

**Council Meeting
Nutter Fort
January 8, 2013**

The regular meeting of Nutter Fort Council, was held, Tuesday, January 8, 2013, in Council Chambers with the following members present: Stephen Korn, Barbara Gorby, William Benincosa, Karen Phillips, Mayor Nathan Rohrbough, and Recorder Sam Maxson. Absent was Councilor Robin Newhouse. Also present were: Fire Chief Jeremy Haddix, Police Chief Ron Godwin, Supervisor Jim Wolfe, Treasurer Julia Foley, Grant Writer, Dr. Shana Nicholson, and Data Technician Leslie Holbert. Guests were: Jim Link, Charlotte Link, Bruce Kidd, Leanne Spornak, and Jenalda Heflin.

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

- Karen Phillips motioned approval of a resolution (attached) authorizing the Mayor to execute a contract in the amount of \$10,000 for the NFVFD to purchase equipment. After a second by Barbara Gorby, the motion was approved by unanimous vote
- Granting of 3 requested handicapped parking spaces were approved, pending an inspection by the Police Chief and the Maintenance Supervisor, after a motion by Karen Phillips, a second by Karen Phillips, and a unanimous vote.
- The budget revision (attached) was approved by unanimous vote, following a motion by Barbara Gorby and a second by Karen Phillips.
- The building permits (attached) were approved by unanimous vote after a motion by William Benincosa and a second by Barbara Gorby. Discussion was held about one of the permits that was obtained after the work was completed. Council felt that a fine of \$50, as per ordinance, should be imposed for failing to obtain a building permit.
- The bills (attached) were approved for payment by unanimous vote, after a motion by Karen Phillips and a second by Barbara Gorby.
- Barbara Gorby motioned approval of the minutes of the December 21, 2012 meeting, and, following a second by Stephen Korn, the motion was approved by unanimous vote.

Old Business A workshop for discussion of wages of officials, sanitary board members and election workers, will be held, Tuesday, January 22, 2013 at 6:00PM prior to the regular meeting. The former Don Coe property has been sold and the new owner is making repairs. (There have been many complaints about the condition of this property in the past)

New Business Recorder Maxson reported that he and Councilor Benincosa represented the city in Charleston, on Monday, January 7, 2013 and accepted a \$80,000 sidewalk grant from the Governor.

Police Department Report Chief Godwin reports that both new officers are in the State Police Training Academy. He has been working with Grant Writer, Dr. Shana Nicholson in obtaining grants.

Fire Department Report Chief Haddix reports the Nutter Fort Fire Department assisted with the rescue and recovery efforts at the Robinson Run Mine. Some of the Fire Department equipment was damaged and their cost of replacement will be reimbursed by Consolidation Coal.

Grant writer, Dr. Shana Nicholson reports she has sent out for approval about \$47,000 in grants.

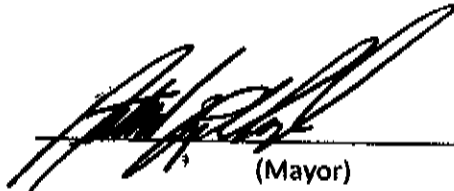
- A resolution (attached) was approved seeking funding for a skid steer tractor for the maintenance department, was approved by unanimous vote, following a motion by Stephen Korn and a second by Barbara Gorby.

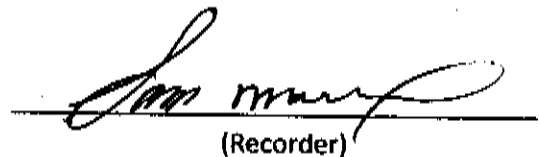
Bruce Kidd addressed council concerning the lack of good press for Nutter Fort. He stated other towns boast in the newspaper that they ended the year with a budget surplus. He thinks we need to advertise our successes. He also informed council that the Harrison County Commission will again attempt to encourage a metro style government. Kidd was re-appointed as our representative to the Chamber of Commerce.

- A motion was made at 8:10PM by William Benincosa to discuss grant discoveries. After a second by Barbara Gorby, the motion was passed by unanimous vote.

The regular meeting was resumed at 8:45PM.

- Barbara Gorby motioned adjournment at 8:48PM and Stephen Korn voiced a second.


(Mayor)


(Recorder)

Resolution

A RESOLUTION BY THE COUNCIL OF THE TOWN OF NUTTER FORT, HARRISON COUNTY, TO ACCEPT FUNDING FROM THE GOVERNOR'S COMMUNITY PARTICIPATION GRANT PROGRAM IN THE AMOUNT OF \$10,000. IN REGARD TO PROJECT #08PGP0817N.

WHEREAS, these funds will be utilized for the purchase of much needed equipment for the Nutter Fort Volunteer Fire Department;

WHEREAS, these purchases will aid in the betterment and the safety of the citizens of Nutter Fort and surrounding communities;

WHEREAS, the Town agrees to provide matching funds in the amount of \$3,200.00 to assist in these purchases;

WHEREAS, these funds will provide much needed lifesaving efforts in providing the potential to lessen the dangers for injury and death for both our responders and those in need of aid;

WHEREAS, this resolution accepts the terms and conditions required by the West Virginia Development Office and hereby authorizes Mayor Nathan T. Rohrbough to execute the application process in accordance with this request for funding,

NOW, THEREFORE, the Council of the Town of Nutter Fort does hereby approve this resolution on this the 8th day of January 2013.

Nathan T. Rohrbough – Mayor

Sam Maxson – Recorder



Resolution

A RESOLUTION BY THE MAYOR AND COUNCIL OF THE TOWN OF NUTTER FORT, HARRISON COUNTY, TO RECONIGIZE AND OFFER SUPPORT FOR THE PURSUIT OF GRANT FUNDING THROUGH THE COMMUNITY PARTICIPATION FUNDS TOWARD THE PURCHASE OF A SKID STEER LOADER.

WHEREAS, heavy snow, freezing rain and extreme cold can have a tremendous impact on individual communities of North Central, Harrison County of West Virginia including the municipality of Nutter Fort;

WHEREAS, storms in this region can last for days and the destruction of downed branches, rocks, and debris can hinder safe travel and access to water lines;

WHEREAS, the public trusts their government to provide a significant number of resources in which to enable travel upon public streets and roadways, as well as to maintain waterlines and sewer service;

WHEREAS, cleaning and maintaining areas following inclement weather as well as during normal wear and tear in areas that result in debris is an expectation for safety within the community of Nutter Fort;

WHEREAS, moving debris, ground rock, and other stone can be cumbersome and dangerous without the right equipment;

WHEREAS, having immediate access to the appropriate and safest equipment during an imminent situation can provide expedited response to water line breaks and roadway hindrances;

WHEREAS, providing the funding to purchase a skid steer loader would greatly benefit the town in achieving many of these goals and the Town of Nutter Fort is willing to provide the necessary matching funding in order to obtain these goals.

NOW, THEREFORE, the Council of the Town of Nutter Fort does hereby approve this resolution on this the 8th day of January, 2013.

Nathan T. Rohrbough – Mayor



Sam Maxson – Recorder

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12/26/12	WV Uniforms	Uniforms for police dept WV Uniforms	54.00	54.00
12/27/12	Black Dog Contracting	1/2 cost of sidewalk expense in front of 1520 Buckhannon Pike (Bonnie Belles) Black Dog Contracting	1,437.50	1,437.50
12/27/12	Prescription Pest Control	Monthly pest control service Prescription Pest Control	80.00	80.00
12/27/12	Julia Foley	Reimbursement for cell phone charges incurred from May 4, 2012 through December 3, 2012 Julia Foley	290.19	290.19
12/28/12	Jim's Service Center	State inspection on 1998 Dodge Jim's Service Center	12.00	12.00
12/28/12	Sandy's Hardware	Washers & bolts Sandy's Hardware	9.85	9.85
12/28/12	R.D. Wilson-Sons & Comp	Garbage bags, gloves, paper towels, bath tissue for shop R.D. Wilson-Sons & Company	281.21	281.21
12/28/12	Advance Auto Parts	Thermostat & gasket for 1998 Dodge Advance Auto Parts	5.98	5.98
12/28/12	Advance Auto Parts	Gear oil for red Dodge Advance Auto Parts	39.97	39.97
12/31/12	Nutter Fort Payroll Accoun	Bi-weekly waste department wages Nutter Fort Payroll Account	3,849.67	3,849.67
12/31/12	Nutter Fort Payroll Accoun	Treasurer Office bi-weekly wages Police Department bi-weekly wages Street Department bi-weekly wages Recycle Department bi-weekly wages Snow Removal wages Code enforcement wages Fire Dept. Wages Nutter Fort Payroll Account	1,847.83 7,146.44 2,745.38 342.87 453.44 338.46 1,076.92	13,951.34
12/31/12	Nutter Fort Payroll	Treasurer's Office bi-weekly FICA/Medicare Tax Police Dept. bi-weekly FICA/Medicare Tax Fire Dept. bi-weekly FICA/Medicare Tax Street Dept. bi-weekly FICA/Medicare Tax Recycle Dept. bi-weekly FICA/Medicare Tax Code Enforcement bi-weekly FICA/Medicare Tax Snow Removal FICA/Medicare Nutter Fort Payroll	139.54 539.68 81.33 207.32 25.90 25.56 34.24	1,053.57
12/31/12	Nutter Fort Payroll Accoun	Treasurer's Office share of monthly dental insurance for town employees Police Dept - Dental Insurance Street Dept. Dental Insurance Nutter Fort Payroll Account	137.27 137.27 137.25	411.79
12/31/12	Nutter Fort Payroll	Mayor - FICA/Medicare Tax Council - FICA/Medicare Tax Recorder - FICA/Medicare Tax Police Judge - FICA/Medicare Tax Nutter Fort Payroll	33.80 37.76 15.10 18.88	105.54
12/31/12	Nutter Fort Payroll Accoun	Mayor's monthly Salary Council - Monthly Salary Recorder's Monthly Salary Police Judge's Salary Nutter Fort Payroll Account	447.50 500.00 200.00 250.00	1,397.50
12/31/12	Nutter Fort Payroll Accoun	Waste account's share of monthly dental insurance for town employees Nutter Fort Payroll Account	411.79	411.79
1/2/13	Skasiks Quality Cleaners	Alterations & cleaning of uniforms for the Police Dept. for December 2012 Skasiks Quality Cleaners	338.20	338.20
1/2/13	Advance Auto Parts	Wipers, snow brush, ice shield for 204 Advance Auto Parts	38.98	38.98
1/2/13	Black Dog Contracting	Final payment for sidewalk portion located in front of Bonnie Belle's Black Dog Contracting	1,437.50	1,437.50
1/2/13	J.F. Allen Company	24.12 tons de-icing salt @ \$90.50 per ton J.F. Allen Company	2,182.86	2,182.86
			<u>40,330.96</u>	<u>40,330.96</u>

1/4/13 at 12:11:56.02

**Water Board Account
Purchase Journal
For the Period From Dec 21, 2012 to Jan 3, 2013**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

Date	Name	Line Description	Debit Amount	Credit Amount
12/21/12	Frontier	15% of monthly telephone service for all departments. Frontier	30.32	30.32
12/21/12	The Central Supply	Concrete for water break The Central Supply Company	416.99	416.99
12/21/12	Chris Magee	1/4 cost of hard drive & network adm. & troubleshooting from September through December Chris Magee	100.00	100.00
12/26/12	Chase Card Service	1/3 of Cost for Shop Room Repairs/Upgrades Chase Card Services	289.97	289.97
12/26/12	Wholesale Tire	1/3 of (4) tires for 2008 F250 Wholesale Tire	285.36	285.36
12/26/12	Wholesale Tire	1/3 of cost for (4) tires on 1998 Dodge Wholesale Tire	234.01	234.01
12/26/12	Sandy's Hardware	1/3 of cost for Insulation rolls for the maintenance dept Sandy's Hardware	28.39	28.39
12/28/12	Clarksburg Water B	Water purchased monthly -10,392,000 gallons @ \$3.00 per thousand purchased from 11/27/2012-12/27/2012 Clarksburg Water Board	31,176.00	31,176.00
12/31/12	Nutter Fort Payroll A	Bi-weekly Oper. labor Admin. wages Bi-weekly customer collection labor Nutter Fort Payroll Account	1,309.78 68.25 839.06	2,217.09
12/31/12	Nutter Fort Payroll A	Bi-weekly FICA/Medicare Tax Nutter Fort Payroll Account	167.43	167.43
12/31/12	Nutter Fort Payroll A	Water account's expense for employees monthly dental insurance Nutter Fort Payroll Account	392.86	392.86
			35,338.42	35,338.42

Approval of building permits:

Owner	Location	Description of work	Contractor (if applicable)	Estimated Cost	Notes
Doris Carter	214 Ohio Avenue	Porch replacement from storm		\$2,140.00	Work completed prior to obtaining permit
Linda Fowler	1520 Buckhannon Pike	Emergency sidewalk repair in front of building	Black Dog Contracting	\$2,875.00	Previously approved by Council
Linda Fowler	1520 Buckhannon Pike	Sidewalk replacement on parking lot side of building	Black Dog Contracting	\$2,500.00	
Doris Carter	206 Ohio Avenue	12X12 Carport	National Carports	\$948.70	
Helen Parmenter	402 West Virginia Avenue	Install furnace and duct work	Indoor Comfort	\$8,000.00	
Matthew & Nicole Romano	320 Nutter Run Road	Drywall, electric, plumbing, cabinets and flooring to finish house		\$40,000.00	
Lisa Teufel	211 Pennsylvania Avenue	Replace 4 windows	Window World	\$1,200.00	
Delores Nicholas	202 Maryland Avenue	Install Generator	Climatrol	\$7,800.00	
Howard Loudon	207 Ohio Avenue	Finish enclosing porch		\$1,500.00	
Christine Bell	600 West Virginia Avenue	Replace 15 Windows	Window World	\$4,459.00	

Explanation for Account # 378, Municipal Specific:

General Revenue Account

Purchase Journal

For the Period From Dec 21, 2012 to Jan 3, 2013

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

Date	Name	Line Description	Debit Amount	Credit Amount
12/21/12	Frontier	55% of monthly telephone service for all departments. Frontier	111.16	111.16
12/21/12	Greer Industries, Inc.	3.05 tons asphalt @ \$71.00/ton Greer Industries, Inc.	216.55	216.55
12/21/12	Amtower Auto Supply, Inc.	Headlights for garbage truck Amtower Auto Supply, Inc.	19.98	19.98
12/21/12	Advance Auto Parts	Cable ties & washer fluid for 203 Advance Auto Parts	13.98	13.98
12/21/12	Advance Auto Parts	Lug nut for police cherokee Advance Auto Parts	2.49	2.49
12/21/12	Quill Corporation	Stapler, receipt book, trash bags, ink cartridges Quill Corporation	77.25	77.25
12/21/12	WV Uniforms	Uniforms for police dept WV Uniforms	73.01	73.01
12/21/12	Bill Bailey Insurance Agen	Business Auto/Property - Renew Policy for Fire Department Bill Bailey Insurance Agency, Inc.	6,111.59	6,111.59
12/21/12	Jefferds Corporation	Safety tread for back step of garbage truck Jefferds Corporation	15.12	15.12
12/21/12	Magee, Chris	1/4 cost of hard drive & network adm. & troubleshooting from September through Magee, Chris	100.00	100.00
12/21/12	Magee, Chris	Waste Account's 1/4 cost of hard drive & network adm. & troubleshooting from September through December Magee, Chris	100.00	100.00
12/21/12	Frontier	Waste Account's 15% of monthly telephone service for all departments. Frontier	30.31	30.31
12/22/12	Meadowfill Landfill, Inc.	63.99 tons of waste @ \$45.35 per ton disposed for service period of December 1-15, 2012. Meadowfill Landfill, Inc.	2,901.97	2,901.97
12/23/12	Wex Bank	Monthly fuel expense for garbage truck for December 2012 Wex Bank	943.81	943.81
12/24/12	Sam's Club	2013 Membership dues for Mayor Nathan Rohrbough Sam's Club	37.10	37.10
12/24/12	U.S. Cellular	Monthly cell service for Mayor (\$20.00 reimbursed through payroll deduction for add on features) Monthly cell service for Police (\$120.95 reimbursed through payroll deduction for add on features) Monthly cell service for Maintenance Monthly cell service for Fire Chief (\$25.95 reimbursed through payroll deduction for add on features) U.S. Cellular	84.88 452.18 134.79 90.83	762.68
12/24/12	Nutter Fort Payroll	Waste account's bi-weekly FICA/Medicare Tax Nutter Fort Payroll	290.71	290.71
12/24/12	MonPower	Rt. 20 Traffic signal monthly charges MonPower	19.60	19.60
12/26/12	Chase Card Services	Computer Support for Microsoft Office Issues 1/3 of cost for Shop Room Repairs/Upgrades Microphones for Police Dept Maintenance Office Supplies Chase Card Services	38.00 289.96 110.00 128.48	566.44
12/26/12	Wholesale Tire, Inc.	1/3 of (4) tires for 2008 F250 Wholesale Tire, Inc.	285.36	285.36
12/26/12	Wholesale Tire, Inc.	1/3 of cost for (4) tires on 1998 Dodge Wholesale Tire, Inc.	234.02	234.02
12/26/12	Sandy's Hardware	1/3 of Insulation rolls for maintenance building Sandy's Hardware	28.39	28.39