

# **City of Oak Hill**

## **Board of Commissioners**

### **Minutes**

November 28<sup>th</sup>, 2023, at 6:00 P.M.

The City of Oak Hill's Board of Commissioners met on November 28, 2023, at 6:00 PM in the Board Room. Board members present were Vice Mayor Winston Evans, Joy O'Dell, David DeMarco, and Scott Price. Mayor Dale Grimes was absent. Staff in attendance were City Attorney Marshall Albritton, Accountant Melissa McGee, Office Manager Victoria Talbott, and City Manager J. Steven Collie functioned as Recorder.

#### **1. Call to Order**

Vice Mayor Evans called the meeting to order at 6:05 PM.

#### **2. Introductions**

Individuals seated at dais introduced themselves.

#### **3. Pledge of Allegiance**

Vice Mayor Evans led the Pledge of Allegiance.

#### **4. Approval of Agenda**

O'Dell motioned to approve the agenda, seconded by Price. Voting AYE: Evans, O'Dell, Price, and DeMarco. Motion passed 4-0.

#### **5. Approval of Minutes**

The October 30<sup>th</sup>, 2023, Minutes were reviewed. Price motioned to approve the minutes as amended, seconded by O'Dell. Voting AYE: Evans, DeMarco, Price, and O'Dell. Motion passed 4-0.

#### **6. Financial Reports**

McGee presented the October 2023 financial report. The financial report was accepted by Price and seconded by DeMarco. Voting AYE: Evans, DeMarco, Price, and O'Dell. Motion passed 4-0.

#### **7. Public Comments**

There were no public comments.

#### **8. Old Business**

- **Action Items**

- Update from Jonathan Seamon, representing the Brentwood Hills Church of Christ. The discussion was to extend the temporary use of Brentwood Hills Church of Christ for classroom use by the Covenant School. Due to additional security concerns, the Covenant School was requesting additional time at Brentwood Hills COC until the school building was completely ready. After discussion, O'Dell motioned to extend the temporary use until August 31<sup>st</sup>, 2024, seconded by Price. Those voting AYE were Price, O'Dell, DeMarco, and Evans. Motion carried 4-0.
- The next action item was the discussion on Zoning Amendments for Chapter 14 of the Zoning Code and for the Map Changes. Collie reported that the two ordinances, Ordinance 2023-04 and Ordinance 2023-05 with the accepted Exhibits had been delivered to the PC for recommendations. These changes and modifications provided to the PC by the BOC have been returned to the BOC with the accepted recommendations with the PC's approval and recommendation that had taken place at the PC meeting on December 5<sup>th</sup>, 2023. These recommended proposed modifications will



be provided on the City's website and mailed to each household in Oak Hill as required by the code. The mailing will be provided to the citizens no earlier than 30 days and no less than 15 days prior to the first reading and public hearing scheduled for January 23<sup>rd</sup>, 2024. The Public Hearing Notice will also be provided in a local newspaper publication. These actions are directed by the code and no vote was required.

#### **9. New Business**

- Action Items

Approval of the City Calendar. Collie provided copies of the 2024 City Calendar for review and approval. O'Dell made the motion to approve the 2024 City Calendar, seconded by Price. Voting AYE: Evans, DeMarco, Price, and O'Dell. Motion passed 4-0.

#### **10. Staff Reports**

- The Safety Coordinator's written Monthly Report was provided to the Board at the meeting.

- City Manager's Monthly Report

Collie provided updates on the street paving and let the BOC be aware that Granny White Pike had been completed. Due to the end of the warm weather with temps at 45 degrees and dropping, Hillview may have to wait for the spring to be paved.

Collie held a meeting with Greg Gamble to discuss upcoming code revisions. Those attending were Greg Gamble, Marshall Albritton, and Stephen Snow. Additional meetings will be planned to develop strategies and discuss ongoing modifications in Bulk Building Standards and Tree Management.

The City has hired a part-time Building Codes Inspector, and he is already working and getting the city caught up on its backlog of inspections. This program is going well.

#### **11. Public Comments**

No Public comments were made.

#### **12. Request for Future Agenda Items**


The Board members expressed a discussion at the next workshop on the LED Street Lighting.

#### **13. Board Comments**

The Board had no additional comments.

#### **14. Adjournment**

Vice Mayor Evans called for Adjournment. Price motioned to adjourn, seconded by O'Dell. Voting AYE: Evans, O'Dell, Price, and DeMarco. Motion passed 4-0 and the meeting adjourned at 7:35 PM.

  
Winston Evans, Vice Mayor  
J. Steven Collie, City Manager & Acting City Recorder

