



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 14, 2013
6:00 P.M.
MINUTES**

A. OPENING

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

Present at Roll Call: Mayor Douglas Gibson, Vice Mayor Jeff Bracy, Commissioners Kathy Bittle, Robert Livingston and Ron Engle.

B. PRESENTATION - NONE

C. CITY ADMINISTRATION REPORTS

1. CDBG Small Cities Grant -- Jordan and Associates

The City Clerk explained Jordan and Associates would like to present change orders and request for funds.

Mr. Vanzant stated the following change orders needed approval:

LaRosa (OH-01)	Septic and well replacement
Fox (OH-03)	HVAC duct work replacement
Goodrich (OH-04)	Septic and well replacement and window upgrade
Safford (OH-06)	Wall replacement and termite treatment
White (OH-7)	Electrical wire, truss and HVAC replacement and change the bathroom vanity size
Westberry (OH-09)	Well replacement

Commissioner Engle made a motion, seconded by Commissioner Livingston, to approve the 6 Change Orders as presented by Ronald Vanzant of Jordan and Associates for the CDBG Small Cities grant. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engle, Yes; Commissioner Livingston, Yes; Commissioner Bittle, abstained. The motion carried, 4-0.

There was some discussion in regards to the home on Howes Street and today being the deadline for completion and the home is not complete. Mr. Vanzant explained the owner has various options to proceed with and he will continue to help resolve this issue.

Mr. Vanzant presented the requests for funds for work that has been completed.

Commissioner Engle made a motion, seconded by Commissioner Livingston, to approve the 4 requests for payments as presented by Ronald Vanzant of Jordan and Associates for the CDBG Small Cities grant. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engle, Yes; Commissioner Livingston, Yes; Commissioner Bittle, abstained. The motion carried, 4-0.

2. Synthetic Drug Ordinance

The City Clerk explained the City Attorney had drafted a Synthetic Drug Ban Ordinance and after reading the ordinance the City of Edgewater has recently passed, she would like the Commission's direction on this matter.

After some discussion the Commission directed the City Attorney to amend the ordinance to include the banning of paraphernalia as well as the synthetic drugs. Commissioner Engele also requested a copy of the City of Edgewater ordinance.

The City Clerk mentioned she had been listening to past Commission meeting minutes and said it is extremely hard to hear anyone who is not speaking into the microphone.

Vice Mayor Bracy agreed he had also noticed the problem as well and maybe the Commission should look into upgrading the system when budget time comes around.

The Commission agreed.

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

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

F. CITY PLANNER ITEMS (Montye Beamer)

1. Indian Harbor Estates – Interlocal Agreement

The City Planner stated the Interlocal Agreement for the Annexation of Indian Harbor Estates will be included on the County Council meeting on January 24, 2013. Kelli McGee of Growth Management has requested her presence at that meeting. The Commission agreed by consensus the City Planner should attend the meeting and speak on behalf of the City.

G. CONSENT AGENDA

1. Approval of the Bills and Paid Interim Bills for December 17, 2012 and January 8, 2013
2. Approval of December 10, 2012 Regular Meeting Minutes
3. Approval of December 17, 2012 Workshop Minutes

Vice Mayor Bracy made a motion, seconded by Commissioner Bittle, to approve the Consent Agenda. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.

H. OLD BUSINESS

1. Strategic Plan Proposal

Commissioner Engele inquired if the Commission had the chance to look at what a Strategic Plan is and means. The Commission members stated they had researched the subject.

Mayor Gibson stated he had met with Mayor Jennings of South Daytona where they create their own Strategic Plan with staff and citizens.

Vice Mayor Bracy stated he felt workshops with the City Boards and citizens would be an excellent way to begin. He also stated any funds spent on a Strategic Plan should be budgeted.

Julie Wood stated the City needed a professional Strategic Plan with goals and ways to meet those goals.

Mary Lee Cook, Ariel Road, stated the citizens need to be involved, and they should decide if funds are spent on a Strategic Plan.

Bill McGee, Halifax Avenue, stated he believes a Strategic Plan is important as it serves as a road map for the City. He also stated with the input of citizens we can create something to be proud of.

Sue Payne, Campton Street, stated it looks like we all want to set goals for the City and that Julie Wood could be the professional to help do that.

Bonnie Davis, Gary Avenue, stated she was confused as it seems the Commission needs to decide its course of action before seeking out a professional. Then that person needs to be given a task order to complete.

Commissioner Engle made a motion and then withdrew the motion.

Vice Mayor Bracy made a motion, seconded by Commissioner Engle, that the City will not accept the proposal presented by Julie Wood, and instead begin to have workshops with the City boards and citizens. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engle, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.

2. Public Works Building and City Property Survey

The City Clerk stated the Request for Proposal has been advertised with the bids for the City's Public Works building due by 2PM on January 23, 2013 and publicly opened at that time.

Commissioner Engle informed the Commission a couple of changes were made to the original RFP: a statement was added to allow other types of building material instead of just metal, and the concrete aprons around the building are now considered a separate bid.

Commissioner Engle expressed the need to survey all the parcels surrounding City Hall property; previously the survey only included the property City Hall sits on.

The Commission directed the City Clerk to request a quote from Daniel Cory to survey the 2 properties adjacent to the City Hall Property.

3. Future Annexations

Commissioner Engle informed the Commission he had a meeting with County Chair Jason Davis and expressed his goal of annexations. He also met with Councilwoman Deb Denys and expressed the same. He urged the Commission to keep pushing forward with continuing annexations.

I. NEW BUSINESS

1. Florida Rural Waters Association Application

The City Attorney voiced his concern with spending funds without going through the bidding process, and cited the Consulting Competition Act. He was also concerned as the application seemed to only address the City owning and operating a Water Plant and did not address the Tri-Party Agreement with Volusia County and the City of Edgewater.

Julie Wood explained to the Commission that the Florida Rural Waters Association will get the City the assessment it needs to move forward with grant funding.

The City Attorney suggested the Commission include language stating that the Association will also look at the option of utilizing the Tri-Party agreement.

A motion was made by Commissioner Engele and seconded by Commissioner Bittle to become a member of Florida Rural Water Association for \$110 and to provide a donation of \$2500 for engineering services.

Mark Sparhawk, Lagoon Mist, offered to donate the \$110 membership fee as he is ready to move forward.

The Commission accepted.

After some discussion the motion was withdrawn.

A motion was made by Commissioner Engele and seconded by Commissioner Bittle to become a member of Florida Rural Water Association with \$110 donated by Mr. Sparhawk and the City paying the \$2500 contribution for engineering services. When the application is transmitted the City Attorney will include a letter requesting the Association to also consider the Tri-Party agreement. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.

2. City Properties

Commissioner Engele stated the City owns property all around the City and suggested everyone go look at each one so the Commission can make the best decision about the possible use for each property.

3. Bicycle Parking

Commissioner Engele suggested the Commission look at possibly some signage directing bicyclists to Mary Dewees Park for rest and water. The Commission agreed that was a good idea.

The City Planner stated there are a few Trails programs that may be willing to help with signage.

J. 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

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

Julie Wood, Cypress Ave, stated the Commission needs to be more diligent in monitoring the City's contract employees.

Sue Payne, Campton Street, requested donations for the Burns Sci-Tech Charter School Cheerleading Squad; they have a competition coming up and it is \$60 per cheerleader.

Vice Mayor Bracy and Commissioner Livingston stated they would donate \$30 each.

Doug Conniff, Putnam Grove Road, stated he was preparing a packet of Waterfront Information for the City.

L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

Commissioner Livingston stated he had some complaints in reference to a tree limb that is hanging over Ridge Road and causing damage to trucks delivering to the school.

The City Planner cautioned that Ridge Road is unique as the street has meandered over the years and therefore the City's right way may be in question.

Vice Mayor Bracy stated that the Tree Ordinance also needs to be studied as it is quite restrictive. He also stated he would like to see the Tree Ordinance on the next Commission Meeting Agenda.

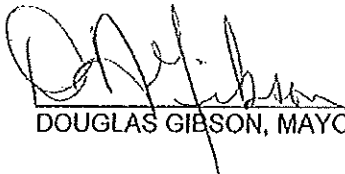
Mayor Gibson stated he would like to schedule a Joint Workshop with the Waterfronts Committee and the PLDRC to discuss goals for the City. He suggested Saturday, January 26, 2013 at 10AM. The Commission agreed by consensus.

Commissioner Engele stated he has asked Volusia County Sheriff's Department to provide a speed limit display trailer for when the sidewalk is being constructed to remind traffic to watch their speed. The Sheriff's Department stated that District 3's trailer is broken but they will try to borrow one from another district.

Commissioner Engele reminded the Commission that Hurricane season will be here soon and the Commission should review their Emergency Management plans.

Commissioner Engele suggested the Commission invite Glen Storch the lawyer for Farmton to come in and update the Commission on Farmton's progress.

M. ADJOURNMENT - 8:45PM


DOUGLAS GIBSON, MAYOR

ATTEST:

KOHN EVANS, CITY CLERK/ADMINISTRATOR

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.