



CITY OF OAK HILL

REGULAR CITY COMMISSION MEETING

COMMISSION CHAMBERS - CITY HALL

234 South US Hwy 1

Oak Hill, FL 32759

386-345-3522

April 25, 2011

6:00 P.M.

AGENDA

A. OPENING

1. Invocation
2. Pledge of Allegiance
3. Roll Call

B. PRESENTATION

C. CITY ADMINISTRATION REPORTS

Discussion of vacant Commission seat 2

D. CITIZEN PARTICIPATION (Non-agenda – 15 Minutes)

E. CITY ATTORNEY NON-AGENDA ITEMS (Scott Simpson)

F. POLICE DEPARTMENT RELATED ITEMS (Chief Young)

Approval of the Police Mission Statement

G. CITY PLANNER ITEMS (Montye Beamer)

Direction on 2007 Small Scale Comprehensive Plan
Amendment

H. CONSENT AGENDA

1. Approval of April 11, 2011 Regular Meeting Minutes.
2. Approval of April 11, 2011 Workshop Minutes.
3. Approval of April 18, 2011 Special Meeting Minutes.
4. Approval of the Bills and Paid Interim Bills for April 25, 2011

I. OLD BUSINESS

RESOLUTION NO. 2011-13

A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA ESTABLISHING A YEARLY BASE SALARY FOR THE CITY CLERK / ADMINISTRATOR POSITION; AND ESTABLISHING AN EFFECTIVE DATE.

RESOLUTION # 2011-14

AN RESOLUTION OF THE CITY OF OAK HILL, VOLUSIA COUNTY, FLORIDA, APPOINTING KOHN EVANS AS DEPUTY CITY CLERK AND PROVIDING FOR COMPENSATION; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

J. NEW BUSINESS

1. "Driving Miss Daisy" (Vice Mayor Lee Cook)

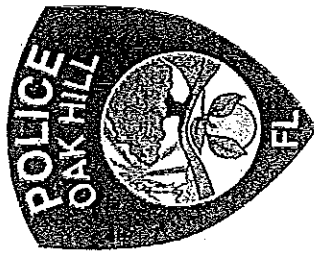
K. BOARDS & COMMITTEES

EZDA (Enterprise Zone Development Agency)
Economic Development Board
Waterfront Committee
PLDRC (Planning & Land Development Regulation Commission)
Parks and Recreational Advisory Board
Historical Preservation Board
Grant Committee

L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

M. ADJOURNMENT

Note: In accordance with Resolution 2006-17, a three (3) minute time limitation per speaker will be imposed. A speaker may address the Commission for a maximum of three (3) minutes during the Public Participation portion of the meeting, and for a maximum of three (3) minutes during any specific Agenda topic. Pursuant to Florida Statute 166.041 (3) (A), if an individual decides to appeal any decision made with respect to any matter considered at a meeting or hearing, that individual will need a record of the proceedings and will need to ensure that a verbatim record of the proceedings is made.



The Oak Hill Police Department

is committed to protecting our time honored community by serving each of our citizens in a courteous and professional manner. We recognize our responsibility to improve the quality of life through, community partnerships, individual relationships and proactive policing.

Oak Hill Police Department Mission Statement April 4th, 2011



CITY OF OAK HILL

REGULAR CITY COMMISSION MEETING

COMMISSION CHAMBERS - CITY HALL

234 South US Hwy 1

Oak Hill, FL 32759

386-345-3522

April 11, 2011

6:00 P.M.

MINUTES

A. OPENING

1. Invocation
2. Pledge of Allegiance
3. Roll Call

Commissioner Ron Engele, Present; Mayor Darla A. Lauer, Excused; Vice Mayor Mary Lee Cook, Present; Commissioner Kathy Bittle, Present; Commissioner Linda Hyatt, Present.

B. PRESENTATION

**Willie Scales on Car Charging Stations in our City
No Report**

Gene Gizzi informed the Commission that the health insurance is going up in May so that the Commission could have the opportunity to look at other alternatives. The Commission agreed to have a special meeting on April 18, 2011 at 5:00 pm

C. CITY ADMINISTRATION REPORTS

Mid-year Budget adjustments.

The Interim Deputy City Clerk, Kohn Evans presented the proposed mid-year adjustments to the Commission. A Motion was made by Commissioner Hyatt and seconded by Commissioner Engele to accept the Budget midyear adjustments. The motion carried 4-0 with voting as follows: Commissioner Engele, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

The Commission agreed to allow the Community Trust to put up blinds at the VIA hall at their expense.

The Commission chose to waive the park fees for renting Mary Dewees Park for the Spring Festival on May 7, 2011 sponsored by the Community Trust.

Gary Bittle, Founding Board Member of the Burns Sci-Tech Charter School gave an update on the progress of the school and read an introduction of the current school board members and their credentials.

The City Clerk announced that Mr. Liquori report was finished. The Commission set a meeting date for April 18, 2011 at 5:00pm to review the report.

D. CITIZEN PARTICIPATION (Non-agenda – 15 Minutes)

Samantha Bishop, Executive Vice President of the Southeast Volusia Chambers of Commerce presented City Clerk Laura Goodearly with an Honorary Board of Directors Certificate.

E. CITY ATTORNEY NON-AGENDA ITEMS (Scott Simpson)

Scott Simpson has asked if the Commission would like to fight the unemployment for Mike Ihnken. The Commission by consensus decided to fight the unemployment.

F. POLICE DEPARTMENT RELATED ITEMS (Chief Young)

RESOLUTION 2011-16

A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA, APPOINTING LADISLAS SZABO FROM PART-TIME POLICE OFFICER TO A FULL TIME POLICE OFFICER; ESTABLISHING AN HOURLY RATE; AND ESTABLISHING AN EFFECTIVE DATE.

A Motion was made by Commissioner Hyatt and seconded by Commissioner Engele to accept Resolution 2011-16. The motion carried 4-0 with voting as follows: Commissioner Engele, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

G. CITY PLANNER ITEMS (Montye Beamer)

1. ORDINANCE NO. 2011-01 (second reading)

AN ORDINANCE OF THE CITY OF OAK HILL, VOLUSIA COUNTY, FLORIDA AMENDING ARTICLE VIII (SIGNS) OF CHAPTER 24 (LAND DEVELOPMENT REGULATIONS) OF THE CITY OF OAK HILL CODE OF ORDINANCES; PROVIDING FOR CONFLICTING PROVISIONS, SEVERABILITY AND APPLICABILITY; PROVIDING FOR CODIFICATION AND AN EFFECTIVE DATE.

A Motion was made by Commissioner Hyatt and seconded by Commissioner Engele to accept Ordinance 2011-01. The motion carried 4-0 with voting as follows: Commissioner Engele, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

H. CONSENT AGENDA

1. Approval of March 28, 2011 Regular Meeting Minutes.
2. Approval of the Bills and Paid Interim Bills for April 11, 2011

A Motion was made by Commissioner Hyatt and seconded by Commissioner Engele to accept consent agenda items 1 and 2. The motion carried 4-0 with voting as follows: Commissioner Engele, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

I. OLD BUSINESS

NONE

J. NEW BUSINESS

RESOLUTION NO. 2011-13

A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA ESTABLISHING A YEARLY BASE SALARY FOR THE CITY CLERK / ADMINISTRATOR POSITION; AND ESTABLISHING AN EFFECTIVE DATE.

Tabled till the next Commission Meeting.

RESOLUTION # 2011-14

AN RESOLUTION OF THE CITY OF OAK HILL, VOLUSIA COUNTY, FLORIDA, APPOINTING KOHN EVANS AS DEPUTY CITY CLERK AND PROVIDING FOR COMPENSATION; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

Tabled till the next Commission Meeting.

RESOLUTION 2011-15

**A RESOLUTION OF THE CITY OF OAK HILL CITY COMMISSION,
RE-EMPHASIZING OUR COMMITMENT TO MAINTAIN CIVILITY IN
THE CONDUCT OF THE PUBLIC'S BUSINESS.**

**A Motion was made by Commissioner Hyatt and seconded by
Commissioner Engele to accept Resolution 2011-15. The motion carried
4-0 with voting as follows: Commissioner Engele, Yes; Vice Mayor
Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.**

K. BOARDS & COMMITTEES

There were no committee members present.

EZDA (Enterprise Zone Development Agency)
Economic Development Board
Waterfront Committee
PLDRC (Planning & Land Development Regulation Commission)
Parks and Recreational Advisory Board
Historical Preservation Board
Grant Committee

L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

**Commissioner Engele gave an update on the fire hydrants at Indian Harbor
Estates.**

**Commissioner Bittle would like the left over fund for the CDBG Grant of
40,000.00 to be used for new park equipment.**

M. ADJOURNMENT 8:00pm

DARLA A. LAUER/MAYOR

ATTEST:

LAURA GOODEARLY, CITY CLERK

APPROVED FOR LEGALITY AND FORM:

SCOTT E. SIMPSON, CITY ATTORNEY

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hearing, that individual will need a record of the proceedings and will need to ensure that a verbatim record of the proceedings is made.



CITY OF OAK HILL

WORKSHOP MEETING

5:00 P.M. – COMMISSION CHAMBERS - CITY HALL

April 11, 2011

MINUTES

A. OPENING

B. ROLL CALL

Commissioner Ron Engele, Present; Mayor Darla A. Lauer, Excused; Vice Mayor Mary Lee Cook, Present; Commissioner Kathy Bittle, Present; Commissioner Linda Hyatt, Present.

C. FINAL REVIEW OF PERSONNEL MANUAL

Changes were made on pages 11, 15, 16, 18, and 21. The Commission will continue on page 23 on April 25, 2011 at 5:00pm

D. ADJOURNMENT 5:50pm

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CITY OF OAK HILL

SPECIAL MEETING

5:00 P.M. – COMMISSION CHAMBERS - CITY HALL

April 18, 2011

**Monday
April 18, 2011
5:00PM
Minutes**

A. Opening

B. Roll Call

Commissioner Ron Engele, Present; Mayor Darla A. Lauer, Absent; Vice Mayor Mary Lee Cook, Present; Commissioner Kathy Bittle, Present; Commissioner Linda Hyatt Present.

C. Discussion and Approval of new Health Insurance from May 1, 2011 to April 30, 2012

Gene Gizzie presented the Commission with the different health insurance options he had compiled. The Commission then asked questions and discussed the options.

A motion was made by Commissioner Hyatt, and seconded by Vice Mayor Cook to renew the City's current health insurance plan, and will revisit options at budget time. The motion carried 4-0 with voting as follows: Commissioner Engele, Yes; Commissioner Kathy Bittle, Yes; Vice Mayor Cook, Yes; Commissioner Hyatt, Yes.

D. Discussion of Chief William A. Liquori Administrative Audit of the Police Department

Vice Mayor Cook asked questions, in reference to the audit, to Chief Diane Young.

A discussion ensued of the grant for a police officer.

A motion was made by Commissioner Ron Engele, and seconded by Commissioner Linda Hyatt for the Chief to vigorously work to hire a police officer for the open position supported by the grant. The motion carried 4-0 with voting as

follows: Commissioner Engele, Yes; Commissioner Kathy Bittle, Yes; Vice Mayor Cook, Yes; Commissioner Hyatt, Yes.

Vice Mayor made a motion to table this till the next meeting, this failed for lack of a second.

Vice Mayor Cook asked for the topic of "Driving Miss Daisy" to be placed on the next Commission Meeting.

Chief Diane Young stated she needed the support of the Commission.

A motion was made by Commissioner Hyatt and seconded by Commissioner Ron Engele to support Chief Diane Young in her efforts to pursue the audit's recommendations and the Commission will review the progress in six months. The motion carried 4-0 with voting as follows: Commissioner Engele, Yes; Commissioner Kathy Bittle, Yes; Vice Mayor Cook, Yes; Commissioner Hyatt, Yes.

E. Adjournment

6:30PM

Pursuant to Florida Statute 166.041 (3) (A) including 286.0105, if an individual decides to appeal any decision made with respect to any matter considered at a meeting or hearing, that individual will need a record of the proceedings and will need to ensure that a verbatim record of the proceedings is made.

04/20/11

A/P Aging Detail

As of April 20, 2011

Type	Date	Num	Name	Memo	Open Balance
Current					
Bill	4/1/2011	14175954	Kelly Services, Inc.	Powell - Temp Work - 4/4/11 - 4/8/11	592.68
Bill	4/1/2011	5724414	Mellife	April - Dental	457.27
Bill	4/1/2011	9190304	RICOH LEASING	April - Copier Maintenance	237.15
Bill	4/1/2011	1199476	Galls, An Aramark Company	Office Equipment/PD - Trousers	41.32
Bill	4/1/2011	0033504-IN	Sichie Finger Print Laboratories	Office Equipment/PD - evidence supplies	173.68
Bill	4/1/2011	213294	Watkins Oil Co, Inc.	Cruiser Fuel/PD-105.4	405.12
Bill	4/1/2011	1104903	COMMUNICATION INTERNATIONAL	Radar Calibration	252.50
Bill	4/1/3/2011	92452	ADVANCE HEAT & AIR	replaced capacitor in the alc at VIA Hall	195.00
Bill	4/1/3/2011	3228901-0	CAPITAL OFFICE PRODUCTS	file folders, pens, divd, paper, tape and index cards	64.15
Bill	4/1/3/2011	59898A	Evident - Crime Scene Products	Evidence tags	30.00
Bill	4/1/4/2011	4/1/2011	Michael Herndon	Reimbursement for boots -herdon	34.00
Bill	4/1/4/2011	april	BANK OF AMERICA	2 - Power Inverters - PD	117.09
Bill	4/1/4/2011	91448-23417	FPL - 91448-23417 MD - Rec Center	April - MD Rec Center - March and remainder of February	482.29
Bill	4/1/5/2011	6/2012	International Institute of Municipal Clerk	Membership renewal	135.00
Bill	4/1/9/2011	April	Montye Beamer	April - Planning Services	1,785.81
Bill	4/20/2011	4/23/2011	Michael J Herndon Cleaning	Office Cleaning	100.00
Total Current					5,103.06
1 - 30					
Bill	4/1/2011	2011104054	Biological Consulting Services	3 - Site Visits	459.81
Bill	4/1/2011	13273735	Kelly Services, Inc.	Powell - W/E 4/3/2011	604.00
Bill	4/1/2011	March	Scott E. Simpson, P.A.	March - Legal Services	3,786.00
Bill	4/1/2011	3656587	Safeguard Dental & Vision	March - Vision	60.72
Bill	4/1/2011	1904-032011	GOVDEALS	Selling car #15	309.38
Bill Pmt-Check	4/11/2011	11254	Anderson Rentals, Inc.	Port a Johns at MD - March	(107.50)
Bill	4/3/2011	9528994	Pitney Bowes Inc.	Lease - Property tax	19.86
Bill	4/5/2011	1051286	HOMÉ DEPOT	Parks - cleaners and trash bags, PW - Bug spray, hammer drill and sprayer	189.68
Bill	4/6/2011	94609-05954	FPL/CH 94609-05954	April - CH	335.48
Bill	4/6/2011	84837-75535	FPL - 84837-75535 - N/C Restrooms	April -N/C restrooms	14.22
Bill	4/6/2011	83399-00931	FPL/STREET LIGHTS 83399-00931	April- Street Lights	1,503.98
Bill	4/6/2011	29190-06532	FPL - 29190-06532 - N/C pump	April - N/C Pump	29.68
Bill	4/6/2011	10887-25443	FPL - 10887-25443 - N/C OL	April - NC Outside Lights	53.73
Bill	4/6/2011	83830-01909	FPL/VIA 83830-01909	April - VIA	31.39
Bill	4/6/2011	83880-08933	FPL/PW 83880-08933	April - PW	61.72
Bill	4/6/2011	1146	DYNAMETER	4 - Radar check	80.00
Bill	4/6/2011	93074000	Harts Corporation	April - Maintenance fee	55.00
Bill	4/8/2011	213070	Watkins Oil Co, Inc.	Cruiser Fuel/PD-188.9	708.40
Bill	4/8/2011	1234690	Daytona Nut And Bolt	Repairs-Maint/CH - Hurricanes Shutter parts	120.00
Bill	4/9/2011	1795952 04911	CRYSTAL SPRINGS	April - Water Cooler	51.45
Bill	4/9/2011	345-3522	AT & T	April - CH Phone	255.88
Bill	4/9/2011	345-3921	AT & T	April - PD Phone	259.16
Bill	4/9/2011	345-3392	AT & T	April - PW Phone	85.89
Total 1 - 30					8,967.93
> 30					
Credit	3/16/2011	5724414	Mellife	Virginia Refund	(74.54)
Total > 30					(74.54)
TOTAL					13,996.45

RESOLUTION NO. 2011-13

A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA ESTABLISHING A YEARLY BASE SALARY FOR THE CITY CLERK / ADMINISTRATOR POSITION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS; THE CITY COMMISSION ON JANUARY 10, 2011, BY MAJORITY VOTE, SELECTED LAURA GOODEARLY FOR THE POSITION OF CITY CLERK / ADMINISTRATOR; AND

WHEREAS; THE FOLLOWING SALARY IS PROPER AND IN ACCORDANCE WITH THE PROVISIONS OF THE CITY OF OAK HILL'S 2010-2011 FISCAL YEAR BUDGET, REGARDING SALARIES.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION
WHEREAS; THE CITY OF OAK HILL, FLORIDA;

SECTION 1: THAT THE ANNUAL BASE SALARY FOR CITY CLERK / ADMINISTRATOR SHALL BE \$_____.

SECTION 2: THAT THIS RESOLUTION SHALL BE EFFECTIVE AS OF APRIL 8, 2011.

The above and foregoing resolution was moved for approval by _____ and seconded by _____ and upon vote subscribed herein, the same was declared to be adopted at this Regular Meeting of the City Commission of Oak Hill, Florida held on April 11, 2011.

A roll call vote resulted as follows: Commissioner Engele, ____; Mayor Lauer, ____; Vice Mayor Cook, ____; Commissioner Bittle, ____.

DARLA LAUER, MAYOR

ATTEST:

LAURA GOODEARLY, CITY CLERK

APPROVED FOR LEGALITY AND FORM:

SCOTT SIMPSON, CITY ATTORNEY

RESOLUTION
Amended 2010-07
04/26/10

RESOLUTION # 2011-14

**AN RESOLUTION OF THE CITY OF OAK HILL,
VOLUSIA COUNTY, FLORIDA, APPOINTING KOHN
EVANS AS DEPUTY CITY CLERK AND
PROVIDING FOR COMPENSATION; PROVIDING
FOR SEVERABILITY, AND PROVIDING FOR AN
EFFECTIVE DATE.**

WHEREAS, due to the recent resignation of the former City Clerk, a vacancy has occurred in the position of Deputy City Clerk.

WHEREAS, Kohn Evans has served in the position of Interim Deputy City Clerk for the City for the past three months and the City Commission believes she has the knowledge and skill to serve as Deputy City Clerk.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION
OF THE CITY OF OAK HILL, FLORIDA:**

Section 1. The City Commission of the City of Oak Hill hereby appoints Kohn Evans as Deputy City Clerk at a compensation rate of \$_____ Per Hour

Section 2. Severability. If any section, sentence, clause, phrase of the Resolution is held to be invalid or unconstitutional by any Court of competent jurisdiction, that holding shall in no way affect the validity of the remaining portions of this Ordinance.

Section 3. Conflicting Resolutions. All Resolutions, or parts of Resolutions, in conflict herewith, or contrary hereto are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This Resolution shall become effective as of April 8, 2011

It was moved by _____ and seconded by _____ that said Resolution 2011-14, be passed on first reading. A roll call vote of the City Commission on said motion resulted as follows:

Mayor Lauer, Mayor _____

Commissioner Hyatt, Seat #4 _____

Commissioner Marcello, Seat #1 _____

Vice-Mayor Cook, Seat #2 _____

Commissioner Bittle, Seat #3 _____

Commissioner Engele, Seat #1 _____

Darla Lauer, Mayor

ATTEST:

Laura Goodearly
City Clerk

Approved as to form and legality for the use and reliance of the City of
Oak Hill, Florida, only.

Scott E. Simpson, City Attorney