



CITY OF OAK HILL

CITY COMMISSION MEETING

**COMMISSION CHAMBERS - CITY HALL
234 South US Hwy 1
Oak Hill, FL 32759
386-345-3522**

October 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, Commissioner Ron Engele. Absent: Commissioners Robert Livingston and Kathy Bittle.

B. PRESENTATIONS – Curtis Vann Plaque Dedication

The Mayor presented a Proclamation to Curtis Vann's daughter recognizing him as the founder of the City Seal and placed a plaque in the City Chambers.

C. CITY ADMINISTRATION REPORTS

1. Sunrise Park

The City Clerk explained she had researched the options to stop erosion at Sunrise Park and found it will entail permitting with the Department of Environmental Protection. Jimmy Vann (from whom the City leases the property) and the Commission agreed the City needs to move forward and fix this issue before the park becomes unusable.

2. Bus Benches

The City Clerk informed the Commission that she contacted the company 20/20 Media in regards to the bus bench advertising. The company responded with a contract with the City that was not fully executed. The City Attorney advised the Clerk to send a letter requesting an audit of funds that had been paid to the City, which she did, and to this date the City has not received any response from the company.

The Commission directed the Clerk to send a certified letter to the company terminating the contract.

Commissioner Livingston joined the Commission at 6:15PM

3. Code Enforcement

The City Clerk stated the past week Code Enforcement issues had been a bit difficult and she asked the Commission if they had any suggestions to better handle the complaints.

The Commission discussed requiring a signature on Code Enforcement complaints.

David Lee, Putnam Grove Road, stated he would like the option to face his accuser.

The Mayor stated he would worry about the City being liable if there was an altercation between the complainant and the property owner.

The Commission directed the City Clerk to request the City Attorney's opinion on this matter.

D. CITY ATTORNEY NON-AGENDA ITEMS (Scott Simpson)

The City Clerk stated the City Attorney wanted to express the importance of doing a Request for Proposal for the fire hydrant installation.

E. POLICE DEPARTMENT RELATED ITEMS (Captain Summers)

Captain Summers stated the Sheriff is putting on an event to showcase the services the department provides to the Cities that contract with them. The details will be sent to the City Clerk.

F. CITY PLANNER ITEMS (Montye Beamer)

1. Brownfield Grant – MOA

The City Planner recapped the procedures that have been completed for the Brownfield Grant. She explained the next step is to accept the Memorandum of Agreement with the City of Edgewater and the City of New Smyrna Beach. The other cities involved had already approved the MOA.

Commissioner Engele made a motion and it was seconded by Commissioner Livingston to approve the MOA for the Brownfields Coalition Grant. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes. The motion carried, 4-0.

G. CONSENT AGENDA

1. Approval of the Bills and Paid Interim Bills for October 4, 2013 and October 14, 2013
2. Approval of the minutes of the September 23, 2013 Regular meeting minutes.

Commissioner Bittle made a motion and it was seconded by Vice Mayor Bracy to approve the consent agenda. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes. The motion carried, 4-0.

H. OLD BUSINESS

1. Public Works Building

The City Clerk presented the two bids she had received for the clearing of the land for the Public Works building.

David Lee, Lee's Land Clearing, addressed the Commission explaining that as a tax payer in the City he expects his tax dollars be used responsibly. Therefore he urged the Commission to review his certifications and permits and know he is a responsible contractor. He went on to state that if the City uses an irresponsible contractor that does not have the proper certifications and does not properly dispose of the material, he would be the first to report the City and would be responsible for any repercussions.

After a discussion Commissioner Engele made a motion to table this item and research this further.

Mike Arman, Magda Lane, stated he had seen where a property owner had lost land after violating proper dumping procedures.

After a short discussion, the Vice Mayor seconded Commissioner Engele's motion to table this item and place it on the next agenda. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes. The motion carried, 4-0.

2. Fire Hydrants

The Commission directed the City Clerk to prepare a formal Request for Proposal for the installation of the fire hydrants in Indian Harbor Estates. The Commission also requested that Commissioner Engele help the Clerk with the project.

The Commission agreed the funds would come from the funds leftover from the previous budget, also known as Allocated Funds.

The City Clerk stated that because of notification guidelines she would not receive the bids until after the next meeting and the first meeting in November falls on a holiday, therefore there would be no meeting.

The Commission agreed to hold a Special Meeting on November 4th at 6PM.

I. NEW BUSINESS

1. Lawn Mower Repair

The City Clerk stated the repair for the old Hustler mower would be \$1300.

Commissioner Livingston made a motion to repair the old Hustler and it was seconded by Commissioner Engele. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes. The motion carried, 4-0.

J. BOARDS & COMMITTEES

EZDA (Enterprise Zone Development Agency)

Mike Arman, EZDA Chair, stated the EZDA is due to sunset by 2015; there is a movement now to extend that until 2025 and he requests a letter from the City to support the extension.

The Commission agreed to send a letter.

Waterfront Committee – **Resignation of James W. Carr**

The Commission accepted the resignation of Mr. Carr and stated their thanks for his service and their disappointment for losing him.

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

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

Mike Arman, Magda Lane, stated the City should wait until the smoke clears before they enter an agreement with Waverly Media in regards to the bus benches.

L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

Commissioner Livingston stated he was sad to see that people are vandalizing the fishing pier.

Commissioner Engele stated there was to be a meeting at the Scottsmoor Community Center on Tuesday night, October 15, with Space Florida. He could not attend but suggested it would be beneficial if someone did attend to hear the information.

The Mayor stated the City needs to make sure all of the City's Ordinances are in line before any growth begins to happen.

M. ADJOURNMENT – 7:50PM



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.