



CITY COMMISSION MEETING

COMMISSION CHAMBERS - CITY HALL

234 South US Hwy 1

Oak Hill, FL 32759

386-345-3522

July 22, 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. PRESENTATIONS - NONE

C. CITY ADMINISTRATION REPORTS

1. Jordan and Associates – CDBG Small Cities Grant

1) Client# OH-08 (Howland) – ACP Package #3 in the amount of \$8,915.80 requested by Conner Construction, LLC. Included within the attached file is a copy of the required Final Affidavit and Lien Waiver.

2) Client# OH-09 (Westberry) – ACP Package #3 in the amount of \$28,713.00 requested by Conner Construction, LLC. Included within the attached file is a copy of the required Final Affidavit and Lien Waiver.

3) Client# OH-08 (Howland) – Change Order #3 to the agreement between Conner Construction, LLC. and Client# OH-08 (Howland) will deduct 169 SF carpet, thereby leaving the original hardwood floor exposed as requested by the homeowner.

4) Client# OH-02 (Jaeger) – Temporary Relocation Payment #2. Mr. Jaeger has submitted an additional request for temporary relocation assistance under the City's CDBG program. Mr. Jaeger's request will require specific approval and a waiver of a previous motion by the Commission as temporary relocation assistance was capped at \$2,000.00 per new construction home.

Commissioner Engele made a motion, seconded by Vice Mayor Bracy, to approve the requests for payments as presented by Jordan and Associates, excluding Item number 1 because of an issue with the windows. 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. Budget Adjustment Approval

The City Clerk presented the Commission with a list of budget adjustments for the fiscal year 2012/2013.

Commissioner Engele made a motion and it was seconded by Commissioner Livingston to approve the budget adjustments as presented by the City Clerk. 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. Florida Rural Waters Draft Comments

The City Clerk explained that Florida Rural Waters is excited to start on the Final Draft of the Feasibility Study; therefore they would like to receive any and all comments from the Commission.

Commissioner Engele stated he only wanted to see a cost breakdown by each individual phase. The Commission agreed. There was no further comment.

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

E. POLICE DEPARTMENT RELATED ITEMS (Captain Summers)

1. Contract Renewal

Commissioner Bittle made a motion and it was seconded by Commissioner Engele to approve the Volusia County Sheriff's contract renewal. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.

Commissioner Engele requested the speed limit trailer to be set up in the City prior to School beginning. Captain Summers stated as soon as it was available he would bring it to the City.

F. CITY PLANNER ITEMS (Montye Beamer)

The Mayor inquired about the property on Halifax Avenue that has been cleared. The owner has been informed that his property is residential and not agriculture; therefore he has been told to apply for rezoning; is there any reason why he cannot do that.

The City Planner explained that the most westward property would be candidate for rezoning if the owner chose to do so.

Commissioner Engele suggested instead of rezoning the property the Commission could amend the Residential Land Use to include agriculture as a Special Exception.

The City Planner stated she did not agree with that method.

After some discussion the Commission directed the City Clerk to speak with the City Building Inspector and then compile a letter outlining any violations for the property.

Louis Morehead, Scottsmeer, who also owns property on Halifax Avenue and on River Road in Oak Hill, stated he is concerned with the recent Future Land Use map the Commission is in the process of adopting; the new map designates his property as Conservation although the current zoning is Commercial. He would like the Commission to keep the Future Land Use Commercial to avoid the cost of changing it at a later date.

The City Planner stated that on the advice of the City Attorney she suggested that the lands should not change from their current usage which is Conservation. She further stated that the property in question was used by County Mosquito Control as a containment area.

G. CONSENT AGENDA

1. Approval of the Bills and Paid Interim Bills for July 22, 2013
2. Approval of the Regular meeting minutes of the July 8, 2013.

Commissioner Engele made a motion and it was 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. Public Works Building Bids

After some discussion; Vice Mayor Bracy made a motion to accept Steelmasters' bid for the Public Works building and directed Mary Lee Cook (former Mayor) to pick the colors. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.

I. NEW BUSINESS

1. Health Insurance

Mayor Gibson explained that a concerned citizen had requested the City seek other health insurance proposals from other entities. This was done last year and no other companies could match what the City has for coverage; and this year's premium has decreased, therefore he sees no reason to go for bid.

Commissioner Engele stated this is a unique coverage and if the City were to change, this plan would not be offered again.

Commissioner Engele made a motion and it was 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.

2. Animal License Fee

Vice Mayor Bracy stated he had talked to some citizens and he was told that County animal licenses were being distributed by local veterinarians and this could cause citizens to inadvertently pay for the wrong license. The Commission directed the City Clerk to research this further.

The City Clerk explained she has researched the cost for animal license in the City and unfortunately no Resolution has been documented; therefore the Commission will need to approve a new Resolution designating the cost for animal license.

Vice Mayor Bracy suggested \$7 for one year and \$12 for two years, with no discount for being spayed or neutered. The Commission agreed and directed the City Clerk to create the Resolution stating the new cost.

3. County Property for sale

The City Clerk stated the County is considering selling the property they lease to the Oak Hill Medical Center and they would like to know if the City is interested in beginning negotiations.

The City Planner cautioned the Commission that any land that is purchased by the City must be justified as a public use.

The Commission agreed they would like to find out more information on the property.

J. BOARDS & COMMITTEES

EZDA (Enterprise Zone Development Agency)

Mike Arman, Chairperson, stated the City's website now showcases a few grant opportunities for homeowners. Also at this time the State has not given a straight answer in regards to being

a mortgage broker to help fill out the paperwork for the grants; therefore the Commission can hold off on making him the Economic Development Board director until the state says otherwise.

Waterfront Committee
PLDRC (Planning & Land Development Regulation Commission)
Parks and Recreational Advisory Board

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

Henry Frederick, *Hometown Surfer*, stated he would like to schedule a forum here in Oak Hill to discuss Space X.

The Commission agreed and directed the City Clerk to schedule the event.

K. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

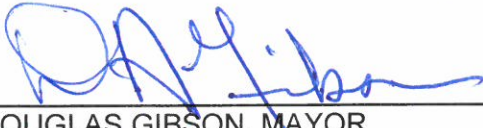
Commissioner Livingston stated that Public Works is in need of new mowers and he will bring proposals to the Commission in the near future.

Mayor Gibson stated he was told by a citizen that a letter exists in which the County stated it would pay for half the cost to install fire hydrants in Indian Harbor Estates and maybe the City can get them to honor that promise. Unfortunately staff has been unable to locate such a letter. He inquired if Florida Rural Waters Association could possibly help with the fire hydrants.

Commissioner Bittle stated the property at 146 North Gaines Street appears to be a hazard and the City should look to do something about it. The City Clerk stated that property is the midst of a tax auction and as soon as an owner is identified the City can move forward to insure the property is cleaned up.

Commissioner Engele asked if the Clerk was able to take pictures of City Hall grounds on the north side during the recent thunderstorms. The City Clerk stated she took pictures but the rains had slowed and the area no longer had standing water.

L. ADJOURNMENT – 8:50PM



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.