



**January 28, 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 Engele.

B. PRESENTATION - NONE

C. CITY ADMINISTRATION REPORTS

1. CDBG Small Cities Grant – Jordan and Associates

The City Clerk stated Jordan has presented the Change Orders and Requests for funds for the CDBG Small Cities Grant that need to be approved. The Clerk also informed the Commission that there is an issue with one of the properties between the Owner and Contractor.

Request for funds

**OH-03 – Conner Construction - \$8,560
OH-04 – Conner Construction - \$24,440
OH-07 – Miller Construction - \$7,872**

Change Orders

**OH-04 – Goodrich – upgrades to fascia and floor system; repair damage caused by WDO
OH-06 – Safford - repairs to the septic tank and new drainfield, and extension of dead line
OH-07 – Howland – upgrades to septic system and drainfield, a new toilet, and extended deadline**

Gary Bittle, Lagoon Avenue, stated he was speaking on behalf of the Owner on Howes Street. The owner feels that work is not being done in a timely manner or as required.

Mike Arman, Magda Lane, stated he was concerned that neither the contractors nor Jordan and Associates has pursued the rebates FPL has to offer for installing energy efficient appliances and the like.

The Mayor expressed that Jordan and Associates is the administrator of this grant and they should be handling the Howes Street complaint.

A motion was made by Commissioner Engele and the Mayor passed the gavel and seconded the motion to accept the three change orders and three requests for funds as presented by Jordan and Associates. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, abstained. The motion carried, 4-0.

2. Safety Grant

The City Clerk stated Public Works is in need of miscellaneous safety equipment and would like permission to spend up to \$3000 for the needed equipment. The Clerk would also like permission to apply for the Florida Municipal Insurance Trust Safety Grant which will reimburse half of the funds spent by the City.

Vice Mayor Bracy made a motion to authorize the City Clerk to spend up to \$3000 for safety equipment and then apply for the mentioned Safety Grant, Commissioner Livingston seconded the motion and included that the purchased equipment be made in America if possible. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.

3. Volusia League of Cities Dinner

The City Clerk stated after researching several options she is recommending the City accept the proposal from Hidden Lakes for the March 28 Volusia Leagues Dinner hosted by the City. The Commission agreed to the proposal by consensus.

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 – County Council Update

The City Planner stated she attended the January 24, 2013 County Council meeting and spoke in reference to the Indian Harbor Estates Interlocal Annexation Agreement. Council member Deb Denys made the motion to accept the agreement, it was seconded by Council member Pat Northey, and the motion passed 5-2. The Planner went on to state that Mr. Maurice Mathieu, who has voluntarily annexed his property, was at the meeting and spoke on behalf of the City. She also stated that none of the affected property owners were in attendance.

G. CONSENT AGENDA

1. Approval of the Bills and Paid Interim Bills for January 28, 2013
2. Approval of January 14, 2013 Regular Meeting Minutes

Vice Mayor Bracy made a motion, seconded by Commissioner Livingston, 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. Bid Proposals for the Public Works Building

The City Clerk stated the bids for the Public Works Building have been received and a bid tabulation sheet was given to the Commission. The Commission agreed to review the bids and supporting paperwork. No decision will be made at this time.

2. Sidewalk Update

Commissioner Engele stated he had attended the preconstruction meeting with the Volusia County and the contractor who won the bid for the sidewalk. He stated the construction should begin this week and expressed his desire to stay the contact for the City during the construction. The Commission agreed.

3. Future Annexations

Commissioner Engele stated annexations should be priority and the Commission should decide how to proceed for future annexations, whether it is through Voluntary, Interlocal Agreement or Legislative. The Commission agreed that they would like to pursue Voluntary and Interlocal.

4. FEMA

Commissioner Engele inquired if someone from the Commission could take on the task of Debris Management for the City. Commissioner Livingston stated he would look into it and see what he can do.

I. NEW BUSINESS

J. BOARDS & COMMITTEES

EZDA (Enterprise Zone Development Agency)
Economic Development Board
Waterfront Committee

Vice-Chair Livingston stated she was able locate some Caution Manatee signs at the Manatee Festival she attended.

Appointment of a new Board Member to the Waterfront Committee.

Commissioner Engele made a motion, seconded by Commissioner Livingston, to appoint Jane Andrews to the Waterfront Committee. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.

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

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

Cindy Livingston, Galbraith Avenue, stated the culverts on River Road are in need of repair. Commissioner Engele stated he had pursued that issue before and was only able to get a patch job done.

Mike Arman, Magda Lane, stated that he had spoken to FPL about replacing the City's street light bulbs with LED bulbs. He was told that FPL is in the process of testing the LED bulbs and so far they are not happy with the results. He also stated FPL will send to him for his review a copy of the energy survey they provided to the City.

Douglas Conniff, Putnam Grove Road, stated he is continuing work on his packet and provided the Commission with a copy of the most recent form he created.

Cindy Livingston, Galbraith Avenue, stated she has noticed many signs in Oak Hill that are fading and becoming hard to read. Commissioner Engele stated because of expense the signs are changed in order of most important first, such as stop signs.

L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

Commissioner Livingston stated Public Works has come across a Kubota cart with a dump bed for \$2800 and they would like to purchase it. The Commission agreed that there is other equipment that the Public Works needs and therefore they denied the request for purchase of the Kubota.

Commissioner Engele stated he would like to have a representative from Florida Rural Waters come to the next Commission meeting. The Commission agreed.

Commissioner Engele stated he would like to see a proposal from Waverly Media in regards to the bus benches on the next meeting agenda. The City Clerk stated she would contact them.

Commissioner Engele inquired if the Commission had gone and looked at the properties owned by the City. He also stated as soon as everyone has gone and looked at the properties he would like to share some information about the sites.

M. ADJOURNMENT - 8:00PM




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.