CITY OF OAK HILL
M I N U T E S
City Council Meeting - January 2021
January 11, 2021 - 6:30 PM

The regular monthly meeting of the Oak Hill City Council was held in the Council Chambers of Oak Hill City Hall on Monday, January 11, 2021 at 6:30 p.m. and via Zoom due to the COVID 19 pandemic.

The Honorable Judge Thomas H. Ewing gave the oath of office to David Perry who was recently appointed as Council Member in Ward 1.

Call to Order

Mayor Danny Wright could not attend this meeting due to illness. In the absence of the Mayor, the Council members must appoint an acting Mayor from Council.

Motion - *Appoint Tom Oxley as acting Mayor.*
Motion carried 6-0.
Motion made by Council Member Janney, 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

The Acting Mayor called the meeting to order.

Roll Call

The City Clerk called the roll and the following were present:

PRESENT
Council Member (At Large) 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

ABSENT
Mayor Daniel Wright

Invocation

Reverend Greg Swisher gave the invocation.

Pledge of Allegiance
Council Member Jackson led the Pledge of Allegiance.

Reading and Approval of Minutes

Motion- ***Dismiss with the reading of and approve the minutes of December 14, 2020.***
Motion carried 6-0.
Motion made by Council Member Wilshire, Seconded by Council Member Janney.
Voting Yea: 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. This report includes the Vendor Checks Report and financial statements.***
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

Correspondence
None

Citizen Comments
The Acting Mayor reminded those wishing to speak that there will be a 3-minute time limit to each speaker.
John Horn spoke to Council concerning the building being put in on the property behind Domino's. He is concerned with the type of business that will be there. The purpose of the building, as listed on the building application, is a group home ran by the DHHR. He also believes the permitting process is flawed.
Jim Ayers also spoke to Council on the property behind Domino's.
John McGinnnis thanked Council on behalf of the Fire Department for the COVID pay adjustments and the raises given last month.

Council Comments and Department Reports
The Mayor asked for Council comments and the following items were discussed: the situation with John Horn and the group home, asking the city attorney to review our ordinance concerning the process of building permits, welcome signs, Main Street manholes, speed limit signs on Woods and Park, water pooling on Maple Ave., a “STOP Here on Red” sign at the Maple Ave/Main Street signal, Avian Addition street lighting, structure on Highland Ave., Martin Luther King holiday, scout cabin, James Ellis marker, stray cats, and Covid 19 vaccinations.

Mayoral Comments

The Mayor complimented the departments on their work during the snow that occurred on Christmas Day.

Unfinished Business

1. **Planning and Zoning Commission Recommendation to Rezone 1108 E. Main St. from R2 District to B2 District - 2nd Reading**

   Motion - ***Accept this as the 2nd reading and adoption of the rezoning of 1108 E. Main St. from R2 district to B2 district.***

   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

2. **Consideration and Adoption of a Resolution for the City to Demolish the Structure at 11 Rocklick School Rd., Map 59J, Parcel 14, Owned by Randy Crawford**

   Motion - ***Adopt a resolution for the City to demolish the structure at 11 Rocklick Road, owned by Randy Crawford.***

   Motion carried 6-0.

   Motion made by Council Member Wilshire, 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

3. **Consideration and Adoption of a Resolution for the City to Demolish the Structure at East Main St. (Exxon Gas Station & Car Wash), Map 18, Parcels 459 & 462, Owned by C&E Investment, Inc.**

   Motion - ***Adopt a resolution for the City to demolish the structure at East Main Street (Exxon Gas station and Car Wash), owned by C&E Investments, Inc.***

   Motion carried 6-0.

   Motion made by Council Member Perry, 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
   The City Manager reminded Council that this does not include the gas tanks, the gas structures, or the canopy.

4. **Consideration and Adoption of a Resolution for the City to Demolish the Structure at 1013 1/2 Summerlee Ave., Map 24, Parcel 206.01, Owned by Steven L. Grunenberg**

   The City Manager informed Council that Mr. Grunenberg has received a demolition permit for this structure and he recommends tabling action on this issue.

   Motion - ***Table action on this matter.***

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

New Business

5. **Review and Compare Oak Hill Municipal Code (OHMC) 10.12.010 All-Terrain Vehicles to WV Code 17F**

Some members of Council attended a virtual workshop concerning ATV use and the possibility of the Rimfire Trail coming through Oak Hill. The City Manager provided copies of ordinances from other cities that have adopted ATV laws.

Motion - ***Task the City Manager to work with GIS Coordinator, Tyler Bragg, to develop a proposed draft in permitting ATVs on City streets, defining allowed streets and times.***
Motion carried 6-0
Motion made by Council Member Perry, 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
The City Manager reported that he could develop a general draft by next month but it will take longer to have a detailed ordinance.

6. **Oak Hill Sanitary Board and Oak Hill Police Civil Service Commission COVID - 19 Adjustment and Raise**

The Sanitary Board and Police Civil Service Commission did not receive a Covid 19 adjustment along with other employees. The City Manager suggested giving the Civil Service Commission a $200 adjustment and a $200 annual raise. He also suggested giving the Sanitary Board a $200 adjustment and a raise of $50 per month. (This will not apply to the City Manager who is Chair of the Sanitary Board).

Motion - ***Give the Civil Service Commission a $200 adjustment and a $200 annual raise.***
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
Motion - ***Give the Sanitary Board a $200 adjustment and a raise of $50 per month.***
Motion carried 6-0
Motion made by Council Member Wilshire, Seconded by Council Member Janney.
Voting Yea: Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

7. **Clarification of Retroactive Increase in Call-out Pay for the Fire Chief and Asst. Fire Chief**

The Treasurer did not give the Fire Chief and Assistant Fire Chief the Covid adjustment of $2 per hour per call for firemen, retroactive to March 1, 2020, because they both received an adjustment through the City. The Fire Chief asked for clarification on not receiving this adjustment in the amount of $560.

There was a lengthy discussion on this matter between Council and administration.
Motion - ***Pay the Fire Chief and Assistant Fire Chief the Covid adjustment in the amount of $2 per hour per call retroactive to March 1, 2020 in the amount of $560 each.***
Motion carried 4-2.
Motion made by Council Member Perry, Seconded by Council Member Smallwood, Jr.
Voting Yea: Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson
Voting Nay: Council Member Janney, Council Member Wilshire

8. Economic Development of the City of Oak Hill

Motion - ***Form a committee of the Mayor, City Manager, Treasurer, and two (2) councilmembers for the purpose of drafting a job description and a salary for the purpose of hiring an economic development coordinator/grant writer to be under the supervision of the City Manager.***
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

9. Crime Prevention of Law Enforcement Within the City of Oak Hill

Motion - ***Enter into executive session pursuant to WV Code 6-9A-4(b)(7) to plan or consider an official investigation or matter relating to crime prevention or law enforcement. There will be no votes taken in this session and the Chief of Police and the City Manager are invited into the session.***
Motion carried 6-0.
Motion made by Council Member Perry, Seconded by Council Member Janney.
Voting Yea: Council Member Janney, Council Member Wilshire, Council Member Perry, Council Member Smallwood, Jr., Council Member Hayslette, Council Member Jackson

Upon return from executive session, the Mayor announced the reason for the meeting was to plan or consider an official investigation or matter relating to crime prevention or law enforcement**.** No action was taken in the executive session.
Motion - ***Return into regular session.***
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

10. Mid-Year Budget Revision

The City Treasurer presented a budget revision in the amount of $538,000.
Motion - ***Approve the budget revision as presented by the treasurer.***
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

11. Discussion of the Labor Day/Oak Leaf Festival Parade

Councilor Perry has been approached by Nancy Elkins who indicated that she would like to take over the parade in conjunction with the Oak Hill Alumni Association. However, the Alumni Association has not endorsed this request.

Motion - ***Table this item.***

Motion carried 6-0

Motion made by Council Member Perry, 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

Adjournment

Motion - *Adjourn the meeting.*

Motion carried 6-0

Motion made by Council Member Janney, 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

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Daniel E. Wright, Mayor Damita Johnson, Clerk