



# CITY OF OAK HILL MINUTES

## City Council Meeting – January 9, 2023

The regular monthly meeting of the Oak Hill City Council was held on January 9, 2023, in the Council Chambers at Oak Hill City Hall at 5:30 p.m.

### **Call to Order**

Mayor Wright called the meeting to order at approximately 5:32 p.m.

### **Roll Call**

City Clerk Ronda Falk called the roll.

### **PRESENT**

Mayor Daniel E. Wright

Ward 1 Councilmembers

Diana Janney

Christa Hodges

David Perry

Ward 2 Councilmembers

Ronald Stephen Hayslette

Charles Smallwood, Jr.

Benitez Jackson

### **ABSENT**

Council-at-Large Tom Oxley

### **Invocation**

The new Associate/Youth Pastor Jim Truman from Calvary Baptist Church was introduced by Councilmember Perry. Pastor Truman led the council in prayer.

### **Pledge of Allegiance**

Councilmember Jackson led the Pledge of Allegiance.

Councilmember Perry requested unanimous consent to address the mayor. There were no objections. Code of conduct, meeting etiquette, and parliamentary procedures for the handling of motions were discussed.

### **Reading and Approval of Minutes**

**Motion- Accept the minutes of December 12, 2022, as being presented.**

Motion made by Councilmember Hodges. Seconded by Councilmember Jackson.

Discussion: Councilmember Perry was not present when the Council voted to approve the scope of work and fee agreement with Chapman Technical Group for the Oak Hill Municipal Building. He requested a footnote be added to the minutes noting if he had been present, he would have voted in the affirmative.

**The motion carried unanimously.**

### **Treasurer's Report**

#### **Motion- Accept the Treasurer's Report as presented.**

Motion made by Councilmember Perry. Seconded by Councilmember Janney.

**The motion carried unanimously.**

### **Correspondence**

No correspondence was received.

### **Citizens' Comments**

The mayor inquired if there were any citizen requests to speak to the council. The sign-in sheet was examined and there were no signatures.

### **A Minute from the Minutes**

The mayor shared a noteworthy fact; Oak Hill was the site for the County Fair from 1914 until 1929. A program from the year 1929 revealed the largest furniture dealer was Thomas Funeral Home.

Councilmember Perry requested unanimous consent for the personal privilege to address the council. There were no objections. The councilmember read the following statement and requested it be entered into the minutes.

#### **Open Statement**

1-09-2023

Once again, I am compelled to compliment the leadership of City Manager Damita Johnson. This in no way is to take away from previous managers. However, Ms. Johnson has admirably and successfully transitioned from past philosophies to a new refreshing and receptive forward-moving one. To be specific she has changed the climate within her department to one of congenitally, politeness, and service. Ms. Johnson also successfully realigned the organizational structures, began cross-training, employed several replacement people, and provided for promotable and trainable people while not exceeding her budget. Additionally, she has successfully established respectful working relations with other department heads such as the Chief of Police, Fire Chief, Street Department, and Sanitation Department all while chairing numerous committees.

KUDOS TO ALL EMPLOYEES!

To the Chief of Police, thank you for your wisdom and analytical skills while accepting numerous suggestions of City Council, community policing bicycle patrols, speed control systems, high profiling, and getting some officers to extend a hearty wave to citizens. More importantly, maintaining a balance of enforcement and public affairs relations.

THANK YOU, YOUR POLICE FORCE AND STAFF!

Our Street Department under Mr. Kirk continues a high degree of performance, receptive responses, and cost-saving steps by performing many and numerous projects by utilizing his men and equipment.

Compliments to inter-departments for the co-operation they exhibit between each other.

## **Point of Order**

A citizen requested to speak to Council. Council followed the meeting protocol to ensure meetings run in a fair and orderly fashion. The "Citizens' Comments" have been reserved on the agenda for citizens to address the Council and are recognized during this allotted time. To avoid straying off-topic the Council moved to the next item on the agenda.

## **Unfinished Business**

### **1. City Park Project Update by The Thrasher Group**

Sam Rich with The Thrasher Group presented a working draft of a Master Plan for the Oak Hill City Park Project. This plan is the result of several meetings and concepts from the steering committee and adjoining property owners. The draft revealed parking improvements, a skatepark, a splash pad, a full basketball court, an improved playground area, as well as other amenities. Once the plan is finalized, City Manager Johnson will negotiate with the Lewis Community Foundation to modify a lease agreement for the renovation of the adjacent property. The Thrasher Group intends to build the project in phases with construction beginning this summer on parcels owned by the city.

### **2. Consideration to Adopt Chapman Technical Group's Building Guidelines for the TIF District**

Joe Bird with Chapman Technical Group discussed design principles that will maintain architectural character while contributing to the attractiveness of the buildings located in the TIF District. He distributed a comprehensive booklet with suggestions and illustrations of how some of the buildings in the city's downtown area could be renovated and re-established to bring back their unique character. The Building Design Guidelines Committee has requested Council consider and approve Chapman's Building Guidelines. If approved, the city manager would like Mr. Bird to present the guidelines to the business owners at the Oak Hill Business Association event on January 19, 2023, at 6 p.m.

### **Motion – Approve Chapman Technical Group's Building Guidelines.**

Motion made by Councilmember Perry. Seconded by Councilmember Hodges.

**The motion carried unanimously.**

Councilmember Perry petitioned for Item #3 and Item #4 to be discussed collectively rather than individually. There were no objections.

### **3. Consideration to Adopt a Resolution for the City to Demolish the Structure Located at 301 Bond Ave., Map 16, Parcel 16, owned by Cody & Sarah Donnally**

### **4. Consideration to Adopt a Resolution for the City to Demolish the Structure Located at 94 High St., Map 4, Parcel 90, Owned by Celia Puryear**

The structures located at 301 Bond Ave. and 94 High St. have been submitted for demolition under a grant through the Environmental Protection's (DEP) REAP Program. City Manager Johnson requested the Council adopt the resolutions to have the structures demolished. The city will proceed with advertising for bidders after the city receives approval from DEP.

**Motion – Adopt the resolutions for the city to demolish the structure located at 301 Bond Ave., map 16, parcel 16, owned by Cody & Sarah Donnally, and the structure located at 94 High St., Map 4, Parcel 90, Owned by Celia Puryear**

Motion made by Councilmember Perry. Seconded by Councilmember Hodges.

No discussion.

**The motion carried unanimously.**

**5. Discussion on Moving Municipal Election to County**

**Motion – Table the discussion until the city attorney and city manager can consult with the West Virginia Secretary of State's Office and clarify issues and questions that have been raised, such as the three-year versus the five-year term of office and the requirements.**

Motion made by Councilmember Perry. Seconded by Councilmember Hayslette.

There was no discussion.

**The motion carried unanimously.**

**6. Review of Oak Hill Municipal Code (OHMC) 11.16 Vacant Rental or Commercial Property**

Mr. File advised Council the city's ordinances were sufficient. However, they needed to be strictly enforced. Additional or amended ordinances may not be necessary at this stage; the city may elect to revise the ordinances if violations continue after the city actively pursues enforcement.

**Motion – Employ a full-time Code Enforcement Officer effective July 1, 2023.**

Motion made by Councilmember Perry.

**The motion failed due to the lack of a second.**

**New Business**

**7. Review of Street Parking on Central Ave.**

The Safety Committee reviewed the parking condition on Central Ave. after receiving a complaint from property owner David Hylton, at 336 Central Ave. He expressed safety concerns regarding parking on both sides of the street in front of his property. He requested to limit parking in front of his apartment building to fifteen minutes for loading and unloading. Adequate parking has been provided in the rear of the building.

Property owner, Mr. Joe Re, at 348 Central Ave. has requested the city allow parking in front of his property. The Safety Committee reported the street is wider in this location.

**Motion – Restrict parking (approx.. 114 ft.) on the righthand side of the street.**

Motion made by Councilmember Perry. Seconded by Councilmember Hayslette.

Discussion: Council discussed how the fifteen-minute parking sign would be enforced, the area possibly being a public safety hazard, improve traffic flow by restricting parking, uninterrupted snow removal, and adequate parking in the rear of the property at 336 Central Ave.

**Motion to Amend Motion – Amend by striking out the words (approx. 114 ft.) and insert the words "in front of Mr. Hylton's property"**

Motion made by Councilmember Hodges. Seconded by Councilmember Janney.

The motion carried unanimously. The motion is amended and now reads “Restrict parking on the right-hand side of the street in front of Mr. Hylton’s Property”.

**Motion to Amend Main Motion – A fifteen-minute parking sign will be mounted and become the responsibility of the landlord to enforce by including parking restrictions in the tenants’ leases. If at such time the parking sign is not being obeyed, the matter will be brought back to the council for discussion.**

Motion made by Councilmember Perry. Seconded by Councilmember Jackson.  
The motion carried unanimously.

The mayor called for a vote of the main motion with the amendments.

**Motion - to approve the Main Motion with Amendments**

Motion made by Councilmember Perry. Seconded by Councilmember Hayslette.

**The motion carried unanimously. The motion was adopted and will read “Restrict parking on the right-hand side of the street in front of Mr. Hylton’s Property. A fifteen-minute parking sign will be mounted and become the responsibility of the landlord to enforce by including parking restrictions in the tenants’ leases. If at such time the parking sign is not being obeyed, the matter will be brought back to the council for discussion”.**

**8. Consideration of Acceptance of Property at Appalachian Dr. for Welcome to Oak Hill Sign**

New River Gorge Development Company, LLC, has agreed to donate a (20’ x 30’) piece of property from parcel 10 located on Appalachian Dr. to the city for the welcome sign.

**Motion – Accept the property at Appalachian Drive for the Welcome to Oak Hill Sign contingent upon the following stipulations:**

- **Adequate drainage in place for the entire road before the city accepts the property.**
- **The road shall be properly repaired and brought up to like new serviceable condition including those areas of deterioration.**
- **The road will be brought up to Dept. of Highway standards.**
- **Any and all underground utilities must be installed prior to road repair.**
- **Any adoption of the road doesn’t include existing private sewer infrastructure including manholes and pump stations.**

Motion made by Councilmember Perry. Seconded by Councilmember Smallwood, Jr.

Discussion: The members discussed the cost of the city servicing the private street, how long it would take before paving would be needed, the responsibility of making sure all the stipulations have been met, and the length of the road.

**Roll Call Vote: The motion failed. 4-2.**

**Voting Nay:** Councilmember Janney, Councilmember Hayslette, Councilmember Hodges, Councilmember Jackson,

**Voting Yea:** Councilmember Perry, Councilmember Smallwood, Jr.

**Motion – Accept (.79 Acre) piece of property located on parcel 6 on Appalachian Dr. owned by New River Gorge Development Company, LLC, for a welcome sign in exchange for**

***snow removal. This will be contingent upon the same stipulations as described for parcel 10 owned by New River Gorge Development, Company, LLC.***

Discussion: Council discussed renting or selling the property for signage, drainage, snow removal, and the property owner bringing the property up to code.

**Roll Call Vote: The motion failed. 4-2.**

Voting Nay: Councilmember Janney, Councilmember Hayslette, Councilmember Hodges, Councilmember Smallwood, Jr.

Voting Yea: Councilmember Perry, Councilmember Jackson.

**Motion – Consider the (20' x 30') piece of property on parcel 10 after the city obtains more details concerning the length of the street and upkeep, and an estimate on what it would cost to replace it later.**

Motion made by Councilmember Hayslette. Seconded by Councilmember Hodges.

**The motion carried unanimously.**

**9. Chapter/Ordinance Review Committee's Recommendation to Amend Charter**

The Charter/Ordinance Review Committee's recommendation to amend Sections 11, 12, 14, 16, 19, 20, 22, & 30 was reviewed by the council. City Manager Damita Johnson suggested council act upon the changes as the 1<sup>st</sup> reading. If approved a public hearing will be scheduled for an open discussion at the conclusion of all the recommended changes to the Charter.

**SECTION 11. Council Not To Interfere In Appointments Or Removals**  
**RECOMMENDED CHANGES:**

Neither the Council nor any of its members shall direct or request the appointment of any person to, or his removal from, office by the City Manager or any of his subordinates; nor, except upon the express request of the City Manager, shall the Council or any of its members suggest or advise any such appointment or removal, but nothing herein contained shall in any manner affect or abrogate the right of the Council, as a body, to require the Manager to conform to its lawful orders and to be strictly responsible for the proper conduct and administration of his duties.

The City Manager will advertise all vacancies for a period of time that he/she deems appropriate for the position being advertised. Interviews for the vacant position will be conducted by the City Manager and the head of the department in which the vacancy occurs. The City Manager will make a recommendation for hiring to Council and Council may approve or disapprove the recommendation. If the recommendation for the position is not approved by Council, the hiring process herein outlined will start over. The City Manager may terminate the employment of any employee working for the City of Oak Hill except those appointed by Council. Either the employee being terminated or the City Manager, within seven (7) days may request a hearing before Council for a final determination of the employee's employment status.

**Motion – Approve the recommendations as presented by the Charter/Ordinance Review Committee.**

Motion made by Councilmember Perry. Seconded by Councilmember Jackson.

Discussion: The council had a short discussion on the period of time deemed appropriate for

advertising and the Council approving or disapproving the city manager's recommendation for hiring.

**Roll Call Vote.**

Voting Yea: Councilmember Janney, Councilmember Perry, Councilmember Hayslette, Councilmember Jackson, Councilmember Smallwood, Jr.

Voting Nay: Councilmember Hodges

**Motion carried 5-1.**

**SECTION 12. Powers And Duties Of The City Manager**

**RECOMMENDED CHANGES:**

1. The City Manager shall be the chief executive officer and the head of the administration branch of the City government. He/She shall be responsible to the Council for the proper and efficient administration of all affairs of the City and to that end, subject to the provisions of this Charter, shall have power and shall be required to:

- a. Appoint, and when deemed necessary or advisable, remove, all officers and employees of the City except as otherwise provided by this Charter ~~and except as he may authorize the head of a department or office to appoint and remove subordinates in such department or office;~~
- b. Prepare the annual budget and submit it to the Council and be responsible for its administration after adoption by the Council;
- c. Prepare and submit to the Council as of the end of the fiscal year a complete report on the finances and administrative activities of the City for the preceding year;
- d. Keep the Council advised concerning the financial condition and future needs of the City and make such recommendations as to ~~him may seem desirable~~ Council;
- e. Perform such other duties as may be required of him/her by this Charter, by general law, or by order of the Council.

2. The Manager may by letter filed with the City Clerk designate some qualified administrative officer of the City to perform the duties of the Manager during his temporary absence or disability. If the Manager fails to make such designation, the Council may by resolution appoint an officer of the City to act for the Manager during his absence or disability.

**Motion – Approve the recommendations as presented by the Charter/Ordinance Review Committee.**

Motion made by Councilmember Perry. Seconded by Councilmember Hodges.

No Discussion.

**The motion carried unanimously.**

**SECTION 14. Treasurer**

**RECOMMENDED CHANGES:**

The ~~Council~~ City Manager shall appoint a City Treasurer (as per Section 11 of this Charter) to serve at ~~its~~ his/her will and pleasure and shall fix his/her salary. The Treasurer shall be responsible for the custody of all City funds and for their disbursement on such order or requisition as the Council may prescribe. He/she shall, under the supervision of the City Manager, be charged, except as may be otherwise provided by law, with the collection of taxes, special assessments and other revenues. It shall be the duty of the Treasurer to see that the accounts of the City are kept in a detailed and systematic manner, under the proper

classification so as to show the bonded and other indebtedness of the City, and the amounts and claims due the City, as well from taxes, levies and assessments as from other sources. The City Treasurer shall, under the direction of the Manager, assist in the preparation of the levy estimate for each year and shall submit the same to the Council in accordance with its direction.

**Motion – Approve the recommendations as presented by the Charter/Ordinance Review Committee.**

Motion made by Councilmember Perry. Seconded by Councilmember Jackson.

Discussion. There was a short discussion on the individuals appointed by the council.

**The motion carried unanimously.**

**SECTION 16. Administrative Offices and Departments**

**RECOMMENDED CHANGES:**

1. There shall be in the City government a Police Department, a Fire Department, a Street Department and such other administrative departments as may by ordinance be created by the Council. Each department shall have such powers and duties as may be assigned to it by the Council. The City Manager shall appoint, subject to the confirmation thereof by the Council, as the head of each department except the Police Department, a chief or director, who shall be responsible for the efficient administration of the department and subject to the supervision and direction of the Manager. Two or more departments may be headed by the same individual and the Manager may, with the approval of the Council, be the head of one or more departments.

~~2. The Council may by ordinance create, combine, change or abolish offices, departments or agencies, other than those established by this Charter. The Council may assign additional duties or functions to any office, department or agency created by this Charter but may not discontinue or transfer any function or duty assigned by the Charter to any particular office, department or agency.~~

**Motion – Approve the recommendations as presented by the Charter/Ordinance Review Committee.**

Motion made by Councilmember Perry. Seconded by Councilmember Jackson.

No Discussion.

**The motion carried unanimously.**

**SECTION 19. Ordinances**

**RECOMMENDED CHANGES:**

~~1. In addition to such acts of the Council as are required by this Charter or by general law to be by ordinance, every act of the Council establishing a fine or other penalty or providing for the contracting of indebtedness, shall be by ordinance. All ordinances hereafter enacted shall be enacted in accordance with the provisions of this Charter, the general laws of this State and particularly with the provisions of Chapter Eight A of the West Virginia Code of 1943, as amended.~~

~~2. The enacting clause of all ordinances shall be: "Be it enacted and ordained by the Council of the City of Oak Hill."~~

The City of Oak Hill will enact ordinances in accordance with § 8-11-4 of West Virginia State Code



**Motion – Approve the recommendations as presented by the Charter/Ordinance Review Committee.**

Motion made by Councilmember Hodges. Seconded by Councilmember Jackson.

No Discussion.

**The motion carried unanimously.**

**SECTION 20. Effect of Charter on Existing Ordinances And Administrative Rules And Regulations**

**RECOMMENDED CHANGES:**

All existing ordinances and all existing administrative rules, regulations and practices, if not inconsistent or in conflict with this Charter, shall continue in full force and effect until repealed or modified by the Council or other competent authority of the City. ~~and, without limiting the generality of the foregoing, the ordinance relating to zoning of the City for business, building and other purposes as adopted on the 7th day of January, 1946, shall remain in full force and effect in all respects.~~ All ordinances, rules, regulations and practices ~~as that~~ are inconsistent or in conflict with this Charter shall, unless sooner repealed or modified, continue in full force and effect for a period of sixty days only, and at the end of that period shall to the extent of such inconsistency or conflict be of no further force or effect.

**Motion – Approve the recommendations as presented by the Charter/Ordinance Review Committee.**

Motion made by Councilmember Perry. Seconded by Councilmember Jackson.

No Discussion.

**The motion carried unanimously.**

**SECTION 22. Preparation, Submission And Adoption Of Budget**

**RECOMMENDED CHANGES:**

1. The City Manager shall ~~prepare a budget in accordance with West Virginia State Code and present to Council for adoption by the date established by West Virginia Auditors Office. in accordance with the provisions of this Charter and under such rules and regulations as the Council may prescribe, at least thirty days prior to the beginning of each budget year, submit to the Council a proposed budget and budget explanatory message in the form as desired by the Council. A public hearing on the question of the adoption of the proposed budget shall be held by the Council not later than fifteen days prior to the beginning of the budget year and the budget shall be adopted by the favorable vote of at least a majority of all the members of the Council.~~

~~The budget shall be adopted not later than the twenty-seventh day of the last month of the fiscal year prior to the beginning of the new budget year. Should the Council take no final action on or prior to such day, the budget, as submitted, shall be deemed to have been adopted by the Council and shall be in effect for the budget year, but the budget, as adopted, shall be subject to such revision by the Council as may be appropriate for the laying of the levy for the ensuing year.~~

**Motion – Approve the recommendations as presented by the Charter/Ordinance Review Committee.**

Motion made by Councilmember Perry. Seconded by Councilmember Hodges.

No Discussion.

**The motion carried unanimously.**

**SECTION 30. Preservation Of Prior Taxing Powers**

**RECOMMENDED CHANGES:**

~~The City shall have all the powers of taxation, other than property taxes, which are contained and were granted to its predecessor municipal corporation, and which are not in conflict with general law, as were contained in the Charter of such prior corporation as contained and enacted in House Bill Number 71, Chapter 16 of the Acts of the Legislature of West Virginia, one thousand nine hundred twenty five.~~

The City shall have all the powers of taxation as prescribed by § 8-13-11 of West Virginia State Code.

**Motion – Approve the recommendations as presented by the Charter/Ordinance Review Committee.**

Motion made by Councilmember Perry. Seconded by Councilmember Hodges.

No Discussion.

**The motion carried unanimously.**

**10. Truist Drive-Thru Acquisition**

Truist will be closing its drive-thru branch located at 201 Summerlee Ave. in March. They will entertain proposals on the bank after they close. Damita recognized this property would be a good option for the Sanitary Board to collect payments.

**Motion – Authorize the city manager and the mayor to negotiate with Truist for the donation or purchase of the property in exchange for a tax incentive to include placement of or rental space of the ATM.**

Motion made by Councilmember Perry. Seconded by Councilmember Hayslette.

Discussion: Council discussed the different options relating to the ATM, the current BB&T walkup window not properly designed for a drive-thru, and consulting Council for approval after the price has been negotiated.

**Roll Call Vote: 6.0 The motion carried unanimously.**

**11. Consideration of the Planning Commission's Recommendation to Change Land**

**Classification from R-2, Residential District, to B-2, General Business District on Parcels 54,55,56,58,70,72,73,75,76, and 77, High Lawn Heights Addition, 1702 East Main St. (Old Basham Junk Yard Property).**

City Manager Johnson received a unanimous recommendation from the Planning Commission to change the land classification to allow for the placement of storage buildings.

**Motion – Accept the recommendation of the Planning Commission to change the land classification from R-2, Residential District, to B-2, General Business District on Parcels 54, 55, 56, 58, 70, 72, 73, 75, 76, and 77 at High Lawn Heights Addition, 1702 East Main St. (Old Basham Junk Yard Property).**

Motion made by Councilmember Janney. Seconded by Councilmember Hodges.

Discussion: The council discussed the classification change as an improvement and an asset to the city, some of the junkyard property is already zoned as a business district, and the owner agreeing to plant a hedge in front of the property.

**The motion carried unanimously.**

Councilmember Perry requested the city manager draft a letter in relation to Mr. Legg's agreement to plant a hedge in front of the property.

**12. James (Buzz) Elkins Reappointment to Board of Zoning Appeals**

**Motion – Approve the reappointment of James Elkins to the Board of Zoning Appeals.**

Motion made by Councilmember Perry. Seconded by Councilmember Hodges.

No Discussion.

**The motion carried unanimously.**

**13. Executive Session to Discuss Possible Litigation**

**Motion – Enter into executive session in relation to legal issues involving personnel matters.**

Motion made by Councilmember Perry, Seconded by Councilmember Hodges.

Councilmember Perry referred to W. VA. Code 6-9A-4 and referenced caselaw Peters v County Commission of Wood County, 205 W. Va. 481 (1999).

**The motion carried unanimously. 6-0.**

Council entered into an executive session. Upon return, Councilmember Perry reported no action was taken during the session.

**Motion - Return to regular session.**

Motion made by Councilmember Perry. Seconded by Councilmember Hodges.

**The motion carried unanimously. 6-0.**

Council returned to regular session.

**Department Reports**

Police Report  
Fire Dept. Report  
City Manager Report  
MS4

Council reviewed the submitted reports; there were no questions or comments regarding the Police reports. There was a short discussion on the addition to the fire department; they are preparing to receive bids in April. The city manager updated the council on the status and plans for the Pino property. She received an appeal to draft a letter to the County Commission requesting additional voting machines for precincts 11 and 12. Council requested she investigate why there has been no progress on ACE's proposition to build an 80-room lodge. There was a discussion on preparing the deeds with Berwind Land Co. and Imre Szilagy for the parks in Minden. There were no MS4 reports from the public regarding any illicit discharges or stormwater.

### **Council and Mayor Comments (with possible actions)**

The mayor called for council comments and the following items were discussed:

- Meeting with the stormwater engineer on the Minden Flood Mitigation Plan and city-wide MS4 plan
- Individuals inquiring about the city returning to having a recycling program
- Need for improved lighting at the Holliday Lodge
- Acknowledgment of Chief Whisman and officers for their handling of two incidents
- Recognition of David Kirk and Steve Hayslette for the repair of the sidewalk in front of Councilmember Hodges home
- Invitation to the Oak Hill business owners' event, putting the invitation on Oak Hill Info, and inviting David Sibray to speak during the occasion on establishing a historic district
- Candidate Filing for Municipal Election on June 13, 2023, began today and will end on the 28<sup>th</sup> of January
- Black History Month, compliments to Mayor Wright for the 2022 celebration of Black History, plans to have a WV author give a presentation on Black History
- Begin planning to have a "Know your City Government" day
- Request for the city manager to check with citizen Hundley to locate the area where a guardrail is missing in the Collinwood Acres area.

### **Announcements**

1. Midwinter Municipal League Conference is scheduled for the 13<sup>th</sup> and 14<sup>th</sup> of February at Embassy Suites in Charleston, WV.
2. There will be a skate session and design meeting at Camp Royal Indoor Skatepark in Glen Jean on the 12<sup>th</sup> of January.
3. The next regular City Council meeting is scheduled for Feb. 6, 2023.

### **Future Agenda Items**

There were no requests for future items.

There was no further business. The mayor adjourned the meeting at approximately 8:10 p.m.

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Ronda Falk, City Clerk

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Daniel E. Wright, Mayor