey Runte spoke about emergency items come up during construction and there would be additional costs to postpone this a month.

**Vice Mayor Joyce Barton moved to approve the request to increase the infrastructure improvements for Redwood and Cherry by \$181,732.50 to allow for the installation of ribbon curbs and increasing the crown of the road on Cherry; Commissioner Sherri Quarrie seconded; Motion carried 4-0.**

## **8. New Business**

- A. Consideration of Proclamation recognizing October 23<sup>rd</sup> through October 29<sup>th</sup>, 2022 as Childhood Cancer Awareness Week

**Commissioner Corey Runte made a motion to approve the consideration of Proclamation recognizing October 23<sup>rd</sup> through October 29<sup>th</sup>, 2022 as Childhood Cancer Awareness Week as presented; Commissioner Sherri Quarrie seconded; Motion carried 4-0.**

- B. Consideration of Proclamation recognizing September 17<sup>th</sup> through September 23<sup>rd</sup>, 2022 as Constitution Week

**Commissioner Corey Runte made a motion to approve the consideration of Proclamation recognizing September 17<sup>th</sup> through September 23<sup>rd</sup>, 2022 as**

**Constitution Week; Commissioner Sherri Quarrie seconded; Motion carried 4-0.**

- C. Consideration on extending the temporary outdoor seating resolution for an additional twelve (12) month period

Mayor Wyatt Hoover provided the background to this resolution.

Further discussion ensued

**Vice Mayor Joyce Barton made a motion to extend the temporary outdoor seating for town businesses for an additional twelve (12) months; Commissioner Corey Runte seconded; Motion carried 4-0.**

- D. Discussion and approval on adding a free exercise class on Wednesday mornings in Ryckman Park taught by Kelly Young

Kelly Young spoke about being a personal trainer and a yoga teacher and being passionate about health and well-being which is why she wants to provide this class.

Lisa Kishegi is on the Parks Board and spoke about bringing this forward to the Parks Board and then to the Commission for approval.

Further discussion ensued

**Vice Mayor Joyce Barton made a motion to approve the free exercise class offered by Kelly Young on Wednesday mornings in Ryckman Park through Parks and Recreation; Commissioner Corey Runte seconded; Motion carried 4-0.**

- E. Discussion and direction to address the repairs and improvements to the 6<sup>th</sup> Avenue boat ramp

Public Works Director Tom Davis spoke about the damage to the boat ramp from Hurricane Ian and the repairs they did to get it back open. There is a significant amount of water that gushes up the ramp during storms. He recommends raising the edges of the boat ramp to the same height as the wall.

Further discussion ensued

Commissioner Corey Runte spoke about putting down geogrid to keep the top layer in place.

Mayor Wyatt Hoover spoke about putting coquina down after the geogrid, and getting a comprehensive design drawn up to include a covered seating area and other improvements.

- F. Discussion and approval to purchase a new Pierce® multi-purpose response vehicle (rescue body fire pumper) to replace Engine 58

Mayor Wyatt Hoover spoke about this expenditure already being approved and budgeted as a capital item, but what is being presented now are the details.

Fire Chief Gavin Brown spoke about Engine 58, the Fire Department's front-line (primary) fire suppression apparatus is 18 years old and nearing the end of its recommended service life. By purchasing a new fire engine before the November 1<sup>st</sup> price increase, the Town can save over \$83,000 and start the 2.5-year build process.

**Ali Dennington  
413 Surf Rd**

*Ali Dennington asked about no matter how we purchase it we still have to pay ahead of time while it is being built, what happens if the company goes bankrupt during the build, details about selling or donating the old fire truck, if it is sold in the future where do those funds go.*

Fire Chief Gavin Brown spoke about having to pay upfront no matter what, and being issued a performance bond to cover if the company goes bankrupt. There are places to sell old fire trucks, donating it was brought up because the Town has done that in the past.

Mayor Wyatt Hoover spoke about the funds from selling the old fire truck would go into the general fund, but the decision on how to get rid of the old fire truck would be discussed at a later date.

**Vice Mayor Joyce Barton made a motion to approve the purchase for \$749,845.00 on a ten year term with the first payment date of 11/15/2023 at an interest rate of 4.93% with a yearly payment amount of \$79,459.02 for a total repayment amount of \$794,590.20; Commissioner Corey Runte seconded; Motion carried 4-0.**

**Commissioner Corey Runte made a motion to approve signing the intergovernmental cooperative purchasing agreement with the League of Oregon Cities and NPPGov to utilize their existing RFP cooperative purchasing program; Vice Mayor Joyce Barton seconded; Motion carried 4-0.**

G. Consideration of Resolution 2022-10 to enter into a lease-purchase agreement through Leasing 2 Inc. for the new Pierce® multi-purpose response vehicle

Fire Chief Gavin Brown spoke about this being part of the previous presentation for the lease, but they require a resolution to be signed.

**Commissioner Corey Runte made a motion to accept resolution 2022-10 to enter into a lease-purchase agreement through Leasing 2 Inc for a ten-year term; Commissioner Sherri Quarrie seconded; Motion carried 4-0.**

H. Discussion and approval to purchase stickers, banners, and a special logo for the 100-Year Anniversary of the Town of Melbourne Beach.

Town Manager Elizabeth Mascaro spoke about the Town being founded in 1883, but it was not incorporated until 1923 when the name changed from City of Melbourne Beach to Town of Melbourne Beach.

Commissioner Corey Runte spoke about focusing on the 1883 date so we don't confuse people.

Further discussion ensued

**Commissioner Corey Runte made a motion to approve marketing materials for the 140<sup>th</sup> year anniversary for the founding of Melbourne Beach; Vice Mayor Joyce Barton seconded; Motion carried 4-0.**

**New Action Item – Research potential 140-year celebration events - November**

## **9. Staff Reports**

### **A. Town Attorney Report**

No additions

### **B. Town Manager Report**

Town Manager Elizabeth Mascaro spoke about ending the last fiscal year and starting the new one. Everything went really well for the Town during Hurricane Ian.

### **C. Town Clerk Report**

Town Clerk Amber Brown spoke about working through things with BS&A regarding Vacation Rentals and Business Tax Receipts because the software is new and was built for us. Attended year one of the FACC Fall Academy which is a three-year-long academy. The first year included classes on elections, records management, ethics, Florida Government, and other core clerk classes.

### **D. Departmental Reports**

#### **1. Building Department**

Building Official Robert Bitgood spoke about streamlining things, and stop work orders have decreased a little.

#### **2. Public Works Department**

Public Works Director Tom Davis spoke about meeting with the Eagle Scout about the suicide prevention signs. The turnover in public works staff is not due to anyone, but because they were young and got into a trade job.

### 3. Code Enforcement

Building Official Robert Bitgood spoke about having some oversight of Code Enforcement, so it is now under him.

### 4. Police Department

Police Chief Melanie Griswold spoke about the next movie in the park is Hocus Pocus on October 21<sup>st</sup>. Thanked the police department and fire department for all of the work during Hurricane Ian. A new officer John Sullivan was just sworn in.

Commissioner Sherri Quarrie asked for some details from the speed trailers to be included in the monthly report.

### 5. Fire Department

Fire Chief Gavin Brown spoke about the Haunted House is this Friday and Saturday. The Fire Department had six certified firefighters staff the station during the hurricane. Had a few mutual aid calls to assist the City of Palm Bay twice, and once with Indialantic for a structure fire.

### 6. Finance Department

Finance Manager Jennifer Kerr spoke about this not being the final numbers for the last fiscal year as things are still being processed. Just started the interim audit. The Town received \$185,458.70 in parking meter revenue for the fiscal year 2022.

**Commissioner Corey Runte moved to approve the Finance Report as presented; Vice Mayor Joyce Barton seconded; Motion carried 4-0.**

## 10. Town Commission Comments

### A. Review of Commission Action Item List

#### **New Action Items**

- **Research potential 140-year celebration events**

#### **Updated**

- **Permanent Tree Lighting:** Public Works Director Tom Davis spoke about additional signs that were ordered for the Ocean and Pine intersection– November
- **Charging Stations:** Town Manager Elizabeth Mascaro spoke about getting other quotes which has raised additional questions - November



- **Multigenerational:** Town Manager Elizabeth Mascaro spoke about the Town Attorney working on the language - December
- **Research options regarding code 7A-55** – Building Official Robert Bitgood spoke about any alternative options would make an already nonconforming structure more nonconforming which would have an effect on other ordinances and have effects on the flood zones throughout the entire Town - November

**Closed**

- **Coordination of utility projects:** Public Works Director Tom Davis spoke about not having any issues with the City of Melbourne, and getting the patch that was an issue fixed – CLOSED
- **Grant Funding:** Town Manager Elizabeth Mascaro spoke about receiving additional grants, however, we did not qualify for them. Commissioner Corey Runte spoke about closing this item, but adding it as a priority as part of the S.E.A Project. - CLOSED

**B. General Comments**

Vice Mayor Joyce Barton spoke about being on the Florida League of Cities Board and going into the legislative season if there are any suggestions or concerns related to any legislative issues get with her. Right now the main concerns are the Form 1 and short-term rentals. There were discussions to require more in-depth financials for the Form 1 which they are opposing because it is already hard to get elected officials. The other concern is short-term rentals which are still being discussed. Also, last week she attended the Space Coast Transportation Planning Organization and approved a master resiliency plan, and attended a four-hour ethics training.

Commissioner Corey Runte spoke about Mayor Wyatt Hoover receiving a Marine Resource Council award for the conservation of the lagoon.

**11. Adjournment**

**Commissioner Corey Runte moved to adjourn; Vice Mayor Joyce Barton seconded; Motion carried 4-0.**

Meeting adjourned at 8:55 p.m.

**ATTEST:**



  
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**Wyatt Hoover, Mayor**

  
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**Amber Brown, Town Clerk**