**OAK HILL CITY COUNCIL**

**Minutes**

**February 11, 2013**

The regular session of the Oak Hill City Council convened in the Council Chambers of City Hall on Monday, February 11, 2013 6:30 p.m.

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

Fred Dickinson, Mayor William Hannabass, City Manager

Diana Janney Damita Johnson, City Clerk-Treasurer

Mollie Ray Bill File, City Attorney

Anna Lou Holt

Jeff Atha

Dianna Smallwood-Russell **Absent**

Bruce Coleman

Tom Oxley

The City Clerk gave Anna Lou Holt, newly appointed Councilmember to Ward I, her oath of office.

Damita Johnson gave the invocation and the Pledge of Allegiance was then recited.

**Call to Order**

Mayor Dickinson called the meeting to order. He then asked Sharon Cruikshank to say a few words about Jim Lively, who recently passed away. A moment of silence in Mr. Lively’s honor was observed.

**Public Comments**

Suzette Hardy asked the status of the Red Cross Building. The City Manager will check on the status.

**Minutes**

***Council member Oxley made a motion to dispense with the reading of and accept the minutes of the meeting held January 14, 2012. Council member Atha seconded the motion. Motion carried unanimously.***

**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 Oxley 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 Basham’s Salvage Yard, Lions Club garbage cans on the rail trail, the work at the entry to Collinwood by the railroad and Mr. Lively.

**City Manager**

Vicki Setterl gave a progress report on the upcoming Rail Trail Expo.

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

1. **Chamber/CVB Building Improvements –** Sharon Cruikshank, Director of the Fayette County Chamber reported that the Chamber/CVB building needs to be painted or stained and the parking lot needs repaved. The City leases this building to the Chamber. She asked Council to consider deeding the property to the Chamber/CVB or helping with the cost of the needed improvements. The City Manager will check with the attorney to determine whether we can legally donate the building to them or if it has to be advertised for sale.
2. **Article 371 Pedestrians (Crosswalks) –** Council member Oxley and Chief Whisman have been discussing this article and would like to change the language in 371.02(b) to include oncoming traffic. However, if the ordinance is amended, he suggested we notify the press of the change so the public will be aware.

**New Business**

The Mayor polled Council and the Department Heads for new business and various items were discussed including a culvert at 145 Broadway, drain on Warren Avenue, and the retiring of the K9 dog.

**City Manager**

1. **Appointment to Boards and Commissions –** The Planning Commission, the Board of Zoning Appeals, and the Recreation Commission need members appointed. **Planning Commission** – The Mayor served on this Commission as a Council member but cannot serve as Mayor. ***Council member Oxley made a motion to appoint Council member Smallwood-Russell to the Planning Commission. Council member Janney seconded the motion. Motion carried unanimously.*** The City Manager has a few ideas about appointments to the other Commissions but needs to check with them. He would also like recommendations from Council. ***Council member Oxley made a motion, seconded by Council member Ray to table this issue. Motion carried unanimously.***
2. **Structural Inspection Board Recommendation – John Zink Property NW Corner of School Street and Central Avenue –** The Structural Inspection Board recommends to Council that this structure be demolished. Mr. Zink did not appear at the meeting to give reason why the structure should not be demolished. ***Council member Oxley made a motion to accept the recommendation of the Structural Inspection Board. Council member Atha seconded the motion. Motion carried unanimously.***
3. **Advertise for Bid – City Hall Generator – *Council member Oxley made a motion to authorize the City Manager to advertise for bids for a generator for City Hall. Council member Atha seconded the motion. Motion carried unanimously.***
4. **Christmas Decorations – Purchase of Decorations/Committee Report –** The City Manager discussed the various options of Christmas Decorations the committee had decided upon and presented four (4) options of costs and methods. The most popular option was option #3 which calls for 50% new decorations, 50% old decorations and adding new drops out to the Skyline Shopping Center. This is a total of $37,334 with LED bulbs. There is also an option to add 5 additional accent pieces with LED bulbs at a cost of $2,339. ***Council member Oxley made a motion to authorize the City Manager to purchase Christmas decorations as outlined in option #3 with LED bulbs and LED accent pieces. Council member Smallwood-Russell seconded the motion. Motion carried with Council member Ray voting no.***
5. **Council Chambers Configuration –** **Committee Report –** Council member Atha, the Mayor and the City Manager met to discuss changes to the Council Chambers that will enhance the effectiveness of presentations and facilitate better meetings. These changes include adding another table to the seating arrangement to allow for a “U” shaped seating area; the addition of projectors; lecterns for speakers and other minor changes. There were no objections to the proposed changes.
6. **Resolution –** **Police Department Grant, Governor’s Community Participation Program –** The police department has been awarded a $2,000 grant for equipment. ***Council member Oxley made a motion to adopt a resolution authorizing the Mayor to sign an application and any other documents necessary to obtain a grant from the WV Development Office for the police department. Council member Janney seconded the motion. Motion carried unanimously.***
7. **Farmers Market –** **Permanent Facilities on City Property –** The City Manager met with the Farmers Market members and discussed with them the possibility that Council would consider building a permanent “open air” facility for the market. He suggests using City property next to DHHR. The Farmers Market named a committee that will provide more information at a later date. There was much discussion on this issue.

***Council member Oxley made a motion to enter into executive session to discuss litigation. Council member Smallwood-Russell seconded the motion. Motion carried unanimously.***

Upon return from executive session, the Mayor announced the reason for the session was to discuss litigation. No action was taken.

There being no further business appearing, the meeting adjourned.

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City Clerk Mayor