



CITY OF OAK HILL

REGULAR CITY COMMISSION MEETING

COMMISSION CHAMBERS - CITY HALL

234 South US Hwy 1

Oak Hill, FL 32759

386-345-3522

June 11, 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, Douglas Gibson and Kathy Bittle

B. PRESENTATION - NONE

C. CITY ADMINISTRATION REPORTS

1. Mid Year Budget Adjustments

The City Clerk stated a motion needed to be made in regards to the midyear budget adjustments that have been discussed.

A motion was made by Commissioner Gibson and seconded by Vice Mayor Hyatt to approve the midyear budget adjustments as stated by the City Clerk. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Engele, Yes; Commissioner Gibson, Yes; Commissioner Bittle, Yes. The motion carried 5-0.

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

Vicki Morgan, Randle Avenue, stated the repealing of Bill #1263 had passed and wanted to be sure the City has taken advantage of the 'opt out' option. The City Attorney stated he would research the matter in regards to what the City will need to do.

E. CITY ATTORNEY NON-AGENDA ITEMS (Scott Simpson) - NONE

F. POLICE DEPARTMENT RELATED ITEMS (Captain Summers) - NONE

G. CITY PLANNER ITEMS (Montye Beamer)

1. Nancy Cummings Park ADA Improvements

The City Planner stated the ADA Upgrades are completed at both Nancy Cummings and Mary Dewees Parks; and Volusia County stated there is an additional \$64,665 available. To accelerate the usage of these it would be

beneficial if the City enters a Sub recipient agreement with the County so they may use a contractor they have a Master Agreement with; saving the City the trouble of going out to bid. Commissioner Bittle, the City Clerk and the City Planner has already met with one of the contractors and they prepared a equipment and cost sheet in regards to Nancy Cummings Park and improvements and equipment that is quite satisfactory to Commissioner Bittle.

Julie Woods stated it may be more beneficial for the City to go out for bid and the City should also ask the residents what type of things they would like.

Commissioner Bittle stated she has spoken to various residents and children and feels this will satisfy them and she would like move forward.

A motion was made by Commissioner Bittle and seconded by Vice Mayor Hyatt to give the City Clerk permission to execute the Sub Recipient agreement with Volusia County in regards to the \$64,665 worth of available funds for ADA Upgrades at Nancy Cummings Park. 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. Evaluation and Appraisal Notification

The City Planner asked permission from the Commission to allow the Mayor to sign a letter to Ray Eubanks with Florida Department of Economic Opportunity in regards to the evaluation and appraisal of the City's Comprehensive Plan.

A motion was made by Vice Mayor Hyatt and seconded by Commissioner Engele Vice Mayor Hyatt to approve the Mayor to sign the letter that is to be forwarded to Florida Department of Economic Opportunity. 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 May 31, 2012 and June 11, 2012
2. Approval of May 14, 2012 Regular Meeting Minutes
3. Approval of May 14, 2012 Workshop Minutes

A motion was made by Vice Mayor Hyatt and seconded by Commissioner Gibson to approve 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

The Mayor stated the City at this time had received one bid to draw preliminary plans for the Public Works Building; it was from Danny Johns and the cost is \$500. The Mayor would like to proceed with that offer.

Commissioner Engele stated he had the tools to produce the preliminary drawing at no cost to the City and would like to have a short Workshop so he would have the dimensions and other comments the Commission suggests for the building.

The Commission scheduled a Workshop for June 25, 2012 at 5:30PM.

1. City Clerk probation period end.

The Mayor stated the City Clerk has reached the end of her six month probation period and requested the Commission remove her from probation.

A motion was made by Vice Mayor Hyatt and seconded by Commissioner Gibson to remove the City Clerk from her probation. 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. Water Certification and Testing for the Parks

The City Clerk stated there is a water testing company willing to contract with the City and to test the water as required and aide in certifying Terry Payne the Public Works/Parks Technician whom will take over the process when he becomes certified.

A motion was made by Commissioner Bittle and seconded by Commissioner Engele to give permission to the City Clerk to enter a contract with Davis Water Testing on the City's behalf. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Engele, Yes; Commissioner Gibson, Yes; Commissioner Bittle, Yes. The motion carried 5-0.

3. Review of the Personnel Manual

City Attorney Scott Simpson stated he received quotes from both a Labor Law firm and a Human Resources Consultant.

After some discussion the Commission requested the City Attorney if he would request a flat fee proposal with the Human Resource Consultant.

The City Attorney requested an electronic copy of the manual and he will research the matter.

J. NEW BUSINESS

1. Julie Woods Proposal

Julie Woods stated she would like to work with the City in acquiring grants for numerous projects.

The Commission stated they would like more time to review the proposal she had submitted and discuss it further at a future Workshop.

The Workshop was scheduled for July 23, 2012 at 5:00PM.

Maurice Matthews of Canal Road stated he is in the process of filing paperwork to have two of his properties annexed into the City limits; and since he had spent a considerable amount of money with prior annexations of his properties he would like the Commission to waive this fee.

A motion was made by Commissioner Bittle and seconded by Vice Mayor Hyatt to waive the annexation fees.

After some discussion the motion was withdrawn and the Commission requested the City Planner to research and find if these properties are eligible for annexation.

K. BOARDS & COMMITTEES

EZDA (Enterprise Zone Development Agency)

Julie Woods stated the EZDA board was only keeping up with the required yearly reports to retain the City's Enterprise Zone classification and she looked forward to expanding the board and its activities

Economic Development Board
Waterfront Committee

Cynthia Livingston, Galbraith Avenue, informed the Commission there would be a Waterfront Committee meeting Tuesday June 12, 2012. She also stated Donia Dewees and herself were interested in joining the Historical Board and asked if anyone else is interested in joining.

Robert Livingston, Galbraith Avenue stated he has sent editorials to the papers in regards to extending the No Wake zone to include the area of the clam leases, in hopes to protect them.

PLDRC (Planning & Land Development Regulation Commission)
Parks and Recreational Advisory Board
Historical Preservation Board


L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

M. ADJOURNMENT – 7:20PM



MARY LEE COOK, MAYOR

ATTEST:



KOHNS EVANS, CITY CLERK

APPROVED FOR LEGALITY AND FORM:



SCOTT E. SIMPSON, CITY ATTORNEY