

# Minutes for the Town of Sutton's Regular Meeting

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

**Location:** 450 4<sup>th</sup> 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

	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

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*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.

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## 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.

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## 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.

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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.

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## 11. Adjourn at 6:42 pm

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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.

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Pending Approval