

**CITY OF OAK HILL**

**CITY COMMISSION MEETING**

CITY COMMISSION CHAMBERS – CITY HALL  
234 South US Highway 1  
Oak Hill, FL 32759  
(386) 345-3522

October 13, 2014  
6:00PM  
MINUTES



**A. OPENING**

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

Opening

**Roll Call.**

**Present:** Mayor Gibson, Vice Mayor Bracy, Commissioner Livingston, Commissioner Engele.

**Absent:** Commissioner Bittle.

**B. PRESENTATIONS - NONE**

**C. CITY ADMINISTRATION REPORTS**

1. Review of the Bills and Paid Interim Bills for October 3, 2014 and October 13, 2014  
No questions

2. Public Works Electric and Lighting

**The City Clerk stated she is waiting on additional quotes and will bring this item back to the Commission as soon as she receives them.**

3. Public Works Shed

Discussion

**The City Clerk explained the Public Works would like an air conditioned office area; she had received a proposal for a shed.**

**After discussion the Commission decided to table this item to pursue all options.**

4. Traffic Study for the School Zone

Update

**The City Clerk stated the Interlocal agreement has been reviewed by the City Attorney and sent to the County for their comment.**

**Commissioner Engele updated the process of getting a crossing guard for the school.**

5. Website quotes

**The City Clerk stated there are two quotes to redesign the City's website.**

**Motion: To accept E-City services proposal and waive purchasing policy requiring three quotes, Action: Approve, Moved by Commissioner Engele, Seconded by Commissioner Livingston.**

**Motion passed unanimously.**

**D. CITY ATTORNEY NON AGENDA ITEMS - NONE**

**E. VOLUSIA COUNTY SHERIFF ITEMS - NONE**

**F. CITY PLANNER ITEMS**

1. Zoning Map 2014

City Attorney

**The City Attorney stated the recent workshop brought more questions than solutions and he suggests staff make a list of all the non-conformities and ways that they can be solved. And then have another Workshop.**

City Clerk restating the Commission's direction

**The Commission agreed to a workshop before the next Commission meeting.**

2. Animal Ordinance Amendment

City Planner – Planning Solutions

**The City Planner updated the Commission on the amendment of the animal control ordinance.**

Grant Cycle Open

**The City Planner stated the grant cycle for the acquisition of Sunrise Park have opened, therefore staff will compile the proper information and prepare a submittal before the October 31<sup>st</sup> deadline.**

**G. CONSENT AGENDA**

1. Approval of the following meeting minutes: September 22, 2014.

**Motion:** Approve Consent Agenda, **Action:** Approve, **Moved by** Commissioner Livingston, **Seconded by** Commissioner Engele. Motion passed unanimously.

**H. OLD BUSINESS**

1. Shoreline Restoration – Sunrise Park

Mayor Gibson

**The Mayor stated he contacted University of Florida in regards to the shoreline at Sunrise Park and the need to get fill because of severe erosion. They stated they were unaware of the need for fill. The Mayor suggested sending a letter to request the procedure to get the area filled in and a conceptual drawing of the proposed shoreline restoration.**

**Motion:** , **Action:** Approve the Mayor and the City Clerk to send a letter, **Moved by** Commissioner Engele, **Seconded by** Commissioner Livingston. Motion passed unanimously.

2. Interlocal GIS Agreement with Edgewater

**The City Clerk stated the City of Edgewater has offered a**

**Commissioner Engele made a motion and it was seconded by Commissioner Livingston to accept the Interlocal agreement with Edgewater for GIS services. Motion passed unanimously.**

**I. NEW BUSINESS**

1

**RESOLUTION 2014-11**

**A RESOLUTION OF THE CITY OF OAK HILL, FLORIDA SUPPORTING THE COUNTY COUNCIL OF VOLUSIA COUNTY, FLORIDA, ACTION PLAN TO IMPROVE WATER QUALITY IN VOLUSIA COUNTY PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.**

**Motion: Resolution 2014-11, Action: Approve, Moved by Commissioner Engele, Seconded by Commissioner Livingston. Motion passed unanimously.**

2. Administrative Assistant position

**The City Clerk stated the City received 31 applications for the position of administrative assistant; which was narrowed down to 5 by a scoring system. Those five were interviewed and the Clerk recommends the hiring of Amanda Oswieler.**

**After discussion the majority of the Commission agreed to move forward in the hiring of Amanda Oswieler; with the Mayor disagreeing.**

## **J. CITY GOALS**

Annexations  
Road Repair

The City is still trying to get proposals for Wood Avenue, River Road and Halifax Avenue. The City Attorney stated he knows the owner of P&S paving and he will contact him.

Water and Sewer

The Mayor stated he had spoken to Pete Zahn and he has yet to forward the additional paperwork. The Mayor also spoke to Danny John's in reference to changing the drawings to include 5 additional hook ups and he stated there would be no extra cost for that. As for the cost analysis the Mayor did not know if there would be an additional charge.

The City Attorney stated there is what is called CCNA the Competitive Consultant Negotiation Act which states the City needs to go out for bid. The attorney also stated he would have to research the threshold amount that triggers the request for bid.

The City Planner stated that Planning Solutions has had an engineer look at the Florida Rural Water feasibility report and they have scheduled a presentation for the next meeting so the engineer can give the Commission an overview of the report.

The Commission stated they will table the item until after the presentation.

## **K. BOARDS AND COMMITTEES**

EZDA (Enterprise Zone Development Agency)  
Mike Arman

Mr. Arman stated he has been in touch with the River of Lakes. He went on to state that Lillian Conrad will be here at the next meeting to explain the roundtables that are scheduled for the citizens.

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

## **L. CITIZEN PARTICIPATION (NON AGENDA ITEMS)**

Jupp Norhausen, Gary Avenue

Mr. Norhausen suggested having a carpenter come in and frame an office space in the new public works building.

## **M. COMMENTS AND CONCERNS FROM THE COMMISSIONERS**

Vice Mayor, Merritt Island Refuge, next agenda

The Vice Mayor stated he would like to put the subject of the Merritt Island Refuge and the possibility of them closing our river to harvesting, on the next agenda.

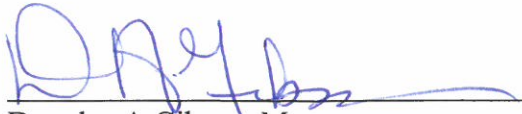
Commissioner Engele, Inventor

Commissioner Engele introduced Mr. Burg, as an inventor here in Oak Hill.

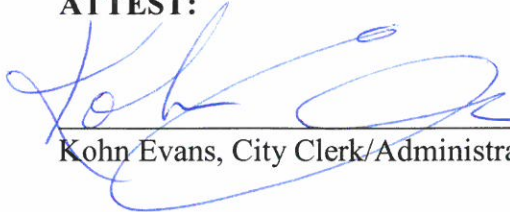
Commissioner Engele, VCOG

Commissioner Engele informed the Commission that VCOG has called a special meeting in regards to disbanding.


## **N. ADJOURNMENT – 7:30PM**

  
Douglas A Gibson, Mayor

**ATTEST:**

  
Kohn Evans, City Clerk/Administrator

**APPROVED FOR LEGALITY AND FORM:**

  
Scott 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.