

Minutes for the Town of Sutton's Regular Meeting

Date & Time: 6:00 pm November 13, 2025

Location: 450 4th Street, Sutton WV 26601 at Town Hall, Community Building

Presiding Officer: Carolyn Hoover, Town of Sutton Mayor

Submitted by: Debbie Pierson, Town of Sutton Recorder

1. Call to Order **Start Time:** 6:00 pm (Recorded Position 00:00:01)

- The meeting was opened by Mayor Carolyn Hoover
- Pledge of Allegiance by all attendees
- Opening Prayer by _____ Darrell Pierson

2. Roll Call	Present	Absent	Present	Absent
Mayor - Carolyn Hoover	X	_____	Recorder - Debbie Pierson	X
Jonathan Crum	X	_____	Darrell Pierson	X
Thomas Gates	X	_____	Pamela (Shelly) Sutphin	_____
Victor Shingler	X	_____		X

3. Special Guests:

Council Member Jonathan Crum: I motion that we add special guests to the agenda following the roll call.

Council Member Thomas Gates: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No' The Ayes have it. Motion carried.

- a. Region 7 - Storm Sewer Project - Kenneth Kinder and/or Lisa A. Karickhoff-

Council Member Thomas Gates: I motion to approve the invoice for the Storm Sewer Project.

Council Member Jonathan Crum: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No' The Ayes have it. Motion carried.

- b. Petition - Pedophile's Parental Rights

Council Member Darrell Pierson: I motion the town supports the resolution to back the bill to remove parental rights for convicted pedophiles.

Council Member Jonathan Crum: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No' The Ayes have it. Motion carried.

4. Approval of the Minutes

- a. October 9, 2025

The council discussed the wording of the council's previous decision to approve Region 7's seeking permission to moving forward with phase 3 of the Storm Sewer Project.

Councilman Darrell Pierson: I make a motion that we take it just the way it is written

Recorder Debbie Pierson: I second the motion.

All in favor say 'Aye' 3 Those opposed - 1 'No' The Ayes have it. Motion carried.

Recorder Debbie Pierson: I motion that we table any item that Mr. Crum suggested to add to the agenda, but he was not able to be present to address his concern in the October 9, 2025 minutes .

Council Member Thomas Gates: I second the motion.

All in favor say 'Aye' 4 Those opposed - 1 'No' The Ayes have it. Motion carried.

Council Member Jonathan Crum: I make a motion that we table approving the October 9 meeting until after my concerns are addressed by the recorder.

Council Member Thomas Gates: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No' The Ayes have it. Motion carried.

b. November 6, 2025

Council Member Jonathan Crum: I would move that we record our minutes accurately in the way they occurred during the meeting.

Council Member Thomas Gates: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No' The Ayes have it. Motion carried.

Council Member Thomas Gates: I motion that we strike the last sentence of the November 6th 2-a Pamela (Shelly) Sutphin that we accept her (Laurel Petolicchio) resignation. All council agreed.

Council Member Jonathan Crum: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No' The Ayes have it. Motion carried.

Council Member Thomas Gates: I motion that we approve the November 6, 2025 minutes with the correction.

Council Member Darrell Pierson: I second the motion. - A discussion followed.

Council Member Thomas Gates: I motion that we resend the motion to approve the November 6, 2025 minutes.

Councilman Jonathan Crum: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No' The Ayes have it. Motion carried.

Council Member Thomas Gates: I make a motion that we table approving the November 6, 2025 meeting until line item 1-b is properly stated.

Council Member Jonathan Crum: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No' The Ayes have it. Motion carried.

5. Citizens' Concerns

A citizen brought to the attention of the council a Tree on 2nd and Main St. The tree beside the canary-colored house. They stated it is on the Town's property and needs cut down.

A Citizen suggested the PurpleAir monitor needs to be reset.

6. Mayor Carolyn Hoover's Statement of Town's Condition

Mayor Carolyn Hoover submitted the following statement regarding allegations made by Councilman Pamela Sutphin, stating that she protested (disputed) the allegations that were made.

Protest (Dispute) #1 by Mayor Carolyn Hoover.

I'm addressing allegations made by Pamela (Shelly) Sutphin in her email dated November 02, 2025, and her reference to the same email in the Special Council Meeting on November 6, 2025. At both times Pamela (Shelly) Sutphin claimed I have not responded to her phone calls or messages. This allegation cast a negative light on my character, and since I don't have issues receiving communications from others, I sought to clarify the situation by obtaining my phone records and messages from my service provider who confirmed that I did not receive any calls or messages from Shelly.

Protest (Dispute) #2 by Mayor Carolyn Hoover.

I'm addressing allegations made by Pamela (Shelly) Sutphin in the same afore mentioned email regarding her unawareness of scheduled special meetings and feeling she was purposefully excluded. Such statements cast a negative light on the office staff, council, and Mayor. The council has not, nor will we, attempt to manipulate meetings to promote an agenda. Since the current administration assumed office, there have been three special meetings; Ms. Sutphin missed the first and attended the following two. She indicated she left a message after the first meeting; however, it was not in the phone records.

7. Old Business

- a. Temporary or Parttime help in the November 6, 2025 Mtg.

In protest of the motion to table the hiring of temporary help in the Special Meeting on November 6, 2025

Essential public services are being adversely impacted by the increased workload of the Mayor, Clerk, and Recorder including the management of substantial backlogs of records through the 1800s. Preservation and organization of these documents is vital due to legal and historical worth. We have a unique opportunity to address this situation. Neglecting this will impede our ability to provide public safety, infrastructure maintenance, and administrative functions to our citizens. Effective decision-making relies on past experiences, properly documented and filed. Hiring part-time assistance during this critical period is a necessary step to fulfill our commitments to this community.

Debbie Pierson, Town of Sutton Recorder

- b. Holiday Schedule Ordinance - 1st Reading

1st Reading - Town of Sutton Ordinance 1-604, WV Code §2-2-1

1-607 Paid Holidays. Employees will receive full pay for all legal holidays as outlined in the West Virginia Legal Holidays and Special Memorial Holidays Code §2-2-1, and such additional holidays as shall be approved by the Governor of West Virginia State, the President of the United States, the Mayor, or the Council.

Council Member Jonathan Crum: I make a motion to amend the last sentence to align with the original ordinance that says "and such as council shall from time to time determine by proper order".

c. Parking on Courthouse Square

- i. Discussion followed and will continue in the December Routine Meeting.

d. Standing Committees:

- i. assigned standing committee members.

Council Member Jonathan Crum: I make a motion that we table item 7-d-I until such time as we are going to appoint standing committee members.

Council Member Thomas Gates: I second the motion.

All in favor say 'Aye' 4 Those opposed - 0 'No'. The Ayes have it. Motion carried.

- ii. standing committee meetings (Governmental Meetings Act, W. Va. Code § 6-9A-1 through 12) Council is encouraged to read this code.
- iii. define standing committee duties not outlined in ordinances 2-113 – No Discussion at this time.

e. Chief of Police:

- i. status of inventory - a discussion followed.
- ii. ordinance 10-904.
- iii. report of safety in the community to include number of citations issued, biggest safety concerns and ways the community can help address these concerns. A discussion followed.

8. Standing Committee Reports

- a. Finance Committee – Debbie Pierson, Recorder
- b. Roads, Streets, Sewers, Street Drains – Darrell Pierson
- c. Public Safety and Health – Thomas Gates
- d. Police and Fire Protection – Mayor Carolyn Hoover
- e. Recycling – Pamela (Shelly) Sutphin
- f. City Property and Community Building - Victory Shingler
 - i. Request for the Sausage King to rent a parking space in the Farmer's Market.

Recorder Debbie Pierson: I make a motion to allow Sausage King to park at the Farmers Market and to operate their business without utilities and to pay their parking space fee at the same rate as City Nation including the option of renting to others on a one-on-one consideration..

Council Member Jonathan Crum: I second the motion. Discussion followed

All in favor say 'Aye' 15 Those opposed - 0 'No'. The Ayes have it. Motion carried.

9. Special Committee Reports

i. Municipal Court – Mayor Carolyn Hoover

Council Member Jonathan Crum: I make a motion to appoint the Town Clerk as the Municipal clerk.

Council Member Thomas Gates: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No'. The Ayes have it. Motion carried.

ii. Permits-Construction, Demolition, Fowl – Jonathan Crum

10. New Business

a. Appointment of the Street Commissioner

Council Member Darrell Pierson: I motion to appoint Brittany Fowler to the position of Street Commission.

Council Member Thomas Gates: I second the motion. Discussion followed.

All in favor say 'Aye' 5 Those opposed - 0 'No'. The Ayes have it. Motion carried.

b. Hiring a part time Police officer

Council Member Jonathan Crum: I move that we hire a 2nd part time Police Officer.

Council Member Thomas Gates: I second the motion. Discussion followed.

All in favor say 'Aye' 5 Those opposed - 0 'No'. The Ayes have it. Motion carried.

Council Member Jonathan Crum: I move that we appoint Andrew Chase Jordan in a temporary part time position until April of 2026.

Council Member Thomas Gates: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No'. The Ayes have it. Motion carried.

c. Town of Sutton Ordinances

Council Member Thomas Gates: A motion for resolution to accept the Town of Sutton Ordinance as presented to this administration on July 1, 2025. Any corrections will be made to those ordinances as needed..

Council Member Victor Shingler: I second the motion.

All in favor say 'Aye' 4 Those opposed - 1 'No'. The Ayes have it. Motion carried.

Jonathan Crum asks that it be recorded that the ordinances we just voted on are not even present in this meeting.

d. Town of Sutton outstanding Bills

Council Member Jonathan Crum: A motion to pay November 13, 2025 bills as of November 13, 2025

Council Member Thomas Gates: I second the motion.

All in favor say 'Aye' 5 Those opposed - 0 'No'

- e. Methodist Church food distribution traffic flow - Discussion followed
- f. Parking on Riverview drive and 5th Street challenges. Discussion followed
- g. Municipal employees: discussion of the following items.
 - i. required number of workers (full/part-time).
 - ii. workload details.
 - iii. tasking path for new work.
 - iv. routine work requirements.
- h. Financial Statement (ordinance 1-416) Discussion
- i. Agenda deadline for submission

Council Member Darrell Pierson: A motion to change the deadline from the current practice of Friday evening to Wednesday at 12:00 noon 8 days before the Regular meeting

Council Member Victor Shingler: I second the motion. Discussion followed.

All in favor say 'Aye' ____ 4 ____ Those opposed - ____ 1 ____ 'No'

The Ayes have it. Motion carried.

j. Executive Session

Council Member Thomas Gates: I motion that we go into executive session for the Lawsuit against the Town of Sutton **Time: 9:07 pm**

Council Member Darrell Pierson: I second the motion.

All in favor say 'Aye' 5 *Those opposed -* 0 *'No'* *The Ayes have it. Motion carried.*

The council left Executive Session at 9:33 pm

11. Adjourn at 9:34 pm

Council Member Thomas Gates: I motion that we adjourn.

Council Member Darrell Pierson: I second the motion.

