

City of Oak Hill
Board of Commissioners
Minutes for Special Called Meeting
October 30th, 2023

The City of Oak Hill's Board of Commissioners met in a Special Called Meeting on October 30th, 2023, at 6:00 PM in the City of Oak Hill Board Room. Board members present were Mayor Dale Grimes, Scott Price, and David DeMarco. Vice Mayor Winston Evans and Joy O'Dell were absent. Staff in attendance were City Attorney Marshall Albritton, Safety Coordinator Tommy Campsey, Administrative Assistant Desiree Lohr and City Manager J. Steven Collie as Acting Recorder.

1. Call to Order

The meeting was called to order at 6:05 PM with Mayor Grimes presiding. This meeting covers agenda items normally held as a Regular Meeting.

2. Introductions

Individuals seated at dais introduced themselves.

3. Pledge of Allegiance

Mayor Grimes led the Pledge of Allegiance.

4. Approval of Agenda

A motion was made by DeMarco, seconded by Price to approve the agenda.
Voting AYE: Price, DeMarco, and Grimes. Motion carried 3-0.

5. Approval of Minutes

September 26th, 2023, Regular Board of Commissioner Minutes were reviewed. Mayor Grimes called for a motion to approve the minutes. DeMarco motioned to approve the minutes with noted corrections, seconded by Price. Voting AYE: Grimes, Price, and DeMarco. Motion carried 3-0.

6. Financial Reports

The September Financial Reports were reviewed with Melissa McGee in attendance for questions and explanation. After discussion and review by the Board, a motion to accept the September 2023 Financial Report was made by DeMarco, seconded by Price. Voting AYE: Grimes, Price, and DeMarco. Motion carried 3-0.

7. Public Comments – The Mayor opened the floor for Public Comments. No citizens came forward to make comments and the comment session was closed.

8. Old Business – None to present.

9. New Business

- Action Items
 - i. The Mayor called for the First Reading of Ordinance 2023-02 calling for the closing and abandonment of an undeveloped area consisting of a 50' right-of-way drive located off the western portion of Nanearle Place to Forest Acres Drive within the city limits. Zac Dufour, City Engineer, presented the details of the parcels. He explained the plat would require approval from the Planning Commission after the first reading. He further stated there would be a Public Hearing prior to the second reading of this ordinance. John Reece and Andrew Hill, residents of Nanearle Place presented the survey map and took questions from the commissioners. After no further discussion, Commissioner Price made a

motion to approve the First Reading of Ordinance 2023-02. Seconded by DeMarco. Voting AYE were Price, DeMarco, and Grimes. The vote Passed 3-0.

- ii. The next item was discussion and review of the Zoning Map changes. The Mayor requested that the commissioners conduct a review and make corrections to the Zoning Map that will be sent to the Planning Commission. The Board of Commissioners had several questions regarding the map changes. Zac Dufour, City Engineer discussed the needed changes and corrections and stated he would get these completed for submission to the Planning Commission. Commissioner DeMarco made the motion to provide a mandatory referral of the Zoning Map and changes to the Planning Commission for review and recommendations. Seconded by Price. Voting AYE were Price, DeMarco, and Grimes. Votes carried by 3-0.
- iii. The Mayor brought the next agenda to the table which was the Zoning Changes to Chapter 14 of the City Code. The Mayor requested that the commissioners conduct a review and make corrections to the Zoning Modifications that will be sent to the Planning Commission and the commissioners conducted their review.. After discussion and no further questions DeMarco motioned to provide a mandatory referral of the Zoning Changes of Chapter 14 of the City Code to the Planning Commission for review and recommendations. Seconded by Price. Those voting AYE were Price, DeMarco, and Grimes. Vote carried 3-0.
- iv. During the City Manager Report, Mr. Collie brought the attention to the City Street Paving List. The City Manager asked for approval to add sections of Granny White Pike and sections of Hillview Drive to the current paving plan for FY 2024. Mayor Grimes opened the floor for discussion and then asked for a motion to approve additional streets to the FY 2024 Paving Schedule. DeMarco moved to approve these two additional streets for paving contingent on City Manager's providing a schedule of restricted street funds that are available to include the project to provide Reclaimite/rejuvenator to selected streets paved over the last few months. After a second from Commissioner Price, those voting AYE were Price, DeMarco, and Grimes. Vote carried by 3-0.

10. Staff Reports

- **The Safety Coordinator Report** was provided to the Board of Commissioners by the City Manager. He suggested this report should be handed out or provided a paper copy in the future.
- **The City Manager provided his report** to the Board of Commissioners. The City Manager provided the Street Paving report stating that the remaining streets from the FY2023 list were in the process of completion. Those streets completed are Tyne Blvd and Lealand Lane intersection and the Lakeview Drive patch. Those expected to be completed by mid-November are Crestridge Drive and Churchwood Drive. Manager Collie provided an email from a citizen who is a member of the Planning Commission concerning a zoning interpretation or clarification on lot coverage. This topic resulted in an Executive Session with Attorney Albritton. There was a short Executive Session and then the meeting resumed with the City Manager Report. The city Manager was asked to give a short report from the meeting with Greg Gamble, Gable Design. The meeting resulted in some topics that would be discussed later which included recommendations on accessory structures. The plan is to meet again during the week of November 6th, 2023.

11. Public Comments – No Public Comments were made.

12. **Executive Session:** The Mayor asked for a motion to go into the Executive Session with Attorney Albritton. A motion by DeMarco with second from Price to enter into the Executive Session. Voting AYE were Grimes, Price, and DeMarco. Vote carried 3-0. At 8:46 PM after the Executive Session, the Mayor called the meeting back to order. Price moved to come out of Executive Session, seconded by DeMarco.

Those voting AYE were Price, DeMarco, and Grimes. Vote carried 3-0. No topic was taken up concerning the Executive Session and the issue at hand would be handled administratively.

13. Request for Future Agenda Items – None were offered.

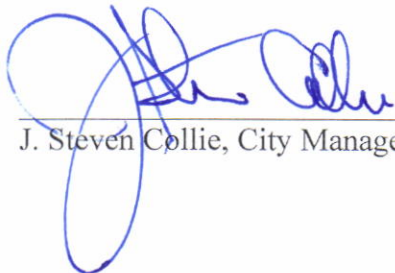
14. Board Comments

The Mayor asked that a schedule of completion for the Code revisions be provided. The Board had no additional comments.

15. Adjournment

Price motioned to Adjourn, seconded by DeMarco. Voting AYE: Price, DeMarco, and Grimes. Motion carried 3-0. The meeting was adjourned at 9:59 PM.


Dale Grimes, Mayor


J. Steven Collie, City Manager, Acting City Recorder