



## Town of Nutter Fort Minutes Council Meeting – January 23rd, 2024

### **Called to order at 6:32 pm by Mayor Sam Maxson.**

Attendance – Sam Maxson, Charlene Louk, Rick Lafferty, Bryan Gonzalez, Jim Link, Natalie Haddix, Karen Phillips

Department Heads – Police Chief Ronnie Godwin, Fire Chief Jeremy Haddix, EMS Supervisor Nathan Rohrbough (by phone), Public Works Supervisor, Code Enforcement Officer Andy Grogg

Guests – Town Engineer Ryan Holcomb, Town Accountant Zachary Dobbins, Shirley Sheets, Kathy Powell, Dennis Dutchess, Cynthia Lafferty, Rezin Hudkins, Morgan Earp

### **Minutes:**

- Approval of minutes 1/9/2024 - Council Meeting Minutes were approved by unanimous vote after a motion to approve the minutes was made by Charlene Louk and a second by Karen Phillips.

### **Treasurer's Report:**

- Billing conversion is up and going again after many calls this past week. CUSI (new billing software) will pull their finalized data from our current billing software (RVS) on 2/15/2024. We will be in training again on 2/19/24-2/21/24. CUSI will go live on our server on 2/22/2024. We will have to be doing all entries in RVS and CUSI to parallel the processes until we bill again on 3/15/2024. As long as all balances are equal on both systems, on 3/15/2024, we will be good to go with CUSI.
- The office will be closed 2/19/2024 in observance of Presidents' Day. Trash services will be one day late the week of 2/19/2024 except for Friday.
- I want to publicly thank Taylor Keith and the Public Works Department. On Thursday, 1/18/2024, I came into the office and our furnace wasn't working. Within 3 minutes, Taylor and at least 4 other Public Works employees were in the office trying to figure out what was wrong with the furnace so we would have heat. They had it figured out and repaired within an hour. They even installed 2 carbon monoxide detectors to keep us safe. I am extremely thankful for their quick response in keeping us going.
  - Ferrari and Associates are scheduled to be in the office on February 22, 2024, to do our FYE 2023 Audits.
- FOIA request received 1/11/2024 in office – consulted with attorneys and completed and the information requested was given to requestor on 1/19/2024.
- I received an email from PEIA stating that starting for the 7/1/2024 coverages, that there will be a 14% increase in our premiums. That is going to equate to around \$34,000 per fiscal year for the Town.
  - The final request for Harrison County ARPA Funds was submitted on 1/23/2024 in the amount of \$6,648.67. This was for the White Street/Ralph Richards Lane Water Line Replacement. The total amount of materials purchased for this project was \$37,118.83. The balance of \$30,470.16 was taken out of the Water Renewal & Replacement Fund. Seven new water services were installed and one new fire hydrant along with several feet of 40-year-old ACP pipe replaced with C900 line. All funds have now been submitted that were allocated from the Harrison County Commission.

### **Approval of Accounts Payable:**

- Accounts payable items were presented via handout (attached) and were approved by unanimous vote after a motion by Charlene Louk which was seconded by Bryan Gonzalez.

### **Unfinished Business:**

- None

### **New Business**

- Review-Discuss-Consider – Ordinance 2024-01 – An Ordinance of the Town of Nutter Fort, West Virginia, Abandoning an Undeveloped Portion of Bryan Street in the Town of Nutter Fort – PW Supervisor stated that it was requested by both residents that were impacted. There are no utilities that are impacted. He is in favor of abandoning it. Motion to accept abandoning an undeveloped portion of Bryan Street per Ordinance 2024-01 was approved by unanimous vote after a motion by Rick Lafferty and a second by Karen Phillips.
- Discussion & Legal Update on Phase IV Sewer & AML Project – Possibility for Executive Session – Ability to enter Executive Session to discuss an update on legal matters was approved by unanimous vote after a motion by Rick Lafferty and a second by Charlene Louk. Executive Session went into effect at 6:52 pm.
- Conclusion of Executive Session to discuss an update on legal matters was approved by unanimous vote after a motion by Charlene Louk which was seconded by Karen Phillips. Executive Session concluded at 8:12 pm.

### **Committee Reports:**

- Chief of Police Report: Nothing further to add after pre-council workshop.
- Fire Chief Report: It has been busy, and everything is going smooth.
- EMS/Ambulance Report: (via phone) For December 2023, there were 183 calls for service – 56 emergency calls & 127 transports. This was a low month and the numbers have already been exceeded in January. A couple of new part time medics were added to the department.
- Public Works Supervisor Report: Absent & no report provided.
- Engineer Report:
  - Phase III Sewer: Discussion of programmatic financing with WVDEP CWSRF; Remainder of Phase III shortfall - \$90,000 Debt Forgiveness; Phase IV - \$1,000,000 Debt Forgiveness; Phase V - \$1,000,000 Debt Forgiveness; Route 20 - \$1,000,000 Loan (0.25%, 40-yr) / \$2,000,000 Debt Forgiveness; Rate Ordinance process is waiting on reevaluation of rates based on Clarksburg changes; Dobbins should be here next week to do this.
  - Phase IV Sewer: PSC Waiver filed 7/24/2023 – on hold; 2 ROW – given to Taylor; Schedule for bidding will be determined by programmatic financing closing.
  - Phase V Sewer: On hold for the time being.
  - Route 20 Corridor: Facility plan resubmitted to DEP; Design process in full swing; Draft plans provided to Taylor for initial review; 52 Right-of-ways / 1 acquisition.
  - AML: Project should begin construction February.
- Code Enforcement Report: Four permits issued for new construction. FOP will be putting up a new privacy fence per code. 208 Thomas Street – needed upgraded electrical service due to a new tenant – subsequently passed inspection. Jeffrey Chalfin who will be opening up an East Chicago Pizza at the old car wash is working with FEMA and will proceed once everything is clear on his end.

### **Public Comment:**

- Resident Dennis Dutchess noted the following:
  - As mentioned in previous meetings, he believes there is a water quality issue. His water has an odor and calcium in his filters. Clarksburg Water Board has increased calcium in their water higher than normal and it can smell like dirt when calcium is high. He views that there is a lack of communication from Clarksburg Water Board to municipalities and wants more transparency. He will be attending an upcoming Clarksburg Water Board meeting.
  - Senate wants veterans and retired police officers to monitor schools. He called upon Chief Godwin to know who has jurisdiction over that.
- WV House of Delegates Candidate Morgan Earp noted the following:
  - He has declared candidacy for the WV House of Delegates for District 70 and to discuss his platform.
- Thelmas Restaurant reopens next Monday, January 29, 2024.

**The meeting adjourned by acclamation at 8:13 pm.**

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Natalie K. Haddix, Recorder

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Sam Maxson, Mayor