CITY OF OAK HILL
MINUTES

City Council Meeting – August 8, 2022

The regular monthly meeting of the Oak Hill City Council was held on August 8, 2022, in the Council Chambers at Oak Hill City Hall at 5:30 p.m.

Call to Order
Mayor Wright called the meeting to order at approximately 5:30 p.m.

Roll Call
The Interim City Clerk Ronda Falk called the roll.

PRESENT
Mayor Daniel Wright
Council-at-Large Thomas Oxley
Ward 1 Councilmembers
- Diana Janney
- David Perry (Via Zoom)
- Christa Hodges

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

Invocation
The invocation was led by Pastor Ronnie Richards, Minden Missionary Baptist Church.

Pledge of Allegiance
Councilmember Hodges led the Pledge of Allegiance.

Reading and Approval of Minutes
Motion- ***Dismiss with the reading of and approve the minutes of July 8 and July 28, 2022.***
Motion made by Councilmember Perry, Seconded by Councilmember Janney.
Motion carried 7-0.

Treasurer's Report
Motion- ***Approve the Treasurer's Report as presented.***
Motion made by Councilmember Perry, Seconded by Councilmember Smallwood, Jr.
Motion carried 7-0.

Correspondence
No correspondence was received.

Citizens' Comments

Jessica Anderson who is proud to call Oak Hill her home expressed her warm and sincere appreciation to the city for authorizing the Bears and Brews Festival event on August 6, 2022. She read a letter written by ***Sergeant First Class Lindsay Etherton***. The sergeant articulated how this event provided her an opportunity to reconnect with others. She was honored to receive this outpouring of support and acknowledged how this advocacy has a huge impact on the police, fire, and military.
Edna Kincaid communicated her support in moving the current City Hall to the BB&T building.
James Ayres intended to comment on the council's decision to move City Hall to the BB&T building. He was unaware the Bond Ordinance was not on the current agenda; he decided to postpone his comments until the appropriate meeting.
Punishers Law Enforcement Motor Cycle Club President Harley Volksen thanked the council members for giving the group an opportunity to encourage others to visit our community. The forecast of rain generated some vendor cancellations. Nevertheless, the festival was well received with an overwhelmingly positive response.

A Minute from the Minutes

The mayor read an excerpt from the minutes of April 4, 1904.

Unfinished Business

1. Progress Report on RimFire Trail

The Presentation of the RimFire Trail progress report was postponed until the council's next regular meeting scheduled for September 12, 2022.

2. Bid Opening for Demolition of the Following Residential Structures

A. Harris St., Off-Broadway Ave., Map 7, Parcel 240, Owned by Andrew Thomas
B. 105 Rocklick Rd., Map 59J, Parcel 33, Owned by Brooke Armentrout

Item A. The city manager received two bids for the demolition of the structure on Harris St. The sealed bids were opened and all required documents were in order. Empire Salvage & Recycling, Inc. proposed a bid in the amount of $6,000.00. Reclaim Company LLC proposed a bid in the amount of $10,550.00.

Motion – Accept the bid from Empire Salvage & Recycling, Inc. in the amount of $6000.00.

Motion made by Councilmember Perry, Seconded by Councilmember Jackson.

Motion carried 7-0.

Item B. The city manager received two bids for the demolition of the structure on 105 Rocklick Rd. The sealed bids were opened and all required documents were in order. Empire Salvage & Recycling, Inc. proposed a bid in the amount of $10,000.00. Reclaim Company LLC proposed a bid in the amount of $19,980.00.

Motion – Accept the bid from Empire Salvage & Recycling, Inc. in the amount of $10,000.00.

Motion made by Councilmember Perry, Seconded by Councilmember Hodges.

Motion carried 7-0.

3. Bid Opening for the Purchase of the Following:

A. 2022 Dump Truck Defined by Specifications
B. Tilt Rotator Attachment for a Kubota KX80 Excavator

Item A. The city manager received one bid for the City of Oak Hill to purchase a 2022 Dump Truck from White Side of St. Clairsville in the amount of $96,519.00.
Motion – Accept the bid from White Side of St. Clairsville, Inc. in the amount of $96,519.00 contingent on fulfilling the requirements defined by specifications.
Motion made by Councilmember Oxley, Seconded by Councilmember Janney.
Motion carried 7-0.

Item B. The city manager received one sealed bid for a Tilt Rotator Attachment from State Equipment, Inc. in the amount of $35,525.00.
Motion – Accept the bid from State Equipment, Inc. in the amount of $35,525.00.
Motion made by Councilmember Perry, Seconded by Councilmember Smallwood, Jr.
Motion carried 7-0.

4. Consideration of Planning Commission Recommendation to Rezone 4.45 Acres at 178 Old Fayetteville Rd. From General Business B-2 District to Recreational Business B-R District to Allow the Operation of a RV Trailer Park for 30 to 35 Units – 2nd Reading

Motion – Accept this as the 2nd reading and adoption to rezone the 4.45 Acres at 178 Old Fayetteville Rd. From General Business B-2 District to Recreational Business B-R District.
Motion made by Councilmember Perry, Seconded by Councilmember Smallwood, Jr.
Motion carried 7-0.

5. Recommendation to Amend Oak Hill Municipal Code (OHMC) 11.18 West Virginia State Building Code – 2nd Reading

Motion – Accept this as the 2nd reading and adoption to amend Oak Hill Municipal Code 11.18 West Virginia State Building Code.
Motion made by Councilmember Perry, Seconded by Councilmember Janney.
Motion carried 7-0.

6. Consideration to Accept Blue Horizon Media, LLC's Proposal to Act as a Liaison Between the City of Oak Hill and Suddenlink to Create a Government Access Channel

Motion – Table the proposal indefinitely.
Motion made by Councilmember Perry, Seconded by Councilmember Smallwood Jr.
Councilmember Perry requested a roll call vote.
Motion failed 4-3 for lack of votes.
Voting Yea: Councilmember Perry, Councilmember Hayslette, Councilmember

Smallwood, Jr.
Voting Nay: Councilmember Oxley, Councilmember Janney, Councilmember Hodges, Councilmember Jackson

Motion – Accept Blue Horizon Media, LLC's Proposal to act as a liaison between the City of Oak Hill and Suddenlink to create a Government Access Channel at no cost.
Motion made by Councilmember Oxley, Seconded by Councilmember Janney.
Discussion: The council members requested Blue Horizon Media, LLC's Co-owner Darrin McGuffin to explain what the proposal entails. He encouraged the members to research public educational governmental access channels. A long discussion ensued regarding Blue Horizon Media, LLC's role as a liaison between the city and Suddenlink.
Mayor Wright requested a roll call vote.
Motion Carried: 6-1. (Action taken after amended Motion carried)
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson
Voting Nay: Councilmember Perry

Amended Motion – Enter into a review process and request Blue Horizon Media, LLC submit an agreement to our city attorney giving him ample time to review the agreement and return to council with a recommendation before any final action is taken.
Motion made by Councilmember Oxley, Seconded by Councilmember Janney.
Mayor Wright requested a roll call vote.
Motion carried 6-1.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson
Voting Nay: Councilmember Perry

7. Consideration to Review Written Proposals to Broadcast City Council Meetings and Events

Motion – Table the consideration to review written proposals to broadcast the City Council meetings and events.
Motion made by Councilmember Perry, Seconded by Councilmember Jackson.
Mayor Wright requested a roll call vote.
Motion carried 7-0.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Hodges, Councilmember Perry, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

8. Consideration to Approve Engineering Agreement with Chapman Technical Group as Consultant for Developing Building Design Guidelines in the B-1 Zone on Main St.

The city manager reported Council approved the selection of Chapman Technical Group to develop Building Design Guidelines on May 9, 2022. The firm has submitted an engineering

agreement in the amount of $49,500.

Motion – Accept the engineering agreement from Chapman Technical Group
Motion made by Councilmember Perry, Seconded by Councilmember Hodges.
Motion carried 7-0.

Councilmember Janney requested a five-minute recess. After the short break, the mayor called the meeting to order at approximately 7 p.m.

New Business

9. Consideration to Approve the Transition Team's Recommendation to Consult with an Architectural Engineer on the Design and Construction of the New City Hall

As a member of the Transition team, Councilmember Hayslette requested Council consider receiving an estimate from a general contractor for repairs, rather than having an architectural engineer prepare a design. He recommended the city petition Fayette Institute of Technology's Engineering Class to present a floor plan for the BB&T building as a class project.

Motion – The city manager contact a general contractor to give us a recommendation on the construction needs for the bank.
Motion made by Councilmember Hayslette, Seconded by Councilmember Smallwood, Jr.
Councilmember Perry requested a roll call vote.
Motion carried 4-3.
Voting Yea: Councilmember Perry, Councilmember Hayslette, Councilmember Smallwood, Jr., Councilmember Jackson
Voting Nay: Councilmember Oxley, Councilmember Janney, Councilmember Hodges

10. Consideration to Incorporate 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 – 1st Reading

The city manager received an application from Treetop Property Development, LLC to annex Parcel 1 into the corporate limits of the city with the intent to place a billboard on the property. Council discussed the conundrum with the annexation. The surrounding property is currently zoned as residential and will need to be rezoned as industrial in order for the city to comply with its ordinances for billboards. The State will have the authority to approve or deny the billboard placement.

Motion - Table until Treetop Property Development, LLC owners and/or their Attorney Erwin Conrad appear before council to answer additional questions.
Motion made by Councilmember Perry, Seconded by Councilmember Oxley.
Motion carried 7-0.

11. John Pino Easement Update (no action)

Councilmember Perry updated the council on his discussion with Mr. Pino relating to dredging the creek on his Oyler Ave. property. Mr. Pino is in agreement to dredge the creek with the following provisions:

A. Dredging will be no wider than six feet
B. The present channel be maintained and not straightened.
C. The property be hydro-seeded.
D. The depth is to be no deeper than what goes under the road on Oyler Ave.

Councilmember Perry suggested the council consent to have the city manager and Attorney William File draft an easement clarifying the requested specifications. No action was taken. The council further discussed the decision-making process for other residents who may request creek dredging on their property, the city's flooding issues, and the increase in water flow.

12. Airbnb Ordinance Review/Update

Council reviewed Oak Hill Municipal Code 15.38.240 Bed and Breakfast Inns, Short-Term Lodging, and Vacation Rentals. Councilmember Perry disclosed he had received numerous complaints from citizens concerning Airbnbs. He proposed the city manager and the Planning Commission review the current ordinance and consider increasing license fees, noise control, off-street parking, and conceivably restricting Airbnbs in Resident Districts R-1.
He requested that surrounding property owners be notified by certified mail informing them of the date and time when the Board of Zoning Appeals will consider the Airbnbs request for a permit; this will give individuals an opportunity to protest. He revealed the city is experiencing a housing shortage due to an increase in Airbnbs; properties are being sold above appraised value and generating higher taxes.

13. Minden Parks

Councilmember Hayslette spoke in favor of moving forward with the development of parks in Minden. He identified the area known as Percy's Park located on Old Minden Rd. Berwind Land Company and ACE Adventure Resort own the adjoining properties surrounding the park.
Councilmembers Perry and Hayslette are coordinating a meeting with the owners of ACE; they intend to negotiate the property located near the Community Center as a possible location for another park.
Motion - Send a letter to Berwind Land Company and ACE Adventure Resort requesting to consider selling or gifting the property around Percy's Park to the city for the development of the park.
Motion made by Councilmember Hayslette, Seconded by Councilmember Oxley.
Motion carried 7-0

14. Spirit of Oak Hill Award Committee Progress Review

Councilmember Hodges, a member of the Spirit of Oak Hill Award Committee presented a nomination form with criteria for Council to review. This form will be used by individuals submitting names of nominees or organizations they believe are qualified to win the Spirit Award. Council discussed involving the media and posting the information on the website to encourage participation. The winner of the Fall 2022 award submissions will be announced at the regular council meeting on October 10, 2022; the winner of the Spring 2023 award submissions will be announced at the regular council meeting in April 2023.

Committee and Department Reports

Beautification Committee Report
Beautification Committee member Kevin Willis addressed Council on the progress of a Welcome sign that will be placed near the Pea Ridge exit. They are presently negotiating for a second location near Appalachian Drive to place another identical welcome sign.
Willis announced a new metal tree project for the municipal parking lot; they hope to attract visitors and encourage greater use of parking in the lot.

Police Reports
Police Chief Whisman was complimented for moving ahead on the walking trail and more patrols being conducted.

Fire Dept. Report
The report was received with no questions.

Economic Development Coordinator Report
Economic Development Coordinator Erin Reid answered questions concerning Press Releases, creating an Economic Development Committee, Heads Up Community App, a promotional video for the city, and an update on a request for Papa John Pizza to establish a business location in Oak Hill.

Code Enforcement Report
The report was received with no questions.

City Manager Report
Council inquired about the progress on the property located at 137 Broadway Ave., meeting with The Thrasher Group relating to the park, and the dates of the Building Commission meetings.

Street Dept. Report
David Kirk updated the council on the progress on the Trump Ave. water problem.

Council and Mayor Comments (with possible actions)

The following items were discussed:
Sending a letter to William C. Hannabass congratulating him on receiving a Lifetime Achievement Award at the Municipal League Conference, the need for digital signage that provides information and promotes events, appreciation for the Bears and Brews Festival, the city manager and street department's quick

response to flooding in Minden, and the city has received the James Ellis Marker and it has determined where the marker will be placed.

Announcements

1. The Oak Leaf Festival is scheduled for Sept 1-4, 2022.
2. The next regular council meeting is scheduled for September 12, 2022.

Future Agenda Items

1. Funding for future Beautification Committee projects
2. Naming Economic Development Committee
3. Message Board for information and upcoming events
4. Ordinance Review for Air B&B's

There was no further business. The meeting was adjourned at approximately 8:30 p.m.

Ronda Falk, Interim City Clerk

Daniel E. Wright, Mayor