



## **CITY OF OAK HILL**

### **REGULAR CITY COMMISSION MEETING**

#### **COMMISSION CHAMBERS - CITY HALL**

**234 South US Hwy 1**

**Oak Hill, FL 32759**

**386-345-3522**

**JANUARY 9, 2012**

**6:00 P.M.**

#### **MINUTES**

#### **A. OPENING**

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

**Present at Roll Call: Mayor Mary Lee Cook, Vice Mayor Linda Hyatt, Commissioners Ron Engele and Douglas Gibson. Commissioner Kathy Bittle arrived at 6:10pm**

#### **B. PRESENTATION**

1. Citizen of the First Quarter Robert Clinton – Mayor Cook read into record the Proclamation to Mr. Clinton.

#### **C. CITY ADMINISTRATION REPORTS**

1. City Hall – Drainage field

**The City Clerk explained the septic system at City Hall needs to be repaired due to lack of drainage; the cost of the repair has not been determined as of yet.**

**A motion was made by Commissioner Engele and seconded by Commissioner Gibson to authorize the Mayor to approve the cost of the repair up to \$2500. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Engele, Yes; Commissioner Gibson, Yes; Commissioner Bittle, Yes. The motion carried 5-0.**

2. Charter Review

**The City Clerk explained the topic of the City Charter has been broached and would like to know if the Commission would like to review the Charter. The City attorney stated that the City's Charter is a bit antiquated and should be reviewed. The City attorney stated he would highlight the areas that he suggests should be addressed and urged the Commission to review additional Charters from other cities which are available at MuniCode online. The City Clerk will distribute copies of the attorney's highlighted Charter to the Commission for their review.**

3. Animal Control

The City Clerk stated that a gentleman, who has completed the Animal Control Certification course, is interested in assisting the City with Animal Control Services. The Commission and the City attorney expressed their concerns with liability and auto insurance for the individual and directed the City Clerk to further research how other cities handle this service.

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

Euda Mary Alderman, speaking on behalf of the Friends of the Library, invited everyone to a concert at the VIA Hall featuring the folk band HungryTown which will be held Saturday January 21<sup>st</sup> at noon.

Mark Sparhawk read a statement into record in which he urged the Commission to review the City Charter especially in regards to the appointment to City boards, which he feels should allow business owners of Oak Hill to be represented.

Robert Livingston stated the Animal Control officer should carry liability insurance, to protect the City.

Lyn Seaward stated that during her years serving as Animal Control officer for another city, auto insurance including casualty was required.

Donia Dewees stated she would like to be appointed to the Historical Board. The Commission stated all she needs to do was to fill out the Board Volunteer form.

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

The City attorney updated the Commission in regards to the property at Lagoon and US Highway 1; he stated a meeting took place including the County and the City Attorney, Planner and Building Inspector. At this meeting it was decided that the property owner was to submit a new development site plan adhering to County specifications and submit it to the City for review by the Planning Board.

#### **F. POLICE DEPARTMENT RELATED ITEMS (Captain Summers)**

Captain Summers stated Animal Control in City is not an overwhelming issue and at this time his Deputies have been handling it well, therefore the Commission can thoroughly research this issue before hiring an outside source.

#### **G. CITY PLANNER ITEMS (Montye Beamer)**

##### **1. River Road Traffic Study**

The City Planner stated the traffic study on River Road has been completed and the County suggested reducing the speed limit to 30mph. If the Commission is satisfied with this result, then a motion to accept followed by a letter to the County will put the change into effect.

A motion was made by Commissioner Gibson and seconded by Vice Mayor Hyatt to accept the County's suggested speed limit reduction on River Road from 35mph to 30mph. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Engele, Yes; Commissioner Gibson, Yes; Commissioner Bittle, Yes. The motion carried 5-0.

#### **H. CONSENT AGENDA**

1. Approval of the Bills and Paid Interim Bills for January 9, 2012.
2. Approval of December 12, 2011 Regular Meeting Minutes.

A motion was made by Vice Mayor Hyatt and seconded by Commissioner Bittle to accept the Consent Agenda. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Engele, Yes; Commissioner Gibson, Yes; Commissioner Bittle, Yes. The motion carried 5-0.

#### **I. OLD BUSINESS - NONE**

#### **J. NEW BUSINESS**

1. Appointment of Robert Livingston to the Economic Development Board and the Waterfront Board

A motion was made by Vice Mayor Hyatt and seconded by Commissioner Gibson to appoint Robert Livingston to both the Economic Development Board and the Waterfront Committee. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Engele, Yes; Commissioner Gibson, Yes; Commissioner Bittle, Yes. The motion carried 5-0.

2. Reappointment of the PLDRC Members

A motion was made by Vice Mayor Hyatt and seconded by Commissioner Gibson to reappoint the current Planning Board members.

The Commission discussed the confusion of the terms and the City Attorney suggested a resolution be prepared to better outline the new terms. The Commission agreed to this suggestion and the City Clerk stated she would bring a Resolution to the next meeting.

The previous motion was withdrawn.

The City Attorney also suggested the Commission create the Economic Development Board and Waterfront Committee by Ordinance, and the Commission agreed.

#### **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

#### L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

Commissioner Engele informed the Commission the City is now the owner of a sweeper and it will be in use soon.

Commissioner Bittle stated she was concerned with the amount of electricity being used by the After School program at Mary Dewees park. The Commission decided a letter needs to be sent to the County Leisure Services stating they will need to begin paying the electricity bill and directed the City Clerk to do so.

Commissioner Gibson inquired about the Comp Plan and its progress. The City Planner stated she is diligently working on it.


Vice Mayor Hyatt reminded the Commission the new Personnel Manual needs to be reviewed again due to changes in the City's employee status and then adopted.

Mayor Cook amusingly stated that she had made the Associated Press' weird news stories for the incident that had occurred last year.

#### M. ADJOURNMENT – 7:35

  
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MARY LEE COOK, MAYOR

ATTEST:

  
\_\_\_\_\_  
KOHNS EVANS, CITY CLERK

APPROVED FOR LEGALITY AND FORM:

  
\_\_\_\_\_  
SCOTT E. SIMPSON, CITY ATTORNEY

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.