



CITY OF OAK HILL

REGULAR CITY COMMISSION MEETING

COMMISSION CHAMBERS - CITY HALL

**234 South US Hwy 1
Oak Hill, FL 32759**

September 13, 2010

6:00 P.M.

AGENDA

A. OPENING

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

Commissioner Bill Marcello, Excused Absence; Mayor Darla A. Lauer, Present; Vice Mayor Mary Lee Cook, Present; Commissioner Kathy Bittle, Present; Commissioner Linda Hyatt, Present.

B. CITY ADMINISTRATION REPORTS

1. Request from FL. Dept. of Financial Services

Mr. Randell Brown, CPM, FL. Dept. of Financial Services, introduced himself and requested if the Commission would like to conduct a hurricane preparedness workshop for citizens and businesses. The Commission agreed and requested that a date and time be set between staff and the Dept. of Financial Services.

2. Request for Special Event Permit

The Commission approved by consensus the special event permit scheduled for October 1st through the 3rd at the Oak Hill Flea Market.

C. CITIZEN PARTICIPATION (Non-agenda – 15 Minutes) - NONE

D. CITY ATTORNEY NON-AGENDA ITEMS – NOT PRESENT

E. POLICE DEPARTMENT RELATED ITEMS (Chief Young) – NO REPORT

F. CONSENT AGENDA

1. Approval of the Bills and Paid Interim Bills for September 13, 2010

2. Approval of August 23, 2010 Regular Meeting Minutes

A motion was made by Commissioner Hyatt and seconded by Commissioner Bittle to approve consent agenda items 1 and 2 to include additional bills as stated by the City Clerk. The motion carried 4-0 with voting as follows: Mayor Lauer, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

Mayor Lauer adjourned the regular meeting at 6:20 p.m.

G. CDBG BUSINESS

Mayor Lauer opened the First Public Hearing at 6:21 p.m.

1. First Public Hearing - Community Development Block Grant (CDBG)
(Ronald Vanzant & Blount Armstrong - Jordan & Associates)

Mr. Vanzant, Jordan & Associates, summarized the CDBG Small Cities Grants categories to include 1) Housing Rehabilitation 2) Community Revitalization 3) Neighborhood Stabilization and 4) Economic Development. Mayor Lauer asked for any public comment. There were no public comments.

Mayor Lauer adjourned the Public Hearing at 6:24 p.m.

Mayor Lauer re-opened the Regular Commission Meeting at 6:25 p.m.

2. Fair Housing Workshop for General Public and Elected Officials –
Community Development Block Grant (CDBG) (Ronald Vanzant &
Blount Armstrong – Jordan & Associates)

Mr. Vanzant stated that as a requirement for the grant the City must hold a Fair Housing Workshop for General Public and Elected Officials. Mr. Armstrong stated that the City does have a Fair Housing Ordinance and explained that should there be a complaint there is information available in City Hall to file a grievance.

Mr. Blount Armstrong, Jordan & Associates, reported that the Citizen Advisory Task Force (CATF) had met prior to the regular meeting to discuss CDBG grant categories. He explained after discussion and questions the task force consisting of 3 citizen members recommended that the City move forward in obtaining a grant for the housing rehabilitation program.

A motion was made by Commissioner Hyatt and seconded by Commissioner Bittle to pursue the 2010 CDBG Grant Cycle for the Housing Rehabilitation Category. The motion carried 4-0 with voting as follows: Mayor Lauer, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

H. OLD BUSINESS

1. City Parks Applications and Fees. (Commissioner Bittle)

The Commission agreed by consensus that the applications and fees were acceptable as presented.

2. Land Lease Agreement for Caretaker at Mary DeWees Park.(City Clerk)

The City Clerk explained that the initial agreement had requested the caretaker provide certain services for Mary DeWees Park and pay lot rent in the amount of \$200. Ms. Shari Courtemanche stated that she had taken care of the park for over 3 years and had no serious complaints or problems. She stated that she was currently on disability however could still complete those services to the park. She stated that she would not be able to afford the \$200 lot rent and requested that fee be waived. Mrs. Renee Sortman verified Ms. Courtemanche services to the City and stated that she only charges the minimum mortgage to her tenant. She stated that if the City charges lot rent she would have to foreclose and this would take additional time. Mayor Lauer suggested working out the agreement between the owner, tenant and the City Attorney. The Commission agreed that the lot rent could be waived.

I. NEW BUSINESS

1. FY 2010-2011 TPO (Formerly MPO) Membership Assessment & Funding Agreement. (City Clerk)

The City Clerk reported that the City must renew the FY 2010-2011 TPO Funding Agreement and requested who would be taking Commissioner Marcello's seat on the TPO. Commissioner Hyatt reported that she and Commissioner Elect Engele would be attending the next TPO scheduled for September 28th.

2. RESOLUTION NO. 2010-13; A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA, ESTABLISHING A PROMOTION FOR OFFICER BRIAN RILEY FROM POLICE OFFICER TO POLICE SERGEANT; ESTABLISHING AN HOURLY RATE AND ESTABLISHING AN EFFECTIVE DATE. (Chief Young)

The City Clerk read Resolution No. 2010-13 by title. A motion was made by Commissioner Hyatt and seconded by Vice Mayor Cook to adopt Resolution No. 2010-13. The motion carried 4-0 with voting as follows: Mayor Lauer, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

3. **RESOLUTION NO. 2010-14; A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA, APPOINTING CHRISTOPHER J. ANTERIO TO A FULL TIME POLICE OFFICER POSITION; ESTABLISHING AN HOURLY RATE; AND ESTABLISHING AN EFFECTIVE DATE.(Chief Young)**

The City Clerk read Resolution No. 2010-14 by title. A motion was made by Vice Mayor Cook and seconded by Commissioner Hyatt to adopt Resolution No. 2010-14. The motion carried 4-0 with voting as follows: Mayor Lauer, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

4. **RESOLUTION NO. 2010-15; A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA, APPOINTING LADISLAS SZABO TO A PART TIME PAID POLICE OFFICER POSITION; ESTABLISHING AN HOURLY RATE; AND ESTABLISHING AN EFFECTIVE DATE.(Chief Young)**

The City Clerk read Resolution No. 2010-15 by title. A motion was made by Commissioner Hyatt and seconded by Commissioner Bittle to adopt Resolution No. 2010-15. The motion carried 4-0 with voting as follows: Mayor Lauer, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

5. **RESOLUTION NO. 2010-16; A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA APPOINTING MARK A. WATSON AS A PART TIME NON-PAID RESERVE OFFICER; AND ESTABLISHING AN EFFECTIVE DATE. (Chief Young)**

The City Clerk read Resolution No. 2010-16 by title. A motion was made by Commissioner Bittle and seconded by Commissioner Hyatt to adopt Resolution No. 2010-16. The motion carried 4-0 with voting as follows: Mayor Lauer, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

6. **RESOLUTION NO. 2010-17; A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA APPOINTING RANDALL B. HATFIELD AS A PART TIME NON-PAID RESERVE OFFICER; AND ESTABLISHING AN EFFECTIVE DATE. (Chief Young)**

The City Clerk read Resolution No. 2010-17 by title. A motion was made by Commissioner Hyatt and seconded by Commissioner Bittle to adopt Resolution No. 2010-17. The motion carried 4-0 with voting as follows: Mayor Lauer, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

Chief Young presented Officer McCarthy with his Officer Badge and thanked him for his long time consistent and valuable service to the City of Oak Hill.

7. **RESOLUTION NO. 2010-18; A RESOLUTION OF THE CITY OF OAK HILL, VOLUSIA COUNTY, FLORIDA, AUTHORIZING THE LIMITED CARRY OVER OF ACCRUED VACATION TIME FOR OFFICER GREG GFELL BEYOND THE NORMAL LIMIT OF 240 VACATION HOURS SUBJECT TO TERMS AND CONDITIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. (Chief Young)**

The City Clerk read Resolution No. 2010-18 by title. A motion was made by Commissioner Hyatt and seconded by Vice Mayor Cook to adopt Resolution No. 2010-18. The motion carried 4-0 with voting as follows: Mayor Lauer, Yes; Vice Mayor Cook, Yes; Commissioner Bittle, Yes; Commissioner Hyatt, Yes.

Chief Young requested review by the Commission for removal of her 6 month probationary period as she was hired Chief on March 8, 2010.

J. BOARDS & COMMITTEES

EZDA (Enterprise Zone Development Agency) – No Report
Economic Development Board – Ms. Nora Jean Gillespie reported on the Economic Development Grant which could be applied simultaneously with the housing rehabilitation grant. She reported that Save-A-Lot was seeking locations for new stores.
Waterfront Committee – No Report
PLDRC (Planning & Land Development Regulation Commission) - No Report
Parks and Recreational Advisory Board – No Report
Historical Preservation Board – No Report
Grant Committee – No Report

K. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

Commissioner Hyatt reported attendance and reading of the proclamation for Constitution day at the New Smyrna Beach Library. She reported that the Veterans Administration was looking for land for additional cemeteries.

Commissioner Bittle reported that the Community Trust would be holding a meet the Candidate day on September 18th.

Ms. Sharan Luebbbers, Candidate for District 3 School Board, introduced herself.

L. ADJOURNMENT

There being no further business, the meeting adjourned at 6:57 p.m.

DARLA A. LAUER/MAYOR

ATTEST:

VIRGINIA S. HAAS, CITY CLERK/ADMINISTRATOR

APPROVED FOR LEGALITY AND FORM:

SCOTT E. SIMPSON, CITY ATTORNEY