



**August 13, 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 Douglas Gibson and Kathy Bittle; Ron Engele, excused absence.**

**B. PRESENTATION - NONE**

**C. CITY ADMINISTRATION REPORTS**

1. Recommendation of Award of Bids for the CDBG Small Cities Grant

**Ronald Vanzant stated there were some issues in regards to the recent bids submitted for the CDBG Small Cities Grant and he would like to request an extension from the Commission for the acceptance of these bids.**

**Vice Mayor Hyatt made a motion, seconded by Commissioner Gibson, to grant Jordan and Associates an extension so they can clear some issues of the bids received on August 13, 2012; they will return to the Commission on August 27, 2012 to request the award of the bids. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Gibson, Yes. Commissioner Bittle abstained. The motion carried, 3-0.**

2. Cemetery – East Side

**The City Clerk explained to the Commission there is interest in bringing the "Saints" and "Sinners" cemeteries into a maintained state. Also, there is interest in changing the names as well. She went on to explain the City Attorney suggested a title search and to file a complaint with the Department of Financial Services before moving forward.**

**The Commission directed the City Clerk to move ahead with the suggestions of the City Attorney.**

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

**Lyn Seaward, Ezra Road, stated in other states there is a program where prison inmates are provided to clean up historical cemeteries.**

**Captain Summers stated he would look into this option.**

**Richard Taylor, Randle Avenue, questioned the position of a Code Officer and he stated there is a property in his neighborhood that constantly has commercial vehicles parked there.**

The Commission stated they would look into the ordinance and do what they can on the issue.

Cynthia Livingston, Galbraith St, inquired about the School Crossing for Halifax and US 1. The City Clerk stated FDOT insured it would be done before the first day of school.

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

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

##### **1. Renewal of Contract**

Commissioner Gibson explained it was time to renew the service contract with Volusia County Sheriff's Office; he has reviewed the contract and stated it is for the duration of 3 years; the cost however is only for the upcoming fiscal year and subject to change.

Commissioner Gibson made a motion, seconded by Commissioner Bittle, to accept the terms of the Volusia County service contract and give the Mayor authorization to execute said contract. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Bittle, Yes; Commissioner Gibson, Yes. The motion carried, 4-0.

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

The City Planner read a document into record answering concerns from the last Commission Meeting that were brought up in her absence.

Richard Taylor, Randle Avenue, inquired about involuntary annexations of Indian Harbor Estates.

The City Planner stated if the Commission would like her to bring an estimated cost of going through the process of notifying citizens and other required procedures.

The Commission directed the City Planner and the City Clerk to bring forward an estimated cost of involuntary annexation of Indian Harbor Estates.

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

1. Approval of the Bills and Paid Interim Bills for August 13, 2012
2. Approval of July 23, 2012 Regular Meeting Minutes

Vice Mayor Hyatt made a motion, seconded by Commissioner Bittle, to approve the Consent Agenda. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Bittle, Yes; Commissioner Gibson, Yes. The motion carried, 4-0.

#### **I. OLD BUSINESS**

##### **1. FEMA Deobligated Funds**

Commissioner Gibson made a motion, seconded by Vice Mayor Hyatt, to authorize the City Clerk to pay the Deobligated funds FEMA is requesting, taking the funds as follows: \$37,750.00 from the Disaster fund and the remaining \$30,418.65 from the General fund. Roll Call Vote: Mayor Cook, Yes; Vice Mayor Hyatt, Yes; Commissioner Bittle, Yes; Commissioner Gibson, Yes. The motion carried, 4-0.

2. Annexations – Discussed earlier in the meeting.

### 3. Public Works Building

Mayor Cook stated she would like to move forward with the Public Works Building beginning with writing the requirements and advertising for bids. She also stated she had chosen Daniel Cory for the survey work.

The Commission agreed to compile the requirements to advertise for bids at a Workshop on August 27, 2012 at 5PM.

### J. NEW BUSINESS

At this time Mayor Cook recognized Judge Feigenbaum, and invited him to the podium to introduce himself.

Judge Feigenbaum approached the podium and thanked the Mayor and Commissioners for giving him the opportunity to speak. He stated he hoped the City of Oak Hill's citizens would be at the voting polls on August 14, 2012.

The Mayor then acknowledged Julie Wood and stated the Commission is in receipt of a new proposal from her for Water and Sewer grants.

The Commission decided to table this item until next Commission meeting and directed the City Clerk to inquire the cost of a Water Study.

### 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 Gibson stated he had inquired with the Sheriff's Office in regards to the amount of calls here in Oak Hill. He was surprised to see in May there was 387 calls and in June there was 347, and that there was no time during the day or night where there were more calls; it was even across the board.

### M. ADJOURNMENT – 7:30PM

  
\_\_\_\_\_  
MARY LEE COOK, MAYOR

ATTEST:

  
\_\_\_\_\_  
KOHN EVANS, CITY CLERK

APPROVED FOR LEGALITY AND FORM:

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