

Minutes for the Town of Sutton's Regular Meeting

Date & Time: 6:00 pm January 08, 2026

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 Carolyn Hoover

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		X
Victor Shingler	X				

A Quorum was present throughout the meeting.

3. Special Guests: (Recorded Audio Position)

Grant Status Updates

1. Elevator
2. EPA Brownfield Grant
3. Storm Sewer Project

4. Approval of the Minutes

a. November 13, 2025 (Recorded Audio Position 5:40)

Councilman Darrell Pierson: I motion that we approve the minutes for November 13, 2025.

Councilman Victor Shingler: I second the motion.

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

b. December 11, 2025 (Recorded video position)

Councilman Darrell Pierson: I motion that we approve the minutes for December 11, 2025.

Councilman Victor Shingler: I second the motion.

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

5. Citizens' Concerns (Recorded video position 9:10)

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

I. Ratify Chief of Police Salary

Recorder Debbie Pierson: I make a motion to ratify the pay increase for Chief Shingler that went into effect on October 2, 2025.

Councilman Thomas Gates: I second the motion.

All in favor say 'Aye' - 3 Those opposed 'No' - 0 The Ayes have it. Motion carried.

Victor Shingler abstained from the vote.

- II. Volunteer Help
- III. Bonuses update
- IV. Survey update
- V. Electrical receptical update
- VI. Upcoming Work Sessions regarding parking penalties
- VII. Thank Rodney or helping install Christmas Decorations
- VIII. Thank the street crew for their hard work, christmas decorations, fallen trees, snow removal, etc.
- IX. The mayor reads the Street Commission's Report for the Street Department.
- X. Resignation received from Sutton Councilman Pamela M. Sutphin

_Councilman Thomas Gates _: I motion that we accept the resignation of Pamela M. Sutphin on January 8, 2026.

Councilman Darrell Pierson: I second the motion.

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

7. Old Business

(Recorded video position 25:47)

- a. Standard Committee Ordinance 2-113 - Status update
- b. B&O Tax Ordinance review Ordinance 4-201 - Status update

8. Standing Committee Reports

(Recorded video position 30:58)

- I. Finance Committee – Debbie Pierson, Recorder
 - a. Town of Sutton outstanding Bills and Bills paid during December 2025
 - b. Finance Report of Budget vs. Actual
 - c. Budget revisions worksession.
 - d. Audit FY 2024 and FY 2025 will be in February
 - e. Budget for 2027
- II. Roads, Streets, Sewers, Street Drains – Darrell Pierson
- III. Public Safety and Health – Thomas Gates
- IV. Police and Fire Protection – Mayor Carolyn Hoover
- V. Recycling
- VI. City Property and Community Building - Victor Shingler
 - a. Sewage Smell in the Community Building Clerk's Office - Need Bids
 - b. Power to the maintenance bldg on Town Hill

_Councilman Thomas Gates _: I make a motion that we post in the paper so that we can begin accepting bids so that we can get power on Town Hill.

Councilman Darrell Pierson: I second the motion.

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

9. Special Committee Reports

- I. Municipal Court – Mayor Carolyn Hoover
- II. Permits-Construction, Demolition, Fowl – Jonathan Crum

10. New Business

- a. Discuss employee conduct with the entire council. Employees to be discussed are Chief of Police and the Street Commissioner.

Recorder Debbie Pierson: I make a motion that we table this topic.

Councilman Thomas Gates: I second the motion.

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

11. Adjourn at 6:42 pm

Councilman Thomas Gates: I make a motion to adjourn.

Councilman Darrell Pierson: I second the motion.

All in favor say 'Aye' _4_ Those opposed 'No' - _0_ The Ayes have it. Motion carried.
