Town of Nutter Fort Minutes
Council Meeting – August 13th, 2024 – 6:30pm

Called to order at 6:31 pm by Mayor Sam Maxson

Attendance – Mayor Sam Maxson, Councilor Bryan Gonzalez, Councilor Rick Lafferty, Councilor Karen Phillips, Councilor Charlene Louk, Recorder Natalie Haddix
Absent:
Department Heads – Treasurer Leslie Cummings, Chief Ron Godwin, PW Supervisor Taylor Keith, EMS Supervisor Nathan Rohrbough, Code Enforcement Officer Roger Keith
Guests – Marcene McIntyre, Jennifer Robinson, Mark Hays, Kenneth Johnson, Cynthia Lafferty, Shirley Sheets, Kathy Powell

Minutes:

- Approval of minutes 7/23/2024 Council Meeting & 8/6/2024 Special Council Meeting – Meeting minutes for the 7/23/2024 Council Meeting was approved and meeting minutes for the 8/6/2024 Special Council Meeting were tabled by unanimous vote after a motion by Charlene Louk with a second by Bryan Gonzalez.

Treasurer's Report:

- Donna from the Nutter Fort Library reached out to Leslie about the potential for directing any surplus of funds for the library at the end of the fiscal year to a Back-to-School Program next year. She would like to coordinate with the Town of Nutter Fort on this.

Approval of Accounts Payable:

- Accounts payable items were presented via handout (attached) and were approved for payment by unanimous vote after Charlene Louk moved to approve the accounts payable items and the motion was seconded by Karen Phillips.

Unfinished Business:

- *Review-Discuss-Consider – Ordinance 777 – Changes necessary to 777.09 & 777.11* – Discussion regarding requested changes to these sections was held. Currently, Town of Nutter Fort will accept previous HUD inspection in lieu of TONF Code Enforcement inspection, but the time in which the HUD inspection has taken place needs to be clarified in 777.09a. Code Enforcement is requesting that the HUD inspection be in the previous 30 days for it to be valid. There have been many home inspections that have failed due to lack of smoke detectors and lack of CO detectors. Additionally, in 777.11, the need exists to delineate a time limit for repairs after a notice of violation and that should be thirty days per Code Enforcement. No action was taken on either item at this time. Drafts of revised 777.09 & 777.11 will be made available upon drafting and presented to council for further consideration. Additionally, the WV Property Maintenance Standards were incorporated into the Town of Nutter Fort's codified ordinances in 2018. This section conflicts with the antiquated reference to 1511.01 regarding smoke detectors. A reference to the current property maintenance standards needs to be made and language added that supersedes the existing section 1511. No action taken on this item. Drafts will be prepared for the consideration of council at the next meeting.
- *Review-Discuss-Consider – Lease Purchase of 2024 Ford Super Duty F-350* - Discussion was held regarding the purchase of a vehicle for the Public Works department. An inter-town assignment of the existing Public Works truck was presented to Nutter Fort EMS, which left a need to replace that vehicle. In terms of current fleet, the inventory for Public Works is as follows: 2 tool trucks, 2 dump trucks with plow capability, 1 summer truck, and 2 plow trucks. The one truck that went to Nutter Fort EMS does have snowplow capability in the event the need was emergent for that use down the road. Two of the existing fleet are reaching their 10-12 year make in the next couple of years. Two trucks will be replaced out of grant funding in the next year or so. The next replacements after that won't be until 2029 for Public Works department. Charlene Louk moved to approve the purchase of the 2024 F-350 Ford Truck through T&S

Ford for Public Works via funding from Sales & Use tax funding with a second on the motion by Karen Phillips. Motion carried after unanimous vote. Charlene Louk also moved to pay off the remaining balance owed on the 2015 Nutter Fort EMS Ambulance via Sales & Use tax funding with a second on the motion by Karen Phillips. Motion carried after unanimous vote.

New Business:

- *To consider on first reading and act upon proposed Ordinance 2024-09 entitled:*

  ORDINANCE AUTHORIZING THE ACQUISITION AND CONSTRUCTION OF CERTAIN EXTENSIONS, ADDITIONS, BETTERMENTS AND IMPROVEMENTS TO THE EXISTING PUBLIC SEWERAGE SYSTEM OF THE TOWN OF NUTTER FORT AND THE FINANCING OF THE COST THEREOF, NOT OTHERWISE PROVIDED, THROUGH THE ISSUANCE BY THE TOWN OF NUTTER FORT OF NOT MORE THAN $1,500,000 IN ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF SEWER REVENUE BONDS, SERIES 2024 A (WEST VIRGINIA SRF PROGRAM); AND NOT MORE THAN $2,500,000 IN ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF SEWER REVENUE BONDS, SERIES 2024 B (WEST VIRGINIA SRF PROGRAM/FORGIVABLE) PROVIDING FOR THE RIGHTS AND REMEDIES OF AND SECURITY FOR THE REGISTERED OWNERS OF SUCH BONDS; AUTHORIZING EXECUTION AND DELIVERY OF ALL DOCUMENTS RELATING TO THE ISSUANCE OF SUCH BONDS; APPROVING A BOND PURCHASE AGREEMENT RELATING TO SUCH BONDS; AUTHORIZING THE SALE AND PROVIDING FOR THE TERMS AND PROVISIONS OF SUCH BONDS AND ADOPTING OTHER PROVISIONS RELATING THERETO.

  Charlene Louk moved to accept the first reading of Ordinance 2024-09 with a second on the motion by Karen Phillips. Motion carried after unanimous vote.
- *Review-Discuss-Consider – Resolution #2024-02 – Multi-Jurisdictional Hazard Mitigation Plan Update Adoption Resolution* – Discussion was held. The adoption of this resolution is necessary for the acceptance of FEMA Funding. Bryan Gonzalez moved to approve the Resolution with a second on the motion by Karen Phillips. Motion carried after unanimous vote.

Committee Reports:

- Chief of Police Report: Nothing currently. Will be submitting information at next meeting.
- Fire Chief Report: None.
- EMS/Ambulance Report: 101 calls for service – 45 emergency calls, rest are transports. Quotes for outfitting the new truck from Public Works is as follows:
  - Emergency Lighting Quote - $9,680.99
  - Striping Quote - $2,935.00
  - Medical Equipment Box – custom welded - $1,342.66

  Total for outfitting the truck for EMS - $13,958.65. Charlene Louk moved to purchase the lighting, striping, and box, as quoted, to equip the truck, to be done incrementally and at the discretion of the Treasurer. A second was made by Bryan Gonzalez, with the motion carrying after unanimous vote.

  Additionally, an email was received from the County re: funding of EMS Enhancement funds for Calendar year 2023. Nathan will be applying. For 2022, due to Nutter Fort EMS just starting in 2022, only $360 was received for 2022.
- Public Works Supervisor Report: For the new Ford F-350 that was approved for purchase, the following will need to be purchased to complete the outfitting of the truck.
  - Snowplow - $3,553.00 - only assembly and harness brackets are needed
  - Radio (used) - $1,400.00
  - Striping - $950.00

  Total for outfitting the truck for PW - $5,903.00. In the 2024/2025 FY Budget, a snowplow & equipment was already budgeted for more than this quoted amount.

  Shop finished RWRA Continuing Education yesterday. Curb replacement on Indiana Avenue is almost complete, then can black top. 400 block of sidewalk under basketball courts will be next. D&M is moving ahead of schedule for pipe installation. Phase IV will be completed within next few weeks.

- Engineer Report: None.
- Code Enforcement Report: Chipping away at inspections, which is a slow process. Mostly properties are looking good. Work is being done at school - $3 million project – paving, adding 6 rooms and 2 bathrooms, change of water service.

Public Comment:

- Resident Jennifer Robinson:
    - Where it was just approved to pay off ambulances, does it have to be on agenda?
        - Treasurer stated it was part of the discussion regarding the truck purchase and inter-departmental swap.
    - Status of pothole in front of Illinois Avenue/Bryan Street.
        - PW Supervisor noted it will be taken care of during upcoming paving.
    - Speed bumps – any complaints?
        - PW Supervisor noted a few complaints have come in, but these are regulation speed bumps. Will be painted once paving occurs.
    - Noticed Jim Link's name was taken off website.
        - Mayor Maxson noted that Jim Link had resigned.
    - Is Officer Nathan Lanham still employed with NFPD?
        - No, he is not per Mayor Maxson.
- Resident Kenneth Johnson:
    - Requested a speed bump on Maryland Avenue due to the amount of speeding that occurs.
    - Seeing more homeless individuals and drug users in the town. Is there any way that we can get more police presences? Otherwise, a neighborhood watch program is suggested.
    - When can we get more police protection in this town?
        - Per Mayor Maxson, this is in progress.

The meeting adjourned by acclamation at 7:31pm.

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Natalie K. Haddix, Recorder Sam Maxson, Mayor