



Town of Nutter Fort Minutes Council Meeting - July 25th, 2023

Called to order at 6:30 pm by Mayor Sam Maxson.

Attendance – Mayor Sam Maxson, Karen Phillips, Jim Link, Rick Lafferty, Bryan Gonzalez, Natalie Haddix, Charlene Louk (via phone)

Department Heads- Treasurer Leslie Cummings, Police Chief Ronnie Godwin, Fire Chief Jeremy Haddix, EMS Supervisor Nathan Rohrbough, Maintenance Supervisor Taylor Keith, Code Enforcement Officer Andy Grogg

Guests – Rezin D. Hudkins IV, Jennifer Robinson, Mark Hays, Kenneth G. Johnson, Kathy Powell, Shirley Sheets, Brandon Richards, Eric Richards, Kenneth Friend, Dennis Dutchess, Dixon Pruitt, Andrew Kennedy, Cindy Lafferty

Minutes:

- Approval of minutes 7/11/2023 - Council Meeting Minutes were approved by unanimous vote after a motion by Rick Lafferty and a second by Jim Link.

Treasurer's Report:

- 100th Anniversary Committee is looking for volunteers and parade participants. A book is also being drafted for sale at the commemoration.
- Sanitary Board Meeting was held on 7/25/2023. Requisition 10 of Phase III was approved in the amount of \$363,192.05.
- Leslie, along with EMS Supervisor Nathan Rohrbough, posted the two NFEMS ambulances that needed sold on govdeals.com.
- Region VI & WV DEP has funding through ARPA for dilapidated properties available. Money to be allocated by 2024, so this will be a swift turnaround. Leslie will continue to look into the options to determine funding potential for the town.
- Leslie was approached by a resident regarding a Blessing Box to be placed somewhere in town for donations of food that community members can donate and individuals in need can utilize the goods in the box as needed. No objection by council. Location of the box to be determined.

Approval of Accounts Payable:

- Accounts payable items were presented via handout (attached) and were approved by unanimous vote after a motion by Karen Phillips and a second by Bryan Gonzalez.

Unfinished Business:

- Swearing-In of Newly Appointed Council Member – Bryan Gonzalez: Bryan Gonzalez was sworn in as a councilor by Police Judge Jim Terango prior to the meeting commencement. He was appointed at the 7/11/2023 meeting by existing council to fill the vacant position left by Natalie Haddix.
- Inclusion under 7/11/2023 Council Meeting Agenda that was tabled - Swearing-In of Newly Appointed Recorder – Natalie Haddix: Natalie Haddix was sworn in as Recorder prior to meeting commencement by Police Judge Jim Terango. She was appointed at the 6/27/2023 meeting by existing council to fill the vacant position.
- Review-Discuss-Consider – Employee Matter: Meeting moved into executive session regarding a personnel matter after approval by unanimous vote following a motion by Karen Phillips with a second by Bryan Gonzalez at 7:25 pm. Executive session concluded after approval by unanimous vote following a motion by Karen Phillips with a second by Bryan Gonzalez at 7:51 pm.
- Review-Discuss-Consider – Legal Matter: Meeting moved into executive session regarding a legal matter after approval by unanimous vote following a motion by Karen Phillips with a second by Rick Lafferty at 7:00 pm. Executive session concluded after approval by unanimous vote following a motion by Karen Phillips with a second by Bryan Gonzalez at 7:25 pm.

New Business

1. Appointment of Rezin Hudkins to Nutter Fort Sanitary Board (7/21/2023 – 6/30/2025): Rezin Hudkins IV was considered for appointment to the Sanitary Board. Appointment was approved by unanimous vote after a motion by Karen Phillips and a second by Charlene Louk.
2. Recognition of Public Works employees: Public Works employees Brandon Richards, Eric Richards, Thurman Wolfe, and Kenneth Friend were recognized by the town for their swift action in assisting a resident with a medical emergency her husband was having. EMS Supervisor Nathan Rohrbough explained the event in detail and noted that their quick actions made a positive difference in the patient's outcome. Certificates were presented to the employees by Mayor Sam Maxson.
3. Review-Discuss-Consider - FY 2023/2024 General Budget Revision #1: Revision (attached) was approved by unanimous vote after a motion by Charlene Louk and a second by Karen Phillips.
4. Review-Discuss-Consider – Globe Life Insurance – Andrew Kennedy, Supplemental Insurance Presentation: Mr. Kennedy presented information regarding a hybrid life insurance policy that could be made available to employees of the town.

Committee Reports:

- Chief of Police Report: Chief Godwin advised that there were 215 calls in the past month. Of those calls, 56 citations were written, and 7 arrests made. They are averaging 7 – 9 calls per day. Officers Zahradnik and Hetherington got their K9 recertifications and Officer Hetherington acquired a new K9 in exchange for his previous K9.
- Fire Chief Report: Chief Haddix reported that Ultimate Giveaway tickets are still on sale and everything else was moving smoothly.
- EMS/Ambulance Report: EMS Supervisor Rohrbough reported 104 calls so far for July 2023, of which 50 of those calls were transports. They have already started booking transports into 2024. Of the transports, 8 were ALS level care – one of which was a long-term resident of the town of Nutter Fort. Other EMS agencies couldn't respond in a timely manner. NFEMS handled the transport by utilizing part-time employees who came in to assist. The family expressed their gratitude towards NFEMS. The Stryker power system was removed from the ambulance that was going online to be sold prior to posting. Councilor Rick Lafferty inquired about the two new full-time employees' statuses and was advised that they were currently working. He also inquired about NFEMS being short an ambulance in the event that a truck goes down. EMS Supervisor Rohrbough is working with Treasurer Leslie Cummings to develop a plan for truck replacement.
- Public Works Supervisor Report: PW Supervisor Taylor Keith advised that Pennsylvania, Maryland, and Ohio Avenues have been in the process of being prepped for the 100th Anniversary Celebration. Additionally, they are working on the basketball court and have received many compliments.
- Engineer Report: Engineer Ryan Holcomb discussed the various project progress updates that are currently in progress and provided the following summary:
 - Phase III Sewer – discussion of programmatic financing with WVDEP CWSR: 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%, 40yr)/\$2,000,000 debt forgiveness
 - Phase IV Sewer – PSC Waiver filed 7/24/2023; one ROW letter drafted for Wolfe; IJDC Binding Commitment request approved 7/25/2023; WVDEP Binding Commitment request should be simultaneous; bidding will be determined by programmatic financing closing
 - Phase V Sewer - Awaiting WV DEP comments – correspondence with DEP last week.
 - Route 20 Corridor – WDA Application approved \$1,500,000 on 6/16/2023; facility plan will be submitted following environmental clearances; present full-services Engineering Services Amendment: Design process has already begun, aerial mapping completed, working on field sheets for preliminary field layout
- Code Enforcement Report – Code Enforcement Officer Grogg noted 4 permits approved and 5 registered letters sent out (mainly for overgrowth). At the last meeting, a concerned citizen brought up a house that he felt was unsafe for inhabitation. Ultimately, the issue was brought before Magistrate Court and the individuals were evicted due to unsafe living conditions.
- Other Committee Reports: 100th Anniversary Committee members noted that there will be a commercial advertising the 100th Anniversary Celebration on WDTV soon and to be watching for it.

Public Comment:

- Mr. Dutchess noted the influx of wild animals in town. Discussion was held regarding the live trap program in Nutter Fort. Residents should contact the Town of Nutter Fort to get a trap. If a cat or dog is caught in the cage, then animal control is responsible. Any other animals outside of cats and dogs will be under WV DNR jurisdiction. Reports of foot traps in town were brought up and it was discussed that it is illegal to use foot traps in city limits.
- Dixon Pruitt introduced himself as a candidate for Harrison County Sheriff. He has 16 years of service with the Sheriff's Department, is a United States Veteran, and was formerly a firefighter with the Clarksburg Fire Department. He will be in Nutter Fort on 7/27/2023 with his campaign camper from 4:00-7:00 pm to meet with the public to talk about how to "make Harrison County better for everyone".

The meeting adjourned by acclamation at 7:53 pm.

Natalie K. Haddix, Recorder

Sam Maxson, Mayor