

**Council Meeting
Nutter Fort
September 10, 2013**

The regular council meeting of Nutter Fort was held, Tuesday, September 10, 2013, in council chambers with the following members present: William Benincosa, Stephen Korn, Donald Webster, Karen Phillips, Bruce Kidd, Mayor Nathan Rohrbough, and Recorder Sam Maxson. Also present were; Police Chief Ron Godwin, Assistant Maintenance Supervisor Jerry Riley, and Treasurer Julia Foley, Absent was Fire Chief Jeremy Haddix who was on vacation. Guests were: Jim Link, Charlotte Link, Barbara Gorby, Jamie Pyles, Linda Blake, and Arthur Rohrbough.

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

The Mayor reported that Jerry Forinash does not want to be appointed to the Urban Renewal Authority, so a new candidate must be proposed.

The Mayor updated council on the properties at 1405 and 1405 ½ Buckhannon Pike that we have purchased. He said although one demo contractor had verbally agreed to raze each of the 2 houses on that property, 2 other contractors are interested, so he suggested these demo projects be put out for bid. Council agreed and suggested a pre-bid meeting with the potential bidders to determine the effect on the bids if some of the materials inside are retained by the city. He told council that on his walk thru, he saw several items that could be sold.

- Bruce Kidd motioned approval of the building permits (attached), and, after a second by Karen Phillips, they were approved by unanimous vote.
- Payment of the bills (attached), was approved by unanimous vote following a motion by Karen Phillips and a second by Bruce Kidd.
- Stephen Korn motioned approval of the August 27, 2013 meeting. The motion was approved by unanimous vote after a second by Karen Phillips.

Old Business: Discussion was held concerning the damage done to the new maintenance truck by the vendor who installed the safety lights (see July 23, 2013 minutes). In the response letter from the vendor, it was stated our employee who picked up the truck "signed off" on the job and felt that was binding. After considerable discussion, council felt the mayor should contact the vendor one more time and asked for re-imbursement for our cost to have the truck repaired. Council did not feel we need to spend any more money on legal fees.

New Business: The mayor told council he has counted and recorded 25 street lights in town that are not working and we are paying a monthly fee for lights not operating. Karen Phillips said there are 2 lights close her home that are not working properly. The mayor will contact the power company and have these repaired. The mayor also reported that a new finger print recognition lock has been installed on the water board office door. The cost of this lock was around \$168.

The mayor told council he has received a letter of thanks from the Bi-Nutrition Center for hosting the fundraising Zumba session and for advertising on our LED sign.

Chief of Police Report: Chief Godwin said he has installed one of these fingerprint locks on the front door of the police department and is going to install 2 more on the other doors. He also told council that he has ordered a new 48 gun safe. This, in addition to the other safes, will better safeguard their weapons and evidence.

Maintenance Supervisor's Report: No report

Fire Chief's Report: Chief Haddix is on vacation

Treasurer's Report: The audit of the books by Perry and Associates is complete and they found no problems. The auditors have offered to do a conference with council to explain the audit report. A time and date will be set. She also said that the Harrison County Health Department will be coming here giving flu shots to staff that are interested.

Public's Comments Arthur Rohrbough asked that we do something about the vacant Go-Mart property at the corner of Buckhannon Pike and Pennsylvania Ave. He feels this is an eyesore and needs the parking lot repaved. He was told that we have made considerable effort to do so, but this is private property and there is not a lot we can do. The mayor told him that he would meet with the code enforcement officer and see if there was anything that could be done. Mr. Rohrbough suggested asking the owner if they would donate the property to the city for public use.

Linda Blake addressed council about the property at 700 Pennsylvania Ave. She said that the grass was cut following her earlier complaint, but needs cut again.

The meeting was adjourned at 8:02PM after a motion by Karen Phillips and a second by Donald Webster.

(Mayor)

(Recorder)

Approval of building permits:

Owner	Location	Description of work	Contractor (if applicable)	Estimated Cost	Notes
Dave Nuzum	208 Pennsylvania Avenue	Replace footer drains on one side of house		\$2,035.00	
Dale Sutton	513 Kentucky Avenue	Roof porches		\$250.00	
Leanna Spornak	510 Indiana Avenue	Install corner fence		\$250.00	
Art Rohrbough	308 Thomas Avenue	Siding	Danny Church	\$1,550.00	
Christopher Smith	513 Michigan Avenue	Replace meter box		\$0	Meter box was donated. Paid a permit fee of \$10.00 & an electrical inspection fee of \$50.00
John Romano	1408 Buckhannon Pike	Replace plumbing in bathroom		\$1800.00	
Brad Beverlin	511 Pennsylvania Avenue	Replace roofing - adding rubberized roofing		\$3500.00	

General Revenue Account
Purchase Journal

For the Period From Aug 24, 2013 to Sep 6, 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
8/24/13	Gall's Inc.	Uniforms for Unit 210 - Schuessler Gall's Inc.	224.40	
8/24/13	Gall's Inc.	Uniforms for Unit 210 - Schuessler Gall's Inc.	99.98	224.40
8/24/13	Frontier	55% of monthly telephone service for all departments. Frontier	113.72	99.98
8/24/13	Roger Bolyard	Tanker 7 pump testing Roger Bolyard	585.50	113.72
8/24/13	Roger Bolyard	Pumper testing Roger Bolyard	476.50	585.50
8/24/13	Harrison Co. Chamber of	2013 Membership Investment - September 2013 thru September 2014 Harrison Co. Chamber of Commerce	180.00	476.50
8/24/13	Shawn's Autobody Works	Supplement for damages to 2009 Ford Crown Vic Shawn's Autobody Works	290.03	180.00
8/24/13	Wex Bank	Monthly fuel expense for garbage truck for August 2013 Wex Bank	1,178.61	290.03

8/24/13	Lexis Nexis	WV Criminal & Traffic Law Manuals Lexis Nexis	115.64	115.64
8/24/13	Bill Bailey Insurance Agen	Fire Dept insurance installment Bill Bailey Insurance Agency, Inc.	6,467.00	6,467.00
8/24/13	Perry & Associates, CPA's	Fire department audit accounting services Perry & Associates, CPA's	1,700.00	1,700.00
8/24/13	R.D. Wilson-Sons & Comp	55 Gal Drum Weed Killer R.D. Wilson-Sons & Company	1,187.50	1,187.50
8/24/13	R.D. Wilson-Sons & Comp	1/4 cost of bottled water - street R.D. Wilson-Sons & Company	24.45	24.45
8/24/13	Prescription Pest Control	Monthly pest control service Prescription Pest Control	80.00	80.00
8/24/13	Whaley Distributing Comp	Cleaners Whaley Distributing Company	47.71	47.71
8/24/13	Jefferds Corporation	2 yard dumpster for Price's Garage (new), 8 yard dumpster for NF Grade School (replacement), 8" swivel casters Jefferds Corporation	2,419.42	2,419.42
8/24/13	Frontier	Waste Account's 15% of monthly telephone service for all departments. Frontier	31.01	31.01
8/24/13	R.D. Wilson-Sons & Comp	1/4 cost of bottled water - waste R.D. Wilson-Sons & Company	24.45	24.45
8/24/13	Dell Marketing L.P.	Color laser printer for Town Hall Dell Marketing L.P.	519.99	519.99
8/26/13	Nutter Fort Payroll Account	Bi-weekly waste department wages Nutter Fort Payroll Account	3,463.60	3,463.60
8/26/13	Chase Card Services	Cell phone & case for Police Chief (2) Pistol Mag Cases with Inserts Cell phone case for Maintenance Supervisor Lawnmower blades (3) Security Door Handles - Fire Dept (1) Security Door Handle - Town Hall Fuel for Assistant Maint Supervisors Truck Flowers for Town Hall Chase Card Services	159.98 47.27 59.99 55.40 505.44 168.48 103.12 95.68	1,195.56
8/26/13	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 Police Special Duty bi-weekly FICA/Medicare Tax	130.54 440.85 91.28 284.26 41.35 27.58 11.44	1,027.10
8/26/13	Nutter Fort Payroll Account	Treasurer Office bi-weekly wages Police Department bi-weekly wages Street Department bi-weekly wages Recycle Department bi-weekly wages Treasurer insurance opt out Code enforcement wages Fire Department bi-weekly wages Fire Dept insurance opt out Police Special Duty bi-weekly wages Nutter Fort Payroll Account	1,503.39 5,918.72 3,818.51 555.32 250.00 370.46 1,100.96 125.00 153.60	13,795.96
8/26/13	Nutter Fort Payroll	Waste account's bi-weekly FICA/Medicare Tax Nutter Fort Payroll	257.86	257.86
8/27/13	Rush Tire	Rotate tires & change wheel stud on Police Jeep Rush Tire	40.00	40.00
8/27/13	Advance Auto Parts	Lug nuts for Police Jeep Advance Auto Parts	4.98	4.98
8/28/13	United Bankcard Center	1/4 cost of office supplies ordered from Quill ICC Membership Help wanted ad in Barbour Democrat for Police Officer Quickbooks conversion support United Bankcard Center	135.12 125.00 179.19 53.00	492.31
8/28/13	Perry & Associates, CPA's	50% Audit Accounting Services - General Perry & Associates, CPA's	2,650.00	2,650.00
8/28/13	MonPower	LED traffic lights - Rt. 20 Traffic Lights/Rt 20 & Pennsylvania Caution Light - Buckhannon Pike MonPower	17.28 18.57 9.64	45.49
8/28/13	United Bankcard Center	1/4 cost of office supplies ordered from Quill - Waste United Bankcard Center	135.12	135.12
8/28/13	Perry & Associates, CPA's	8% Audit Accounting Services - Waste	424.00	

8/29/13	The Shinnston & Harrison	Classified advertisement for police officer week of 8/29/2013-9/4/2013 The Shinnston & Harrison Co. Journal	56.00	56.00
8/29/13	Glenville Democrat/Pathfin	Help wanted ad for police officer week of 8/29/2013 Glenville Democrat/Pathfinder	54.00	54.00
8/29/13	Pullin, Fowler, Flanagan, B	July 2013 Legal Services - .90 hrs @ \$175/hour - FUBAR Enterprises Pullin, Fowler, Flanagan, Brown & Poe	157.50	157.50
8/30/13	Town Police Supply	Digital (4) second firings Taser air single shots - 21' range field Freight Town Police Supply	79.90 344.25 13.00	437.15
8/30/13	Frank Mano Jr.	Filters & Oil for Police Dept Frank Mano Jr.	140.30	140.30
8/31/13	Ritchie Gazette	Help wanted ad for police officer Ritchie Gazette	42.75	42.75
8/31/13	Clarksburg Exponent/Tele	Help wanted block ad for police officer Clarksburg Exponent/Telegram	285.36	285.36
8/31/13	Clarksburg Asphalt Compa	15.01 tons of wearing asphalt at \$71/ton Clarksburg Asphalt Company	1,065.71	1,065.71
9/1/13	Meadowfill Landfill, Inc.	85.67 tons of waste @ \$45.35 per ton disposed for service period of 8/16/13-9/31/13. Meadowfill Landfill, Inc.	3,885.18	3,885.18
9/1/13	Brickstreet Mutual Insuran	Worker's Compensation Installation FY 13/14 - Police Worker's Compensation Installation FY 13/14 - Maintenance Worker's Compensation Installation FY 13/14 - Treasurer Worker's Compensation Installation FY 13/14 - Recycle	343.48 124.90 143.64 12.48	
		Brickstreet Mutual Insurance Co.		624.50
9/1/13	Brickstreet Mutual Insuran	Worker's Compensation Installation FY 13/14 - Waste Brickstreet Mutual Insurance Co.	624.50	624.50
9/3/13	Commercial Insurance	55% of 2nd Qtr Package Installment on property & liability insurance Commercial Insurance	4,622.75	4,622.75
9/3/13	Fleet Pride	D-2 governor for garbage truck Fleet Pride	18.94	18.94
9/3/13	Fleet Pride	Male elbow for garbage truck Fleet Pride	8.15	8.15
9/3/13	Commercial Insurance	15% of 2nd Qtr Package Installment on property & liability insurance - waste Commercial Insurance	1,260.75	1,260.75
9/4/13	MonPower	Monthly charge for street lighting MonPower	1,498.65	1,498.65
9/4/13	Foodlion of Nutter Fort	Bath tissue, tall kitchen bags, cleaning supplies Foodlion of Nutter Fort	42.51	42.51
9/5/13	State Treasurer's Office	Monthly CVRF Collections Monthly LETF Collections Monthly Regional Jail Fee Collections Monthly Community Corrections Collections State Treasurer's Office	120.22 30.08 488.85 150.28	789.43
			54,912.02	54,912.02

9/6/13 at 10:54:00.09

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Water Board Account Purchase Journal

For the Period From Aug 24, 2013 to Sep 6, 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
8/24/13	Frontier	15% of monthly telephone service for all departments. Frontier	31.01	31.01
8/24/13	R.D. Wilson & Company	1/4 cost of bottled water R.D. Wilson & Company	24.45	24.45
8/24/13	Advance Auto Parts	Brake lines - water truck Advance Auto Parts	48.79	48.79
8/26/13	Nutter Fort Payroll Accou	Bi-weekly Oper. labor Bi-weekly transmission line repair Bi-weekly customer collection labor Nutter Fort Payroll Account	1,397.62 99.20 1,090.71	2,587.53
8/28/13	Chase Card Services	Food & Supplies for WVRWA Class Chase Card Services	96.00	96.00
8/28/13	Nutter Fort Payroll Accou	Bi-weekly FICA/Medicare Tax Nutter Fort Payroll Account	192.64	192.64
8/28/13	Clarksburg Water Board	Water purchased monthly - 10,907,000 gallons @ \$3.00 per thousand purchased from 7/29/2013-8/28/2013 Clarksburg Water Board	32,721.00	32,721.00
8/28/13	United Bankcard Center	1/4 cost of office supplies ordered from Quill United Bankcard Center	135.12	135.12
8/28/13	Perry & Associates, CPA	18% Audit Accounting Services Perry & Associates, CPA's	848.00	848.00

	Brickstreet Mutual Insura	Worker & Compensation Installation FY 13/14 - Water	624.50	
		Brickstreet Mutual Insurance Co.		624.50
9/1/13	Clarksburg Water Board	Monthly bacteriological exam report for PWSID #3301717	42.00	
		Clarksburg Water Board		42.00
9/3/13	WV Municipal Bond Com	Monthly water bond revenue obligation	3,928.67	
		WV Municipal Bond Commission Revenue		3,928.67
9/3/13	Commercial Insurance	15% of 2nd Qtr Package Installation on property & liability Insurance	1,260.75	
		Commercial Insurance		1,260.75
			42,540.46	42,540.46

9/5/13 at 08:41:14.81

Special Fire Levy Account

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Purchase Journal

For the Period From Aug 24, 2013 to Sep 6, 2013

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
8/28/13	706-24 Fire - Audit Costs Cash Basis	70665	5% Audit Accounting Services Perry & Associates, CPA's	265.00	
					265.00
				265.00	265.00

9/5/13 at 08:39:26.29

Coal Severance Fund

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Purchase Journal

For the Period From Aug 24, 2013 to Sep 6, 2013

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

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
8/28/13	418-24 City Auditor, Audit Costs Cash Basis	70665	5% Audit Accounting Services Perry & Associates, CPA's	265.00	
					265.00
				265.00	265.00

