

**CITY OF OAK HILL**

**CITY COMMISSION MEETING**

CITY COMMISSION CHAMBERS – CITY HALL

234 South US Highway 1

Oak Hill, FL 32759

(386) 345-3522



**November 13, 2017**

**6:00PM**

**MINUTES**

**A. OPENING**

1. Invocation

2. Pledge of Allegiance

3. Roll Call

**Roll Call.**

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

**Absent: Commissioner Bittle.**

**B. PRESENTATIONS**

**Mayor stated he is responsible to make sure the Commission meetings runs efficiently and avoid any future out bursts; therefore, he will be following Roberts Rules and persons whom would like to speak will need to be recognized by him and required to come up to the podium.**

**C. CITY ADMINISTRATION REPORTS**

1. Electronic Filing of Campaign Reports

**The City administrator inquired if the Commission would like to participate in Electronic filing of Campaign reports.**

**The Commission agreed that would like to participate.**

2. Review of the Bills and Paid Interim Bills for November 1, 2017 and November 9, 2017

**NONE**

3. City Operational Manual

**The Mayor stated that the Commission requested an operational manual and all the passwords for the City's accounts, and he would like an update.**

**The City administrator stated that the Operational manual is still in process and she hopes to have it done by years end. As for the passwords they are compiled but she is not sure the best place to keep them as this information should not be subjected to public records.**

**After a short discussion the commission directed the Administrator to ask Scott and other Cities what their policies are.**

**D. CITY ATTORNEY NON-AGENDA ITEMS**

**E. VOLUSIA COUNTY SHERIFF ITEMS**

**F. CITY PLANNER ITEMS**

1. Large Scale Comprehensive amendment – Agriculture

**The City Administrator stated the City Planner compiled a list in reference the steps needed to take in reducing the Agricultural requirement from 5 acres to 2.5 acres. She went on to stated that the recent grant the City just received for the Economic Development Strategic Plan would be doing some these items.**

2. Request for Proposal – Consultant for Impact Fee Study

**The City Administrator requested the commission direct her to contact one of the City's Engineers to begin the task of the Impact Fee Study.**

**After a short discussion the Commission directed the City Administer to contact McKim and Creed to move forward on the Impact Fee study.**

**G. CITY ENGINEER**

1. Impact fees – Scope/Fee Estimate

**H. CONSENT AGENDA**

**Approval of the following minutes: October 9, 2017 Commission Meeting and October 11, 2017 Workshop.**

**Motion: The Approval of the listed minutes, Action: Approve, Moved by Commission Bracy, Seconded by Commissioner Lindlau.**

**Motion passed unanimously.**

**I. OLD BUSINESS**

**J. NEW BUSINESS**

1. The City Administrator read the Ordinance into record, by heading only.

**ORDINANCE NO. 2017-10**

**AN ORDINANCE OF THE CITY OF OAK HILL, VOLUSIA COUNTY, FLORIDA ANNEXING BY VOLUNTARY PETITION PROPERTY LOCATED ON US HIGHWAY 1; REDEFINING BOUNDARIES OF THE CITY OF OAK HILL TO INCLUDE SAID PROPERTY; DIRECTING THE CITY CLERK TO FILE THE ORDINANCE WITH THE CLERK OF THE CIRCUIT COURT, WITH THE CHIEF ADMINISTRATIVE OFFICER OF VOLUSIA COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**Motion: To approve Ordinance 2017-10, Action: Approve, Moved by Commission Bracy, Seconded by Vice Mayor Hyatt.**

**Motion passed unanimously.**

2. The City Administrator read the Ordinance into record, by heading only.

**ORDINANCE NO. 2017-11**

**AN ORDINANCE OF THE CITY OF OAK HILL, VOLUSIA COUNTY, FLORIDA ANNEXING BY VOLUNTARY PETITION PROPERTY LOCATED AT 141 EAST ARIEL ROAD; REDEFINING BOUNDARIES OF THE CITY OF OAK HILL TO INCLUDE SAID PROPERTY; DIRECTING THE CITY CLERK TO FILE THE ORDINANCE WITH THE CLERK OF THE CIRCUIT COURT, WITH THE CHIEF ADMINISTRATIVE OFFICER OF VOLUSIA COUNTY AND WITH THE DEPARTMENT OF STATE; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**Motion: To approve Ordinance 2017-11, Action: Approve, Moved by Commission Bracy, Seconded by Vice Mayor Hyatt.**

**Motion passed unanimously.**

3. Storm Debris Fees

**The Mayor requested what was decided in regard to creating an assessment for storm debris.**

**The City Administrator stated that this will need to be on the ballot and it was agreed to start workshops in January on the subject.**

**K. CITY GOALS**

**Water and Sewer**

**The Mayor attended the Volusia County Delegation and he answered quite a few questions and felt it was very positive.**

**The Mayor stated that the Sierra Club is looking for support of their Clean Energy Endorsement – Commission agreed.**

**The Mayor informed the Commission that Jan McGee received the award of Charter School Principal of the Year.**

**The Mayor attended the Indian Harbor Estates HOA and discussed the future of sewer in their area. There were a lot of questions and unfortunately the City does not have the answers to as of yet.**

**Parks**

**Sunrise Park and Pier restoration - Tabled**

**L. BOARDS AND COMMITTEES**

**Economic Director**

**Economic Development Board**

**Waterfront Committee**

**PLDRC (Planning & Land Development Regulation Commission)**

**Parks and Recreational Advisory Board**

**M. CITIZEN PARTICIPATION (NON AGENDA ITEMS)**

**Larry Volenec**

**Sherriff Chitwood popped in to say Happy Thanksgiving.**

**N. COMMENTS AND CONCERNS FROM THE COMMISSIONERS**

**Vice Mayor Hyatt stated that she feels that each commissioner needs to be responsible for their ethics training and the City should not be paying for it.**

**The Commission agreed.**

**Ethics Training**

**Commissioner Bracy wished everyone a Happy Thanksgiving.**

**O. ADJOURNMENT – 7:03PM**



**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.

