CITY OF OAK HILL
M I N U T E S
City Council Meeting - Jan 2022
January 10, 2022 - 6:30 PM

The regular monthly meeting of the Oak Hill City Council was held on January 10, 2022, in the Council Chambers of Oak Hill City Hall at 6:30 p.m.

Call to Order
The Mayor called the meeting to order.

Roll Call
The City Clerk called the roll with the following being in attendance:
PRESENT
Mayor Daniel Wright
Councilmember Thomas Oxley
Councilmember Diana Janney
Councilmember David Perry
Councilmember Christa Hodges
Councilmember Charles Smallwood, Jr.
Councilmember Ronald Stephen Hayslette
Councilmember Benitez Jackson

Invocation led by Pastor Nancy Martin, First Presbyterian Church of Oak Hill

Pledge of Allegiance led by Councilmember Janney
Councilmember Perry asked for Council consent to move council comments and department reports to the end of the agenda.

Minutes
Motion – ***Dispense with the reading of and approve the minutes of the council meetings held on December 13. 2021.***
Motion carried 7 - 0
Motion made by Councilmember Perry, Seconded by Councilmember Janney.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

Treasurer's Report
Motion - ***Approve the treasurer's report as presented.***
Motion carried 7- 0.
Motion made by Councilmember Janney, Seconded by Councilmember Oxley.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

Correspondence
None

Citizens Comments
Kevin Willis read a letter overviewing the problems within Destination Downtown. He asked for the letter to be a part of the minutes.
Motion - ***Attach Mr. Willis' letter to the minutes.***
Motion carried 7 - 0.
Motion made by Councilmember Oxley, Seconded by Councilmember Jackson.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson
Vernon Miller asked to have an alley abandoned on Mission Avenue. The City Manager will meet with him to discuss the procedures.
Jeanine Robinson, with Destination Downtown, gave Council financial statements for three years. She also discussed the plans for upcoming events and projects.

Mayoral Comments
None

A Minute from the Minutes
The Mayor read an excerpt from the minutes of August 16, 1938 and February 5, 1940.

Unfinished Business

1. **Consideration to Amend Oak Hill Municipal Code (OHMC) 2.02.010 Meetings: Procedures - 2nd Reading**
   Motion - ***Accept this as the 2nd reading and adoption to amend OHMC 2.02.010 to begin council meetings at 5:30 p.m.***
   Motion carried 7 - 0.
   Motion made by Councilmember Oxley, Seconded by Councilmember Janney.
   Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

2. **Consideration to Adopt a Resolution to Lay Assessment Liens on the Following Properties**
   A. 1016 Summerlee Ave., Map 16, Parcel 50, Owned by Arthur J. Adkins
   B. Old Minden Rd., Map 33, Parcel 127, Owned by Frederick Riggins & King Moses Riggins
   Motion - ***Adopt a resolution to lay assessment liens on the properties at:***
   A. 1016 Summerlee Ave. owned by Arthur J. Adkins
   B. Old Minden Rd., owned by Frederick Riggins & King Moses Riggins
   Motion carried 7 - 0
   Motion made by Councilmember Perry, Seconded by Councilmember Oxley.
   Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry,

Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

3. Bid Opening for Demolition of Residential Structure Located at 312 Main St., Map 32, Parcel 499, Owned by Joy Lynn Farrish

Two bids were received for the demolition of this property as follows:
League Builders and Consultants - $6,600.00
Empire Salvage - $13,000.00
Motion - ***Award the bid to League Builders for the demolition of the structure located at 312 Main St., owned by Joy Lynn Farrish, contingent upon review of the bids by the City Manager.***
Motion carried 7 - 0.
Motion made by Councilmember Perry, Seconded by Councilmember Oxley.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

4. Examination of Demolition Report for 1119 Minden Rd., Map 27, Parcel 18, Owned by ACE Adventure

The City Manager presented the demolition report for the property at 1119 Minden Road, owned by Ace Adventure. He showed before and after pictures of the property.
Motion - ***Accept the demolition report report for the property at 1119 Minden Road, owned by Ace Adventure.***
Motion carried 7 - 0.
Motion made by Councilmember Janney, Seconded by Councilmember Smallwood, Jr..
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

5. Economic Development Coordinator

The City Manager introduced Erin Ellis-Reid as the new Economic Development Coordinator. She discussed her plans for the position and for the city. She opened for questions from Council. Councilmember Perry asked her several questions.

New Business

6. Appointment of Selection Committee for an Engineering Consultant Firm for the Purpose of Professional Services for a Virginia Street Sidewalk Project and Authorization to Advertise for Proposals

This agenda item was considered with items 11 and 12.
Council member Oxley left the room during this discussion and did not participate in discussion or voting.

The City Manager recommended appointing himself and the Mayor to all committees and adding David Kirk to the sidewalk project; Tim Richardson, Fire Chief, to the fire department addition; and Tyler Bragg to the city park project.
Councilmember Perry stated that he would like to be appointed to all the committees and cited his experience with various building projects.
Motion - ***Appoint the Mayor, the City Manager, and Councilmember Perry as the selection committee for an engineering consultant firm for the purpose of professional services for a Virginia Street sidewalk project, the addition to the fire department, and city park project. Also add the additional members to each committee as recommended by the City Manager and authorize the advertisement for proposals.***
Motion carried 5 - 0.
Motion made by Councilmember Perry, Seconded by Councilmember Smallwood, Jr..
Voting Yea: Councilmember Janney, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson. Councilmembers Oxley and Perry abstained from the vote.

7. City of Oak Hill-Minden Mitigation Project

Jonathan Carpenter with the Thrasher Group gave a recap of the project and reported that the city has received a $4.3 million grant for this mitigation.
The Mayor and Council asked Mr. Carpenter several questions.
Motion - ***Accept the project report as presented.***
Motion carried 7 - 0.
Motion made by Councilmember Perry, Seconded by Councilmember Janney.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

8. Consideration to Establish a Noninterest-bearing Checking Account (with no fees, two signatures, and online access for Region 4 Planning and Development Council) for the Community Development Block Grant Mitigation Program (CDBG-MIT)

Motion - ***Authorize the establishment of a noninterest-bearing checking account* (*with no fees, two signatures, and online access for Region 4 Planning and Development Council) for the Community Development Block Grant Mitigation Program (CDBG-MIT).***
Motion carried 7 - 0.
Motion made by Councilmember Perry, Seconded by Councilmember Oxley.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

9. City Manager and Department Head Reporting

Motion - ***Department head reports are to be given 5 days before the council meeting for councilmembers to review, and the reports will not be given audibly.***
Motion carried 7 - 0.

Motion made by Councilmember Oxley, Seconded by Councilmember Jackson.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

10. **Establish a Spirit of Oak Hill Award and Selection of an Award Committee**
Motion - ***Establish the Spirit of Oak Hill Award with committee selection to be determined by the Mayor and a report of the details of how recipients will be chosen will be given in February. There should be a male and female chosen each time and award is given.***
Motion carried 7 - 0.
Motion made by Councilmember Perry, Seconded by Councilmember Oxley.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

11. **Appointment of Selection Committee for an Engineering Consultant Firm for the Purpose of Professional Services for a Fire Department Addition and Authorization to Advertise for Proposals**
This item was considered with #6.

12. **Appointment of Selection Committee for an Engineering Consultant Firm for the Purpose of Professional Services for a City Park and Authorization to Advertise for Proposals**
This item was considered with #6.

13. **Consideration to Amend Oak Hill Municipal Code (OHMC) 10.08.010 C Prohibited Stopping, Standing or Parking Places**
The City Manager reported that he and the Police Chief have extensively researched the problem of parking on the sidewalks. The City Code and the State Code are the same on this issue and both allow parking on the sidewalks in certain circumstances. No change is needed in our code to solve the problem of a truck parking on the sidewalk to unload a delivery if it allows them not to interfere with the flow of traffic.
Motion - ***Accept recommendation of City Manager and Police Chief. No change is needed.***
Motion carried 7 - 0.
Motion made by Councilmember Perry, Seconded by Councilmember Jackson.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

14. **Lecture Series for Black History Month and Approval of $1,200 Budget**
Motion - ***Approve a $1,200 budget for the Black History Month lecture series.***
Motion carried 7 - 0.
Motion made by Councilmember Oxley, Seconded by Councilmember Hodges.

Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

15. Resignation of Sanitary Board Member

Erin Ellis-Reid has submitted her resignation from the Oak Hill Sanitary Board due to her being hired as the city's Economic Development Coordinator.

The Sanitary Board will make a recommendation to Council for someone to fill Erin's unexpired term.

Motion - ***Accept the resignation of Erin Ellis-Reid as a member of the Sanitary and approve the recommendation of whoever the Sanitary Board appoints.***

Motion carried 7 - 0.

Motion made by Councilmember Perry, Seconded by Councilmember Smallwood, Jr..

Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr.

16. Consideration to Approve Notice to Bidders Advertisement for Demolition of Scout Cabin

A group of private citizens had an assessment completed by Mike Gioli on the cost of restoring the scout cabin. The cost would be approximately $280,000.00

Motion - ***Approve the "Notice to Bidders" advertisement for demolition of the scout cabin.***

Motion carried 7 - 0.

Motion made by Councilmember Perry, Seconded by Councilmember Oxley.

Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

17. New City Hall vs New Construction

Council held discussion on whether to purchase the former BB&T building or build a new city hall.

Council member Oxley asked the administration their opinion. The City Manager stated several reasons that it would be beneficial to remain in the current building and make upgrades. More discussion ensued.

An architect/contractor has already visited the bank in December and is working on a plan for necessary city offices and the overall costs for necessary renovations.

Motion - ***The City of Oak Hill enter negotiations with the owners of the BB&T bank building so as to ascertain an agreeable sale price for the possible future city hall. Furthermore, the negotiating team shall consist of the city's building commission and the Mayor and City Manager. Once a price is determined, the committee will report back to the City Council. If Council approves the proposed price, then the building commission or any other required entities shall commence with the sale of bonds to complete the purchase.***

Motion carried 4 - 3.

A roll call vote was taken.
Motion made by Councilmember Perry, Seconded by Councilmember Smallwood, Jr..
Voting Yea: Councilmember Perry, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson
Voting Nay: Councilmember Oxley, Councilmember Janney, Councilmember Hodges

18. Agreed Order Pertaining to an Injunction Filed by Can Tho, LLC Concerning the Demolition Ordered by Oak Hill City Council

The attorney for Can Tho LLC prepared an agreed order to an injunction filed concerning the demolition previously ordered by council. Our City Attorney and City Manager have reviewed the order and recommend accepting it.
Motion - ***Accept the recommendation of the City Attorney and City Manager concerning the agreed order.***
Motion made by Councilmember Perry, Seconded by Councilmember Oxley.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson

Council Comments and Department Reports with possible action
Motion - ***Accept the written reports of the department heads and allow council to ask questions as necessary.***
Motion carried 7 - 0.
Motion made by Councilmember Perry, Seconded by Councilmember Jackson.
Voting Yea: Councilmember Oxley, Councilmember Janney, Councilmember Perry, Councilmember Hodges, Councilmember Smallwood, Jr., Councilmember Hayslette, Councilmember Jackson
The Mayor called for Council comments and the following items were discussed:
WV Municipal League mid-winter conference, property liens, CARES Act funds, demolition of properties, James Ellis marker, water at the old car wash, recycle bins, old State Farm building, sewer billing collections, two council meetings a month, Christmas decorations, Destination Downtown situation, car wash, street lights.

19. Future Agenda Items

Consideration of semi-monthly council meetings will be on February's agenda.

Adjournment
There being no further business appearing before the Council, the meeting adjourned.

_____ _____
Daniel E. Wright, Mayor Damita Johnson, City Clerk