**OAK HILL CITY COUNCIL**

**Minutes**

**January 14, 2013**

The regular session of the Oak Hill City Council convened in the Council Chambers of City Hall on Monday, January 14, 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

Jeff Atha

Dianna Smallwood-Russell **Absent**

Tom Oxley Bruce Coleman

The City Clerk gave Mayor Fred Dickinson his oath of office.

The Mayor then said a few words of thanks to the Council and administration.

Tom Oxley gave the invocation and the Pledge of Allegiance was then recited.

**Call to Order**

Mayor Dickinson called the meeting to order.

**Public Comments**

Suzette Hardy asked about the drainage/water problem on Forest Lane and Karen Todaro reported a problem with dogs in her neighborhood on Collinwood Drive.

**Minutes**

***Council member Oxley made a motion to dispense with the reading of and accept the minutes of the meeting held December 10, 2012. Council member Atha seconded the motion. Motion carried unanimously.***

**Treasurer’s Report**

***Council member Ray 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**

The City Clerk reported a card had been received from the JROTC thanking Council for the monetary award for participating in the Christmas Parade.

**Old Business**

The Mayor polled Council and department heads for old business and no items were mentioned.

**City Manager**

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

1. **Metropolitan Planning Organization/Assessment –** WD Smith and Terri Price from Region 4 Development Council were in attendance to speak on this subject. Mr. Smith explained the MPO and its purpose. A 20% match is required to receive the federal funding for the MPO. The State will provide 10% of the match and a 10% local share is required. The local share will come from an assessment to the voting cities and towns of the MPO. The assessment will be per capita and the County Commissions will be assessed for the unincorporated areas.
2. **White Oak Chapter/Depot Lease Renewal –** The City Manager presented a deed for Council’s review that mirrored last year’s deed for the depot. The City Attorney suggested that we add a clause that allows the lease to be terminated if the property is destroyed and a clause that requires the City’s consent before a sublease is entered. The Whistle Stop needs a formal sublease agreement with the Depot. ***Council member Janney made a motion to accept the lease agreement with the provisions added as suggested by the City Attorney. Council member Oxley seconded the motion. Motion carried unanimously by all those in attendance.*** The term of the lease is for one year and the depot members would like for the Council to consider making the lease two years at the next renewal. This will help them be eligible for grants.
3. **Business License Application, Thrift Store-Pawn Shop, 104 Virginia Street –** The City Manager has refused to issue a license to the Pawn Shop, whose owner is Barry Blackburn, due to violations of our ordinances. Mr. Blackburn’s remedy is to apply to City Council for a license. Mr. Blackburn was represented by his attorney, Tom Fast. Mr. Fast proposed that Mr. Blackburn make a vow to clean up the property in question within 30 – 40 days and that Council issue him a license to operate his pawn shop and if he breaks his vow then Council can exercise its right to revoke the license. There was much discussion on the issuance of a license to Mr. Blackburn and the situation that currently exists on his property. ***Council member Oxley made a motion to accept Mr. Blackburn’s offer and renew the license and after 53 days (March 8, 2013) the City Manager will inspect the property and if there is any nonconformance, the license will be revoked. Council member Janney seconded the motion. Motion carried with Council members Atha and Ray voting no.***
4. **Consideration of Repeal of:752:01 – 03 Registration of Security System– *Council member Oxley made a motion to accept this as the 2nd reading and adoption of the repeal of article 752.01 -752.03. Council member Atha seconded the motion. Motion carried by all those in attendance.***
5. **Police Promotions –** The Civil Service Commission recommends the promotion of Sgt. Lee Kirk to the position of Lieutenant. ***Council member Atha made a motion, seconded by Council member Janney to promote Sgt. Kirk to Lieutenant. Motion carried by all those in attendance.***

**New Business**

The Mayor polled Council for new business and various items were discussed including the recycle bins, the railroad at Woodbridge, new store openings, street lights, patrols in the Harlem Heights area, and Paul Washington.

**City Manager**

1. **Appointment – Member of Council –** There is a vacancy in Ward I left by the appointment of Fred Dickinson as Mayor. The City Manager asked for names of people that were interested in the seat. Names given were Chris Flint, Melissa Wilshire, Anna Lou Holt, Mike Fox, Jimmy Ross, Gayle Koone. ***Council member Oxley made a motion to nominate Anna Lou Holt to fill the vacant position for Council. Council member Janney seconded the motion. Council member Ray nominated Mike Fox to fill the position. Council member Smallwood-Russell moved that nominations be closed. Council member Oxley seconded the motion.*** The Mayor called for a vote of those in favor of Anna Lou Holt. Council members Janney, Atha, Smallwood-Russell, and Oxley voted in the affirmative. The Mayor then called for a vote of those in favor of Mike Fox. Council member Ray voted in the affirmative. Anna Lou Holt received the majority vote and is appointed as the new Council member in Ward I.
2. **Budget Revision –** The City Treasurer presented a budget revision in the amount of $240,000. ***Council member Oxley made a motion, seconded by Council member Atha to approve the budget revision as presented. Motion carried by all those in attendance.***

The City Manager asked for a committee to work on some ideas for changing the council seating area to be more technology friendly. There is money included in the budget amendment for this. ***Council member Oxley made a motion to authorize the Mayor to appoint a committee. Council member Atha seconded the motion. Motion carried by all those in attendance.*** The Mayor appointed himself, Council member Atha, and the City Manager.

The City Manager also asked for a committee to select Christmas Decorations for next fiscal year. We can obtain a discount if we order them in February. Council members Ray and Janney volunteered for this committee.

1. **Grant** **Resolution – Electrical Upgrades for the Oak Leaf Festival –** We have received a grant application in the amount of $4,000 to be used for electrical upgrades in the city hall area to accommodate the Oak Leaf Festival. ***Council member Oxley made a motion to authorize the Mayor to sign any and all documents associated with this grant with the WV Development Office. Council member Smallwood-Russell seconded the motion. Motion carried by all those in attendance.***
2. **Article 371 Pedestrians (Crosswalks) –** Council member Oxley and the Police Chief have been researching and will study this further and make recommendations. ***Council member Oxley made a motion to table this item until next month. Council member Atha seconded the motion. Motion carried by those in attendance.***
3. **Resolution Authorizing an Application for Community Participation Grant Program (SALS) –** SALS has asked the City to sponsor a WV Development Office grant request in the amount of $36,700 to enable them to purchase a generator. ***Council member Oxley made a motion to authorize the Mayor to sign any and all documents associated with this grant with the WV Development Office. Council member Smallwood-Russell seconded the motion. Motion carried by all those in attendance.***

There being no further business appearing, the meeting adjourned.

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 City Clerk Mayor