Sutton Town Council
July 9, 2026, 6:00 pm - Regular Meeting Agenda
Council Chambers, Sutton Municipal Building

1. Call to Order Start Time 6:00 PM

The meeting was opened by Mayor Carolyn Hoover

Pledge of Allegiance by all attendees

Opening Prayer by Darrell Pierson.

Roll Call	Present	Absent		Present	Absent
Mayor - Carolyn Hoover	___X____	_____	Recorder - Debbie Pierson	___X___	_____
Anita Lambert	___ ____	__X_____	Darrell Pierson	___X___	_____
Thomas Gates	___X____	_____	Tia Mullins	___X___	_____
Justin Hill	___X____	_____			

A Quorum was Present throughout the meeting.

2. Public Hearings – Emergency Properties

A. Cody Mullins – Report on the Vacant and Dilapidated

52 properties

2 Emergency Orders

Hearing for 2 properties:

a. Baxter Residence - Mrs. Brady has taken care of the emergency issues and is working on the additional issues.

Councilman Thomas Gates: I motion that we agree to the compliance agreement between us and Mrs. Brady.

Councilman Tia Mullins: I second the motion.

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

b. Chestnut Residence – Nottingham's were not present

We received a letter stating that they would address the problem.

Councilman Thomas Gates: I motion that we accept the order of emergency hearing for unsafe structure under Chapter 8 property maintenance code for the property at 205 S Chestnut St Case # TOS-VAC-0001.

Councilman Darrell Pierson: I second the motion.

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

3. Special Guests / Topics / Grants

a. Elevator Grant – Mayor Carolyn Hoover

Update Problem – we need an egress in/out of the building.

OPTION: Retractable fire steps on Riverview Rd or 4th Street

OPTION: Sprinkler – But a 6" waterline into the building to pass the Fire Marshall.

Grant: Money may come Community Block Program Grant (deadline this fall)

Grant: Federal ADA Project Grant.

Cost will be approximately: $446,000. + Fire Marshalls determinations

b. Road repair – Municipal Clerk Kristen Gates

Update In the process of gathering information on the grant funding.

c. Storm Sewer Projects – Recorder Debbie Pierson

Update Scheduled to begin next week, depending on weather.

d. Sutton Community Development Corp. / AmeriCorps – Code Technician Angie Maxwell

Update No updates currently

4. Old Business

a. Employee Handbook, update – Municipal Clerk Kristen Gates

Update Progressing on the process of creating an Employee Handbook.

b. Cameras

Update Looking into grants.

c. Network System

Update The new Network System is fully functional.

d. Nertanom

Update All equipment is ready to be picked up, we are not currently in contact with Nertanom.

Update One missing phone

e. Segra

Update Phones are installed and the internet is scheduled to be installed next month

f. Animal Impoundment Fees

Councilman Thomas Gates; I motion that we establish the Animal Impoundment Fees for the Town of Sutton.

Councilman Tia Mullins: I second the motion.

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

g. Purchase of Office computers and laptops – update

Councilman Thomas Gates; I motion that we accept the adjusted price of the computers from $8,563 to $9,773 due to the unavailability of the quoted Panasonic Rugged laptop resulting in our having to order from another Vendor.

Councilman Darrell Pierson: I second the motion.

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

h. Pole Attachment Agreement

Councilman Thomas Gates; I motion that we table the pole attachment agreement.

Councilman Darrell Pierson: I second the motion.

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

i. Grant Training

Update no new training

j. Mayor and Recorder and Council Raises - Table until July 23, 2026, Special Council Meeting

Councilman Tia Mullins: I motion that we Table the Mayor, Council, Recorder Raises until the July 23, 2026, Special Council Meeting

Councilman Thomas Gates; I second the motion.

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

k. Town contribution to employee retirement - Table until July 23, 2026, Special Council Meeting

Councilman Thomas Gates; I motion that we Table the Town contributions to the employee's active retirement plan per pay period until the July 23, 2026, Special Council Meeting

Councilman Tia Mullins: I second the motion.

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

5. New Business

a. Permits approval

Councilman Thomas Gates; I motion that we approve construction permit for the Helsinger's construction project.

Councilman Darrell Pierson: I second the motion.

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

Councilman Thomas Gates; I motion that we approve construction permit for the Lee Reger Build Inc. construction project.

Councilman Tia Mullins: I second the motion.

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

b. Appointment of the Chief of Police

Councilman Thomas Gates; I motion that we approve the appointment of Andrew Shingler as the Chief of Police for the position of Chief of Police for the Fy July 2026 through July 2027

Councilman Darrell Pierson: I second the motion.

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

c. Workers Compensation Exemption for Council members. Obtain Signatures for Council members to deny Workers Compensation in their position of officer.

6. Approval of Minutes

a. June 11, 2026, Regular Council Meeting

Councilman Darrell Pierson: I motion that we approve the June 11, 2026, minutes_

Councilman Justin Hill: I second the motion.

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

7. Citizens' Concerns

a. Citizen concerns are regarding Dog poop. – There must be a witness/picture of the offense. Request a letter sent to Mr. Tevis. – Chief Andrew Shingler will check in to it
b. Ferrell Cat issue – Code Enforcer will get with the citizens to address the concerns.
c. Cigarettes being discarded into brushes that could cause a fire. Justin Hill will talk with the owner
d. B&O Tax – Concerns about the different fees for different businesses. Tia Mullins will get further information to the Citizen.
e. When will the Town bring more business into town. Response is that we are currently working on the physical look of the town and many other variables that will make the Town more attractive to new businesses.

8. Mayor's Report

a. **Mayor Carolyn Hoover presented the Street Commissioner's Report**

b. **Audit for Fy 2024 & 2025 has been rescheduled, to be completed by 08/30/2026**

c. **Electric on the hill - UPDATE - Changes are being made to pass inspection.**

d. **Farmers market stage – UPDATE - The crew is almost done; they need to finish a few projects.**

e. **Update on the Lawsuit Claim with Traveler- UPDATE – Sam Harold, the Town of Sutton Lawyer is handling the property.**

f. **Update on property on Lynden Ave – UPDATE – We do not own the property; we own the road.**

g. **Town comments concerning the Police coverage – UPDATE – We are hearing many positive comments of the police coverage for the Town of Sutton, and complaints are dropping off.**

h. **July 23rd Special Council Meeting to discuss the tabled items.**

9. Code Enforcement Report – Cody Mullins

Nothing new to add.

10. Standing Committees

a. **Finance – Recorder Debbie Pierson**

Councilman Thomas Gates; I motion that we accept the Finance Report for June of 2026

Councilman Tia Mullins: I second the motion.

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

b. **Project Mountaineer**

Councilman Thomas Gates; I motion to proceed with Project Mountaineer for out Bookkeeping accounting system

Councilman Tia Mullins: I second the motion.

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

c. **Roads, Streets and Alleys – Councilman Darrell Pierson and Street Commissioner Brittany Fowler**
Suggest that the town citizens make sure they move their trash container away from the St.

d. **Public Health and Safety – Councilman Thomas Gates and Chief of Police Andy Shingler**
The Town of Sutton Police Dept. will be represented at the Day Care.

e. **City Property and Community Building - Councilman Anita Lambert and Councilman Justin Hill**
Councilman Justin Hill will be addressing the brush issue.

f. Sutton Planning Committee – Councilman Tia Mullins

Councilman Thomas Gates; I motion to Partner with Businesses and anyone who is interested to proceed with the Sutton Community park.

Councilman Darrell Pierson: I second the motion.

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

Steering Committee Report

We are planning on setting up Food Truck Fridays, as well as other activities throughout the town.

Councilman Thomas Gates; I motion to proceed with Food Truck Friday

Councilman Justin Hill: I second the motion.

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

11. Special Committees

Ordinances – Councilman Tia Mullins

1st Reading of Repeal and Replace Chapter 5

Councilman Tia Mullins: I motion that we table the Repeal and Replace Chapter 5

Councilman Thomas Gates: I second the motion.

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

1st Reading of Chapter 8 Ordinance No. 8-605a and 8-605b amendment regarding Multi-use bldgs..

Councilman Thomas Gates: I motion that we table the 1st reading of 8-605a and 8-805b

Councilman Tia Mullins: I second the motion.

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

12. Adjourn Time: 7:36 PM

Councilman Thomas Gates: I motion that we Adjourn

Councilman Justin Hill: I second the motion.

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