City Council Special Meeting

February 20, 2023 - 5:30 PM

The Special meeting of the Oak Hill City Council was held on February 20, 2023, in the Council Chambers at Oak Hill City Hall at 5:30 p.m. Due to the mayor's absence, the city manager temporarily called the meeting to order for the council to appoint an acting mayor for the meeting. The motion was made by Councilmember Perry and seconded to appoint Councilmember Hayslette as acting mayor. The motion was carried unanimously by those in attendance.

Acting Mayor Hayslette brought the meeting to order at approximately 5:35 p.m., and the city clerk called the roll. A quorum was present.

PRESENT

Ward 1 Councilmembers
- Diana Janney
- Christa Hodges
- David Perry

Ward 2 Councilmembers
- Ronald Stephen Hayslette
- Charles Smallwood, Jr.
- Benitez Jackson

ALSO PRESENT

Attorney Cam Siegrist (via Zoom)

ABSENT

Mayor Daniel E. Wright
Council-at-Large Tom Oxley

The invocation was offered by Fire Chief Richardson and everyone in attendance recited the Pledge of Allegiance.

Purpose of Special Meeting

Consideration to Adopt an Ordinance authorizing the financing of additional costs of certain additions, betterments, and improvements to the sewage system of the City of Oak Hill.

Business

1. **Consideration on First Reading and Action Upon an Ordinance Entitled:**

ORDINANCE AUTHORIZING THE FINANCING OF ADDITIONAL COSTS OF CERTAIN ADDITIONS, BETTERMENTS, AND IMPROVEMENTS TO THE SEWERAGE SYSTEM OF THE CITY OF OAK HILL THROUGH THE ACCEPTANCE BY THE CITY OF FUNDING ASSISTANCE IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $500,000 THROUGH THE WEST VIRGINIA CLEAN WATER SRF PROGRAM; AUTHORIZING EXECUTION AND DELIVERY OF ALL DOCUMENTS RELATING TO ACCEPTANCE OF SUCH FUNDING ASSISTANCE; AND PROVIDING FOR THE APPROVAL OF THE FUNDING ASSISTANCE AGREEMENT RELATING TO SUCH FUNDING ASSISTANCE.

Motion – ***Approve this as the first reading of the ordinance authorizing the financing of additional costs of certain additions, betterments, and improvements to the sewerage system of the City of Oak Hill through the acceptance by the City of Funding Assistance in an aggregate principal amount not to exceed $500,000 through the West Virginia Clean Water SRF Program; Authorizing execution and delivery of all documents relating to acceptance of such funding assistance; and providing for the approval of the funding assistance agreement relating to such funding assistance.***

Motion made by Councilmember Perry. Seconded by Councilmember Jackson.
Discussion: The Council had a brief consultation with Attorney Seagrist on the financing of the costs of additions and improvements to the sewer system and the city entering into a funding assistance agreement with West Virginia Development Authority and the West Virginia Department of Environmental Protection.
The motion carried unanimously 5-0.

2. Review of the Economic Development Committee's Tax Incentive Plan to Give B&O Tax Credits to New and Existing Businesses – 2nd Reading

The Council reviewed the Economic Development Committee's Tax Incentive Plan for new and existing businesses. The city manager explained the incentive plan will expire on June 30, 2026, and participants must complete an application and provide proof of the improvements.

Motion – ***Accept the recommendation as the second reading and adoption as provided by the Economic Development Committee with an inclusion of the word "existing".***

The Incentive Plan will read: "Any **existing** business making $10,000 or more in exterior improvements to a building (i.e. windows, doors, awnings, roofs, painting, or any other improvement in conjunction with our building design guidelines) will receive a 50% discount on business and occupation tax on the revenues derived from the building improved. This discount is not to exceed the tax amount based on actual revenues of the business up to $10,000 per quarter. This tax incentive will last for one year after the completion of the improvements. An application shall be completed by the business making the improvements, along with proof of the improvements (i.e. building permit, pictures, list of materials). This incentive will expire on June 30, 2026, and all applications for the tax reduction must be completed by that date.

Any new business locating in Oak Hill will receive a 50% business and occupation tax discount not to exceed the tax amount based on actual revenues of the business up to $100,000 per quarter. This incentive will last for one year from the opening of the business in Oak Hill.

Motion made by Councilmember Perry. Seconded by Councilmember Janney.
No Discussion.
The motion carried unanimously 5-0.

3. Clarification of Zoning Correction to the Property in the Plateau District Described as Surface of 208/1000 Acres on Waters of Meadow Fork., Map 30A, Parcel 1 into the Boundary of the City of Oak Hill.

In order to resolve a zoning correction, the council revisited its decision to annex Parcel 1 into the corporate limits of the city. The previous minutes were provided to the Council for their review. Although the council had discussed the parcel being brought into the city boundary as Industrial, it was not addressed in the motion. The city manager requested clarification of the Council's intent.

Motion – *Clarify Council's intent was to annex the property into the boundary of the city zoned as Industrial for placement of a billboard sign.*

Motion made by Councilmember Perry. Seconded by Councilmember Jackson.
Discussion: The council had a short discussion on the placement of the billboard sign.
The motion carried unanimously 5-0.

Announcement

There will be a City of Oak Hill Budget Workshop following the Special Meeting.

Adjournment

There was no further business. The meeting was adjourned at approximately 5:55 p.m.

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Ronda Falk, City Clerk Steve Hayslette, Acting Mayor