

CITY OF OAK HILL
MINUTES
City Council Meeting - June 2021
June 14, 2021 - 6:30 PM

The regular monthly meeting of the Oak Hill City Council was held on June 14, 2021 in the Council Chambers of Oak Hill City Hall at 6:30 p.m. via Zoom and in person.

Presentation: *Becky Sullivan, New River Gorge Convention & Visitors Bureau Annual Report*
This presentation took place during the citizen comments.

Call to Order

The Mayor called the meeting to order.

Roll Call

The City Clerk called the roll with the following being in attendance:

PRESENT

Mayor Daniel Wright
Council Member Thomas Oxley
Council Member Diana Janney
Council Member Missy Wilshire
Council Member David Perry
Council Member Charles Smallwood, Jr.
Council Member Ronald Stephen Hayslette
Council Member Benitez Jackson

Invocation

Councilmember Perry gave the invocation.

Pledge of Allegiance

Council member Hayslette led the pledge of allegiance.

Reading and Approval of Minutes

Motion - *Dispense with the reading of and approve the minutes of May 10, 2021.*

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Wilshire.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

Treasurer's Report

Motion - *Approve the treasurer's report as presented.*

Motion carried 7- 0.

Motion made by Council Member Janney, Seconded by Council Member Wilshire.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member

Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

Correspondence

None

Citizens Comments

Christa Hodges thanked everyone for their part in the Rail Trail Expo. She also gave an update on the activities of Destination Downtown.

Dottie Collins informed Council that the senior circle at Plateau Medical Center is no longer available and asked for help in finding a place for the senior citizens to meet and exercise.

Percy Fruit spoke about the Minden road conditions, the Minden playground, and the dog problem in Minden.

Jim Matthews explained the rezoning request that is coming before Council for the WV Baptist State Convention.

Loretta Runyon expressed her concern for the senior citizen health and joined Ms. Collins in asking for help in finding a place for them.

Donnie Snyder accused a police officer of harassing him and his business. He also asserted that his business is not in city limits.

Ginny Cracraft brought a copy of the Southern WV Magazine and informed Council that Oak Hill is not mentioned in it and asked where the money is going that we are giving to the Southern WV CVB.

Becky Sullivan, Director of the Fayette County Chamber of Commerce and New River Gorge CVB gave the annual report for the entities. She also answered questions about the Southern WV CVB and other questions from Council.

Kathy Reed spoke in support of the vicious dog ordinance.

Jim Ayers complimented the Police Department.

Kevin Willis asked who is responsible for the alley between the former Domino's building and the former East End Elementary School. He also commented about the sidewalk at Main Street and Pine Street.

Council Comments and Department Reports

They Mayor asked for Council comments and the following was discussed: Rail Trail Expo, addressing issues with City Manager prior to Council meetings, pool on Rogers Street (Rosedale Area), BB&T garage, Elmore building on Oyler Avenue, Bill Staples house, Gary Crouch house, Collins Middle School building, strategies for capitalizing on the New River Gorge National Park, thanks for increased police patrols in Minden, Minden playgrounds, fowl ordinance, dog park signage, east end drainage problem, asking the City Manager and Mayor to cosign a letter to Steve Cole of the DOH asking for a meeting, scout cabin, high grass, garbage at Wickline Street house.

The Fire Chief and the Chief of Police reported on the activity for each of the departments.

Mayoral Comments

The Mayor would like for the City to do what we can for the senior center. He also mentioned dogs on Mahan Street, flooding on Trump, the hedge on the ramp from Main Street needs trimmed, and offered kudos to Kevin Willis for his successful businesses.

A Minute from the Minutes

The Mayor read excerpts from the minutes of March 9, 1925; July 17, 1906; December 3, 1906; and February 4, 1907.

Unfinished Business

1. Consideration and Adoption of Resolution to Lay Assessment Liens on the Following Properties

- A. 118A High Street, Map 7, Parcel 226, Owned by Novelle Barrett & ET AL
- B. 11 Rocklick School Rd., Map 59J, Parcel 14, Owned by Randy Crawford
- C. 175 Minden Rd., Map 58M, Parcel 97, Owned by Jimie & Tiffany Adamini
- D. Corner of Victory St. & Adkins Ave., Map 13, Parcel 56, Owned by Elizabeth A. Basham

Motion - Adopt resolutions to lay assessment liens on the properties presented by the City Manager.

Motion carried 7 - 0.

Motion made by Council Member Janney, Seconded by Council Member (At Large) Oxley. Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

2. Examination of Demolition Report for 103 Rocklick Rd., Map 59J, Parcel 40, Owned by ACE Adventure Resort

The City Manager presented the demolition report for the property at 103 Rocklick Road owned by ACE Adventure Resort, showing before and after pictures.

Motion - Accept the demolition report for 103 Rocklick Road.

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Perry. Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

3. Bid Opening for Demolition of Residential Structure Located at 1138 Minden Rd., Map 58L, Parcel 12, Owned by Alma Campbell, c/o Diana McCumbers

One bid was received from Empire Salvage in the amount of \$5,500.

Motion - Accept the bid of Empire Salvage for the demolition of the structure located at 1138 Minden Road owned by Alma Campbell.

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Hayslette.

Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

4. Consideration and Adoption of a Resolution for the City to Demolish the Structures Located at 38 & 40 Poff Rd., Map 59iE, Parcels 45 & 46, Owned by Debra K. & Danny Thomas

Motion - Adopt the resolution for the city to demolish the structures located at 38 and 40 Poff Road owned by Debra K. and Danny Thomas.

Motion carried 7 - 0.

Motion made by Council Member Perry, Seconded by Council Member (At Large) Oxley.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

5. Vicious Dogs Ordinance - 2nd Reading

Motion - Accept this as the 2nd reading and adoption of the vicious dog ordinance.

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Janney.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

6. Advertisement for Coordinator of Economic Development

Motion - Approve advertisement presented and advertise for the position of Economic Development Coordinator.

Motion carried 7 - 0.

Motion made by Council Member Perry, Seconded by Council Member Jackson.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

New Business

7. Structure Inspection Board (SIB) Recommendation to Demolish the Structure Located at Old Minden Rd., Map 33, Parcel 127, Owned by Frederick Riggins & King Moses Riggins

Motion - Accept the recommendation of the SIB to demolish the structure located at Old Minden Road, owned by Frederick Riggins and King Moses Riggins.

Motion carried 7 - 0.

Motion made by Council Member Hayslette, Seconded by Council Member Jackson.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

8. Intergovernmental Agreement with Fayette County / Building Code Inspections

Motion - *Renew the Intergovernmental Agreement with Fayette County / Building Code Inspections*

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Janney.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

9. Appointment and Re-appointments to City of Oak Hill Commissions

A. Building Commission - Vacancy (Jack Flint Retired)

B. Re-appointment to Planning Commission - Kay Ballard

C. Re-appointment to Police Civil Service Commission - John Trimble & Ernie Perdue

Motion - *Reappoint Kay Ballard to the Planning Commission; reappoint John Trimble and Ernie Perdue to the Police Civil Service Commission; list other vacancies on our website in order to find interested parties willing to serve on a committee.*

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Perry.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

10. Bronze Plaque Commemorating the Jones Family Mounted at City Hall

The Mayor researched the deed to the current city hall and found that there should be a bronze plaque commemorating the Jones Family.

Motion - *Move forward with placing a plaque at city hall and plan a ceremony to go along with it.*

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Smallwood, Jr..

Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

11. Selection of Streets and Parking Areas for Paving

The City Manager presented a list of streets and parking areas to be paved.

Motion - *Approve the list of streets and parking areas to be paved.*

Motion carried 7 - 0.

Motion made by Council Member Perry, Seconded by Council Member (At Large) Oxley.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

12. Consideration of a Welcome to Oak Hill Sign in the Greentown Area on Parcel Number 27 Owned by the City of Oak Hill

The City Manager would like to place a welcome sign on a parcel of property in the Greentown area that is owned by the city. This property will need to be annexed; however, the annexation of the contiguous property (US 19) was not recorded at the time the annexation of this roadway was granted.

Motion - *Proceed to have annexation recorded and then annex the parcel owned by the city.*

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Jackson.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

13. General Fund Budget Revision

The City Treasurer presented a budget revision in the amount of \$143,000.

Motion - *Approve the budget revision as presented.*

Motion carried 7 - 0.

Motion made by Council Member Wilshire, Seconded by Council Member Janney.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

14. Veterans Memorial

Motion - *Establish commission to establish a Veteran's memorial. The commission will be appointed by the Mayor with 3 - 5 members.*

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Perry.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

15. James Monroe Ellis Marker

The City Manager presented the text to be engraved on the marker honoring James Monroe Ellis.

Motion - *Approve the text and order the James Monroe Ellis marker to be installed in the area of the Russell E. Matthew Park.*

Motion made by Council Member Janney, Seconded by Council Member Wilshire.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

16. American Rescue Plan Act of 2021

- A. Assurance of Compliance with Title VI of the Civil Rights Act of 1964
- B. Financial Assistance Agreement

C. Establish a Bank Account and Authorize Signatories

The City Treasurer presented documents necessary to apply to receive the funding from the American Rescue Plan of 2021.

Motion - Approve the ARPA documents as presented and authorize Damita Johnson, City Clerk-Treasurer to sign the necessary documents and apply for the funds on behalf of the City of Oak Hill. Also authorize an account be opened for the funding with the signatures on the account to be William Hannabass, City Manager; Damita Johnson, City Clerk-Treasurer; Daniel E. Wright, Mayor, and Sharon Coffman, Administrative Assistant.

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Wilshire.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

17. Police Hiring

The Civil Service Commission presented a list for police hiring with Scott M. Wilshire at the top of the list.

Council members Oxley and Wilshire left the room and did not participate in any discussion concerning this hiring.

Motion - Hire Scott M. Wilshire as a police officer for the City of Oak Hill.

Motion carried 5 - 0.

Motion made by Council Member Perry, Seconded by Council Member Janney.

Voting Yea: Council Member Janney, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

Voting Abstaining: Council Member (At Large) Oxley, Council Member Wilshire

The Civil Service Commission presented a list for police hiring with Robert Jones at the top of the list.

Motion - Hire Robert Jones as a police officer for the City of Oak Hill.

Motion carried 7 - 0.

Motion made by Council Member Perry, Seconded by Council Member Janney.

Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

The Civil Service Commission presented a list for police hiring with Alexander Bias at the top of the list.

Motion - Hire Alexander Bias as a police officer for the City of Oak Hill.

Motion carried 7 - 0.

Motion made by Council Member Perry, Seconded by Council Member Janney.

Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

18. New Facility for Oak Hill City Hall

The City Manager estimates that it will cost approximately \$1.7 million to refurbish the former BB&T building and \$1.5 million for a new city hall building.

There was discussion on the merits of each.

Motion - *Advertise for bids for an appraisal on the former BB&T building.*

Motion carried 6 - 1

Motion made by Council Member Perry, Seconded by Council Member (At Large) Oxley.
Voting Yea: Council Member (At Large) Oxley, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

Voting Nay: Council Member Janney

19. Buying Ads for Civic Functions

Motion - *Table this item.*

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Wilshire.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

20. Planning Commission Recommendation to Rezone Property Located at Lot 28, 29, & 30 Harlem Heights, Map 4, Parcel 145, 146, & 147 from R2 to R3 to Allow Conversions of the Baptist Singing Convention Building to be Used as a 5 Unit Apartment Building

Motion - *Accept the recommendation of the of the Planning Commission to rezone property located at 28, 29, and 30 Harlem Heights to allow conversion of the Baptist Singing Convention building to be used as a 5 unit apartment building.*

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Wilshire.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

21. Naming of Unnamed Street Off of Joy Street

Motion - *Assign the name of Rosebud Lane to the unnamed street off of Joy Street.*

Motion carried 7 - 0.

Motion made by Council Member (At Large) Oxley, Seconded by Council Member Janney.
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

22. Personnel Matter with Anticipated Executive Session in Compliance with Open Meeting Act, State Code 6-9A-4

Motion - *Enter into executive discuss personnel matters pursuant to State Code 6-9A-4 with only Council members attending the session.*

Motion carried 7 - 0.

Motion made by Council Member Perry, Seconded by Council Member Smallwood, Jr..
Voting Yea: Council Member (At Large) Oxley, Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

Councilmember Oxley left the meeting before the end of the executive session.

Upon return from executive session the Mayor announced the reason for the meeting was to discuss personnel matters. No action was taken in executive session.

Motion - *Return from executive session and enter regular session.*

Motion carried 6 - 0.

Motion made by Council Member Janney, Seconded by Council Member Hayslette.
Voting Yea: Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

Motion - *Request the City Manager to get an opinion from the city attorney on the process to revisit council appointments before the end of the current council's term.*

Motion carried 6 - 0.

Motion made by Council Member Perry, Seconded by Council Member Hayslette.
Voting Yea: Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

Motion – *Instruct the City Manager to develop and organizational chart by the August meeting.*

Motion carried 6 – 0

Motion made by Council Member Perry, Seconded by Council Member Jackson.
Voting Yea: Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

Motion – *In cooperation with the Mayor and City Manager, appoint a committee to develop an evaluation instrument for those employees that Council oversees.*

Motion carried 6 – 0

Motion made by Council Member Perry, Seconded by Council Member Smallwood, Jr.
Voting Yea: Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

23. Future Agenda Items

Crown Act
National Park Ideas
Day Report Center Utilization
Vendor Policy
Auditor's Office - Stimulus Payment
Fowl Ordinance

June 14, 2021

Adjournment

Motion - *There being no further business, adjourn the meeting.*

Motion carried 6 - 0.

Motion made by Council Member Janney, Seconded by Council Member Wilshire.

Voting Yea: Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson