

Minutes for the Town of Sutton's Special Council Meeting - Corrected

Date & Time: November 6, 2025, 2:30 pm

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: 2:30 pm November 6, 2025

- The meeting was opened by Mayor Carolyn Hoover
- Pledge of Allegiance by all present

2. Roll Call

- | | | | |
|------------------------------|------------------|---|------------------|
| a. Carolyn Hoover, Mayor | - Present | d. Darrell Pierson , Councilman | - Present |
| b. Debbie Pierson, Recorder | - Present | e. Thomas Gates , Councilman | - Present |
| c. Jonathan Crum, Councilman | - Present | f. Pamela (Shelly) Sutphin , Councilman | - Present |

A Quorum **was present** at the start of the meeting and remained present throughout the meeting.

1. Permits

a. Construction permit for approval

We received an application for a construction permit from Gillespie Contracting. The homeowner is Mrs. Camden Brown. They're re-roofing at 103 River Street here in Sutton.

Councilman Pamela (Shelly) Sutphin: I motion that we approve the construction permit for Gillespie Contracting.

Councilman Jonathan Crum: I second the motion.

All in favor say 'Aye' 5 and Those opposed - 0 'No' The Aye's have it. **Motion Carried**

b. Hershal Rowan Jr.

Mr. Rowan requested permission to cut down a tree on main street.

2. Personnel

A. Resignation of Laurel Petolicchio from council.

We received a resignation email from Laurel Petolicchio on October 22, 2025.

B. Vacant Council position

Victor Shingler has expressed interest in filling the vacant position of Council member.

Councilman Jonathan Crum: I moved to table the appointment of a regular scheduled council member.

Councilman Pamela (Shelly) Sutphin: I second the motion.

A discussion followed regarding the need to postpone the appointment of Victor Shingler to the council until a regular scheduled meeting.

The council voted: All those in favor of supporting Jonathan's suggestion that we wait for the regular council meeting on November 13, 2025. please say Aye 2 Those Apposed say "No" 3 The **opposed** have it. The motion dies.

Councilman Thomas Gates: I make a motion to appoint Victor Shingler to the vacant council position.

Councilman Darrell Pierson: I second the motion.

All in favor say 'Aye' 3 Those opposed say "No" - 2 . The Aye's have it. **Motion Carried**

C. Hiring the Town of Sutton Clerk

Councilman Jonathan Crum: I motion that we go into executive session 6-9A-4

Time: **2:46 pm.**

Councilman Thomas Gates: I second the motion.

All in favor say 'Aye' 5 and Those opposed - 0 'No' The Aye's have it. **Motion Carried**

Jonathan Crum moved to return to open session at **3:17 pm.** Thomas Gates seconded the motion.

The Council considered 3 applicants for the position of Town of Sutton Clerk. Robin Smith, Sean Rose, and Clinton Piercy. Robin Smith and Sean Rose were previously interviewed in July 2025 for the Town of Sutton Clerk position. Clinton Piercy was interviewed on October 30, 2025 at 10:30 am by Mayor Carolyn Hoover and Recorder Debbie Pierson. The Council was notified on October 29, 2025 of the interview with Mr. Piercy, but the other council members could not attend.

Councilman Jonathan Crum: I motion to ratify the hiring of Clinton Piercy Jr. for Town of Sutton Clerk.

Councilman Thomas Gates: I second the motion.

All in favor say 'Aye' 5 and Those opposed - 0

The Aye's have it. **Motion Carried**

D. Raises for the Town of Sutton Employees

Councilman Thomas Gates: I motion that we go into executive session for town workers according to WV Code 6-9A-4

Time: **3:18 pm**

Councilman Jonathan Crum: I second the motion.

All in favor say 'Aye' 5 and Those opposed - 0 The Aye's have it. **Motion Carried**

Thomas Gates made the motion to returned to open session at **3:43 pm** **Debbie Pierson** seconded the motion.

The Council considered the street department employees' experience, evaluations, and responsibilities regarding raises.

Councilman Thomas Gates: I make a motion to approve David Hill's raise.

Recorder Debbie Pierson: I second the motion.

All in favor say 'Aye' 3 and Those opposed - 2 ' The Aye's have it. **Motion Carried**

Jonathan Crum "I'd like it recorded that the pay raise will be to the amount of \$14.00 an hour.

Recorder Debbie Pierson: I make a motion to give Michele Sears a pay raise as discussed in executive session.

Councilman Thomas Gates: I second the motion.

All in favor say 'Aye' 3 and Those opposed - 2 The Aye's have it. **Motion Carried**

Jonathan Crum "I'd like it recorded that the vote for pay raise to the amount of \$15.00 an hour, again, is outside the scope of a 3 to 10% pay raise, inconsistent with the vote for a pay raise for David, without justification.

Recorder Debbie Pierson: I make a motion to grant Brittany Fowler a pay raise as we discussed in executive session.

Councilman Thomas Gates: I second the motion.

All in favor say 'Aye' 3 and Those opposed - 2 The Aye's have it. **Motion Carried**

Councilman Jonathan Crum: "I'd would also like it noted that the pay raise to the amount of \$20.00 an hour for Brittiany is outside the scope of a 3 to 10% pay raise, and there was no indication of the last time Brittany received a pay raise to evaluate whether or not that Brittany's pay raise is consistent with other practices within the council.

Councilman Pamela (Shelly) Sutphin: "I'd like it noted that I don't disagree with pay raises, I think your all's amount at \$2.00 \$3.00 and \$3.00 in one sitting, - I never worked a job where I got that kind of a raise.

E. Temporary Office Help

Councilman Thomas Gates: I motion that we go into executive session 6-9A-4 to hire temporary help

Time: **3:47 pm**

Recorder Debbie Pierson: I second the motion.

All in favor say 'Aye' 5 and opposed say 'No' 0 The Aye's have it. **Motion Carried**

Recorder Debbie Pierson moved that we go out of executive session at **4:17 pm**. **Councilman Pamela (Shelly) Sutphin** second the motion.

Mayor Carolyn Hoover: "Do I hear a motion that we table hiring temporary office help in leu of having Clint address all of the Documents that need to be filed."

Councilman Thomas Gates: I make a motion that we table hiring temporary office help for two months

Councilman Pamela (Shelly) Sutphin : I second the motion.

All in favor say 'Aye' 3 and opposed say 'No' 2 The Aye's have it. **Motion Carried**

3. Adjourn 9:06 am

Councilman Jonathan Crum: I motion that we that Adjourn.

Councilman Thomas Gates: I second the motion.

All in favor say 'Aye' 5 and Those opposed - 0 The Aye's have it. **Motion Carried**