

**Council Meeting
Nutter Fort
November 13, 2012**

The regular meeting of Nutter Fort Council was held, Tuesday, November 13, 2012, with the following members present: Stephen Korn, William Benincosa, Karen Phillips, Robin Newhouse, Mayor Nathan Rohrbough, and Recorder Sam Maxson. Absent was Councilor Barbara Gorby. Also present were Treasurer Julia Foley, Data Technician Leslie Holbert, Fire Chief Jeremy Haddix, Police Chief Ron Godwin, and Maintenance Supervisor Jim Wolfe. Guests were: Jim Link, Charlotte Link, Judy Riblett, Dr. Shana Nicholson, Amanda Jeffries, Bruce Kidd, and Tammy Gwinn.

The meeting was called to order at 7:30PM by Mayor Rohrbough, with Councilor Newhouse asking prayer followed by the pledge of allegiance.

A job description (attached) for a grant writer/project coordinator was given to each council member.

- Robin Newhouse motioned we approve the job description and advertise for this position. Following a second by Stephen Korn, the motion was passed by unanimous vote.
- The resolution (attached) was passed to accept funding awarded from the Governor's Community Partnership Grant in the amount of \$7000 and provide 10% matching funds, project #12LEDA0377 (LED sign project completion), was passed by unanimous vote after a motion by Karen Phillips and a second by Robin Newhouse.
- Sam Maxson motioned approval of a resolution (attached) proclaiming November 18-24, 2012 as Christian Heritage Week. After a second Robin Newhouse, the motion was approved by unanimous vote.
- A resolution (attached) was passed by unanimous vote; requesting funding from the Governor's Partnership Grant Program in the amount of \$10,000 and provide \$3200 in matching funds, project #08CPGP0817N for equipment for the fire department, after a motion by Robin Newhouse and a second by Karen Phillips.
- A resolution (attached) to request funding from the Governor's Partnership Grant Program in the amount of \$2,000 and provide \$500 in matching funds, for fire department training room furnishings, was made by Robin Newhouse. After a second by Sam Maxson, the motion was approved by unanimous vote.
- William Benincosa motioned approval of a resolution (attached) recognizing and offering support for the Nutter Fort Fire Department. Following a second by Robin Newhouse, the motion was approved by unanimous vote.
- A resolution (attached) was approved by unanimous vote to accept the conditions of the contract and funding from the Community Participation Program in the amount of \$8500 and to provide 10% matching funds, project #12LEDA0711N, after a motion by William Benincosa and a second by Karen Phillips.
- William Benincosa motioned approval of the resolution (attached) that was read by the Mayor, proclaiming the month of November Pancreatic Cancer Awareness Month. After a second by Robin Newhouse, the motion was approved by unanimous vote.

Mayor Rohrbough read a letter (attached) from Harrison County Prosecuting Attorney, Joseph Shaffer, commending Police Chief Ron Godwin for his commitment to excellence, his professionalism, and leadership. A reception in the Chief's honor was held following the council meeting.

Dr. Nicholson addressed council about seeking permission to ask the governor's office to waive the income criteria to qualify us for USDA funding. Funding could be sought for completion of the water project, as well as funding for the police, fire department, and others.

- A motion was made by Stephen Korn to give Dr. Shana Nicholson permission to write a letter for the mayor to sign, asking the Governor to waive the criteria for USDA funding. After a second by Karen Phillips, the motion was approved by unanimous vote.
- Discussion was held about the sidewalk in front of Bonnie Belle's Pastry. Chief Haddix reported that someone fell on the sidewalk last week and broke their leg. Black Dog Construction told the Mayor, they will replace the sidewalk in front of Bonnie Belle's for \$2875. William Benincosa motioned we award the job of replacing the sidewalk to Black Dog Construction. The motion was approved by unanimous vote following a second by Robin Newhouse.

Tammy Gwinn requested we adjourn into executive session to discuss a compensation issue.

- The meeting was adjourned into executive session for a personnel matter at 8:20PM after a motion by Stephen Korn and a second by Robin Newhouse
- The regular meeting was resumed at 8:45PM after a motion by William Benincosa and a second by Robin Newhouse.
- The building permits (attached) were approved by unanimous vote after a motion by Robin Newhouse and a second by Stephen Korn.
- The bills (attached) were approved by unanimous vote following a motion by Karen Phillips and a second by Stephen Korn.
- Karen Phillips motioned approval of the minutes of the October 23, 2012 meeting, and, after a second by Robin Newhouse, they were approved by unanimous vote.

Old Business The re-opening of McDonalds was held today with the Mayor, Recorder, Councilors Benincosa, and Newhouse in attendance.

The attorney is checking on our responsibility for the sink hole on Watson Lane (see minutes of the October 23, 2012 meeting).

New Business Councilor Benincosa asked that consideration be made about pay raises for city officials. Recorder Maxson reported that our election officials are paid less than the county workers and will propose an ordinance to align our election officials pay rate with that of Harrison County.

Police Department Report Chief Godwin says he has been working with Dr. Nicholson on grants and has found her very proficient.

Fire Department Report Chief Haddix reports that the ultimate giveaway was a huge success but all the figures are not complete. The Christmas Parade is Friday night, November 16th. The tree lighting will be Sunday night, November 21st.

Maintenance Department Report None

Treasurers Report Julia reports, we have been awarded a \$10,600 recycling grant and some training is required. Julia and Leslie will be going to Charleston on Friday for training.

Recorder Maxson advised council that Nutter Fort native, Christy Bryan-Davis is the head cheerleader coach for the Gold Cheerleader squad at WVU and should recognize for this honor.