**OAK HILL CITY COUNCIL**

**Minutes**

**May 13, 2013**

The regular session of the Oak Hill City Council convened in the Council Chambers of City Hall on Monday, May 13, 2013 at 6:30 p.m.

**Members Present** **Also Present**

Mayor Fred Dickinson William Hannabass, City Manager

Diana Janney Damita Johnson, City Clerk-Treasurer

Mollie Ray

Jeff Atha

Dianna Smallwood-Russell **Absent**

Bruce Coleman

Tom Oxley Anna Lou Holt

Diana Janney gave the invocation and the Pledge of Allegiance was then recited.

**Call to Order**

Mayor Dickinson called the meeting to order.

**Public Comments**

None

**Minutes**

***Council member Ray made a motion to dispense with the reading of and accept the minutes of the meeting held April 8, 2013. Council member Oxley seconded the motion. Motion carried unanimously by all those in attendance.***

**Treasurer’s Report**

***Council member Janney made a motion to approve the finance reports and the vendor checks report as presented by the City Treasurer. Council member Ray seconded the motion. Motion carried unanimously.***

**Correspondence**

None

**Old Business**

The Mayor polled Council and department heads for old business and various items were mentioned including the Depot ribbon cutting, the Rail Trail Expo, the property behind Tom’s carryout, cars crossing parking lots to avoid traffic signals, and citations issued for running red lights.

**City Manager**

The City Manager deviated from the agenda to accommodate guests in attendance.

**New Business**

1. **Lighting System for Amphitheater Stage – Bid Opening/Award –** Three proposals for lighting were received. Mike Lively, Chair of the Amphitheater Commission was in attendance. The following bids were received:

**Showtrends, Inc. $12,953.25**

**Sound Solutions $13,417.22**

**Electronics Specialty Co $20,900.76**

The City Manager recommends allowing the Amphitheater Commission to review the bids.

***Council member Oxley made a motion for the City Manager and Amphitheater Commission to review the bids for adherence to specifications and make a recommendation for awarding the bids. Council member Janney seconded the motion. Motion carried with Council member Ray voting no.*** The City Manager will not issue a Notice to Proceed until there are adequate funds for pay for the project.

1. **Sound System for Amphitheater Stage – Bid Opening/Award –** The following bids were received:

**Showtrends, Inc. $ 6,986.73 (Option 1) $28,500.00 (Option 2)**

**Sound Solutions $ 6,980.96**

**Electronic Specialty Co $12,461.69**

***Council member Coleman made a motion for the Amphitheater Commission to review and compare proposals and report to the City Manager and allow the City Manager to award the bid once the funds are in place. Council member Janney seconded the motion. Motion carried unanimously by those in attendance.***

1. **Recommendation from the Amphitheater Commission – Adoption of Event Rental Contract –** The City Manager presented an Event Rental Contract, recommended by the Amphitheater Commission, for Council’s approval. This contract is modeled closely after the one used by the City of Clarksburg. The fees recommended are as follows:

**$50 per hour/four hour minimum for nonprofit agencies**

**$100 per hour/four hour minimum for profit agencies**

**$100 security deposit (may be waived by the Commission)**

**Peripheral vendors to be charged the going rate as decided by the Commission**

**Security - $50 per hour per police officer on an as needed basis**

**Applications must be submitted 60 days prior to proposed event date to allow proper administration of the application.**

There was considerable discussion on the fees and the vendor spaces. Some events will be sponsored by the Commission. This will be at the discretion of the Commission.

***Council member Atha made a motion to approve the Event Rental Contract as presented by the Amphitheater Commission (minor changes were made and are in the content above). Council member Oxley seconded the motion. Motion carried unanimously.***

**Old Business**

1. **Appointments to Boards and Commissions –** There are two vacancies on the Beautification Commission. The City Manager has no recommendations. ***Council member Atha made a motion to table this matter until next month. Council member Coleman seconded the motion. Motion carried unanimously by those in attendance.***
2. **MTA – Request for Contribution –** No one from MTA could attend. ***Council member Oxley made a motion, seconded by Council member Atha to table this item until the next meeting. Motion carried unanimously by those in attendance.***

**New Business**

The Mayor polled Council for new business and various items were discussed including trees on Virginia Street and paving.

**City Manager**

1. **Concrete Paving at Fire Department –** One bid was received from SMH Construction Company Inc., in the amount of $46,750. ***Council member Ray made a motion to reject this bid for the concrete apron at the fire department because it is over the amount approved in the budget. Council member Coleman seconded the motion. Motion carried unanimously by those in attendance.*** The City Manager will advertise the project again.
2. **ADA Compliant Ramp Connecting City Park and the White Oak Rail Trail –** The City Manager gave information on this project that will connect the park and the rail trail.
3. **Restroom Facility to Serve City Park and the White Oak Rail Trail –** Planning is underway to construct a restroom facility to serve the City Park and the Rail Trail. Meade Corder has been instrumental in this process.
4. **Police Department Promotion –** The Civil Service Commission recommends promotion of Joshua Grant Hoover to Corporal. ***Council member Oxley made a motion, seconded by Council member Atha to promote Grant Hoover to Corporal. Motion carried by all those in attendance.***
5. **Grant Application/Resolution – Woodland Oaks Garden Club Project –** This project is being sponsored by the County Commission so Council will not have to adopt a resolution. No action was taken.
6. **Budget Revision –** The City Treasurer presented a budget revision in the amount of $322,000. ***Council member Coleman made a motion to accept the budget revision as presented by the Treasurer. Council member Atha seconded the motion. Motion carried unanimously by those in attendance.***

There being no further business appearing, the meeting adjourned.

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City Clerk Mayor