

CITY OF OAK HILL

CITY COMMISSION MEETING

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



February 13, 2017

6:00PM

MINUTES

A. OPENING

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

Roll Call.

Present: Mayor Gibson, Commission Bracy, Commissioner Bittle, Vice Mayor Hyatt, Commissioner Lindlau.

B. PRESENTATIONS – Deb Denys County Vice Chair

The Mayor introduced Volusia County Vice Chair Deb Denys.

Vice Chair Denys stated she was here tonight to update the City Commission on attaining water and sewer throughout the City of Oak Hill and she passed out a packet of information. She went on to state that County staff, herself, the County Manager, The County Deputy Manager, the Mayor, the Oak Hill City Planner and the City Administrator have started holding bi-weekly meetings in regards to this matter. She said the County is in full support of this City venture, so much so, the County has pulled the County's Legislative bill for funds for water and sewer in areas of Oak Hill so they can support the City's efforts, as this will be the most beneficial for the City receiving funds. The County Council has also approved a resolution to support the City. Vice Chair Denys stated this project is the shining star of Southeast Volusia County and everyone is talking about it. She then thanked the Commission for their time.

The Mayor thanked Vice Chair and went on to state he has reached out to the legislators and thanked them for their support and urged the Commission and citizens to do the same. The City Administrator stated she would put the info on the website.

Ellen Seuberling – Farmhouse Cats

Ms. Seuberling stated she is with Farm House cats and she has been assisting the City of Oak Hill for 2.5 years in the City's Trap Neuter and Return program(TNR). Ms. Seuberling stated her program and volunteers have touched many areas in Oak Hill and she hopes to encompass the entire City very soon. She went on to explain that with the amount of TNR's that have been performed the City has been saved from over 3,000 cats being born; she also stated the program has also rescued quite a few other animals including fish, turtles and a hawk.

The Commission recognized Ms. Seuberling and her volunteers for their time and efforts.

C. CITY ADMINISTRATION REPORTS

1. Review of the Bills and Paid Interim Bills for February 2, 2017 and February 13, 2017

No Comment.

2. FEMA update

The City Administrator stated she had a meeting with FEMA to go over paperwork to begin the payment and reimbursement process. The representative was satisfied with the information that he was given and stated he would get back with the City if anything further is needed now.

3. Water Summit

The City Administrator stated that the Mayor, the City Planner and herself attend the recent Water Summit held in Port Orange on Saturday. This Summit is in conjunction to the Water Compact that City supported and the meeting was to attain a direction for the Compact.

The Mayor stated the Water Compact started with the League of Cities as it was a possible tool to receive funds for the water issues; the common issues that all the cities of Volusia County have are septic tanks and all the other water issues are different in each city. Therefore, the Mayor is not confident this will be beneficial to the City of Oak Hill. He requested this item to be on the next agenda.

4. Update on requested information on city stickers

The Deputy City Clerk presented the Commission with the stickers that were created and explained the pricing.

The Commission agreed to order 500 stickers and use the one with the established date on it.

4. City's upcoming Birthday Celebration

The City Administrator stated the City's 90th birthday is coming up and she would like to know if the Commission wanted to order anything special for the occasion and stated she would need a decision soon so the order can be made.

D. CITY ATTORNEY NON-AGENDA ITEMS

E. VOLUSIA COUNTY SHERIFF ITEMS

Captain Brown thanked Harvey Martin for inviting the Volusia County Sheriff to his community event; he stated Sheriff Chitwood and the Volusia would like to attend more of these community event.

F. CITY PLANNER ITEMS - None

G. CONSENT AGENDA

1. Approval of the following Commission Meeting minutes: Regular Commission meetings November 28, 2016, December 12, 2016, January 9, 2017 and January 23, 2017, also Special meeting January 17, 2017.

Motion: To approve the consent agenda, Moved by Commission Bracy, Seconded by Commissioner Lindlau. Approved unanimously.

H. OLD BUSINESS

I. NEW BUSINESS

1. Engineer Request for Proposal/Bid

The City administrator stated the City needs to acquire an engineer and she requested the Commission's approval to start the procurement process. She went on to explain the City would use this engineer as the city goes through attaining water and sewer; and going through the procurement process will be required to apply for grants. The City of Edgewater and the County will be included in this process starting with creating the scope of work need for the engineer.

The City Planner stated this will be an important step as she continues to chase grant funds and loan options; she is hoping there will be little to no money spent out of the City's funds for this water and sewer project.

2. Public Works Building on Oak Street

The City Administrator would like direction from the commission in regards to demolishing the old public works building on Oak Street and creating a parking lot.

The Mayor stated there is a concern in regards to items stored there.

The Commission agreed to request bids to demolish the building, create a parking lot and get prices for a shed for storage.

J. CITY GOALS

Water and Sewer

The Mayor stated there was a meeting with Florida Rural Waters Association (FRWA) in regards to updating the Feasibility study they created for the City. At this meeting the City of Edgewater and County staff was included. The engineer (Masteller & Moler, Inc.) invited by FRWA Representative Sterling Carrol stated the update could cost anywhere from \$25,000 - \$100,000.

Parks

Commissioner Bittle requested to change the name of Sunrise Park to Vann Park. The Commission agreed to put this item on the next agenda.

The Commission agreed to initiate the permitting process for the Sunrise Park.

Emergency Management Plan

Commissioner Lindlau stated he is moving forward and gathering information for the Emergency Management Plan and he will forward it to everyone soon.

Animal Control

The City Administrator stated she is still waiting to hear from the County Attorney in regards to the City's animal ordinance. She stated she will begin her own comparison of the City and County ordinances.

K. BOARDS AND COMMITTEES

Economic Director

Waterfront Committee

PLDRC (Planning & Land Development Regulation Commission)

Parks and Recreational Advisory Board

Appoint: Denise King, BG Scott, Harvey Martin, Jupp Norhausen and Lyn Seaward

Motion: Approve the appointment of the above listed citizens to the Waterfront Committee, Moved by Commissioner Bittle, Seconded by Vice Mayor Hyatt.

Motion passed unanimously.

L. CITIZEN PARTICIPATION (NON-AGENDA ITEMS)

Harvey Martin, N. Putnam Grove, requested an update of the broken sidewalk along his road. The City administrator stated she would contact the county again.

Mr. Martin thanked everyone for their help with his recent community event, it was a huge success and he is looking forward to next year.

Larry Volenec, FPL representative, updated the Commission in regards to streetlights; he shared that technology is being installed so in the future when a street light needs repaired a electronic message will be sent directly to FPL.

M. COMMENTS AND CONCERNS FROM THE COMMISSIONERS

Commissioner Bittle stated she would like to consider buying Lopez Park for the City.

Commissioner Lindlau stated he would like to consider putting the commission meetings on live feed.

The Mayor shared the regulations of golf carts on sidewalks. Pointing out that FDOT would need to approve golf carts on the sidewalk and the sidewalk needs to be at least 8 foot wide.

N. ADJOURNMENT – 7:27PM



Douglas A Gibson, Mayor

ATTEST:



Kohn Evans, City Clerk/Administrator

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.