

**Council Meeting
Nutter Fort
September 24, 2013**

The regular meeting of council was held, Tuesday, September 24, 2013, in council chambers, with the following members present; Stephen Korn, Donald Webster, William Benincosa, Bruce Kidd, Mayor Nathan Rohrbough, and Recorder Sam Maxson. Absent was councilor Karen Phillips. Also present were Assistant Supervisor Jerry Riley, Police Chief Ron Godwin, and Treasurer Julia Foley. Guests were Jim Link, Charlotte Link, Leanna Spornak, and David Garvin.

The meeting was called to order at 7:30PM after prayer led by councilor Beninsosa followed by the pledge of allegiance.

Council agreed to meet, Tuesday, October 29, 2013, at 11:00 AM with auditing firm Perry and Associates to hear an explanation of the recently completed audit. They will also answer any questions we have. Lunch will be served.

A request for bids for asbestos testing (see attached) of the properties at 1405 and 1405 ½ Buckhannon Pike will be placed in the local newspaper.

Discussion was held about a possible vacant building registration ordinance. Discussed was the ordinance being considered by the city of Clarksburg (attached) Questions arose as to if this was retro-active. The answer to this question will be sought and an ordinance written and presented for consideration at the next meeting.

- Bruce Kidd motioned approval of the building permits (attached) and, after a second by Stephen Korn, they were approved by unanimous vote.
- The bills (attached) were approved for payment by unanimous vote following a motion by Bruce Kidd and a second by Sam Maxson.
- The minutes of the September 10, 2013 meeting were approved by unanimous vote following a motion by Stephen Korn and a second by Bruce Kidd.

Old Business Chief Godwin has left a message with the vendor who did damage to the new maintenance pickup truck while installing lights, (see minutes of July 23, 2013) asking for reimbursement of repair costs, but has not had a return call.

The mayor has contacted Mon Power about the 27 street lights not working (see September 10, 2013 minutes) and they have started repairing them.

Street paving will be done in the spring since it is too late this season.

New Business The mayor suggested we invite the three Nutter Fort firefighters and their families that performed an ocean rescue while on vacation at Myrtle Beach, and present them with an award.

Chief's Report Chief Godwin reports that the new gun storage safe is now in his office and should, in addition to the other safes, provide security for guns and evidence.

Maintenance Department report None

Fire Chief's report Chief Haddix was not present, but the mayor reported the ticket sales for the Ultimate Giveaway was going well and the fire department will be selling tickets at the Hunting and Fishing Expo at Stonewall Jackson State Park this weekend.

Treasurer's Report Treasurer Foley reports that there will be a training session for municipal officials at the Bridgeport Convention Center, Tuesday, October 17.

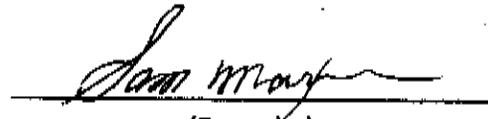
She also stated that fire chief Haddix has suggested that, in lieu of the Christmas parade, a celebration be held all day with vendors, entertainment and the Christmas tree lighting.

Public's Comment Dave Garvin told council that the landlord has evicted his neighbor and now the traffic has dropped drastically in his area.

Jim Link asked for a copy of the ordinance concerning vacant properties and was given one.

The meeting was adjourned at 8:06PM after a motion by Bruce Kidd and a second by Stephen Korn.


(Mayor)


(Recorder)

**ADVERTISEMENT FOR BIDS
TOWN OF NUTTER FORT
FOR
ASBESTOS SAMPLING AND TESTING OF STRUCTURES**

Sealed bids will be received by the Town of Nutter Fort for the asbestos sampling and testing of structures until 4:00pm on October 8, 2013 at the Town of Nutter Fort Municipal Building, 1415 Buckhannon Pike. Bids will be publicly opened and read aloud at the Nutter Fort Town Council Meeting on October 8, 2013 starting at 7:30pm.

All sampling and testing must be performed in accordance with the WV Division of Health, OSHA Asbestos Construction Standards and EPA Asbestos Guidelines. The contract will be awarded to the lowest cost responsible bidder. The description of the contract more specifically;

Contract 1 – Asbestos Sampling and Testing of Single Structure

Bid Item #1 1405 & 1405 ½ Buckhannon Pike

Upon award and signing of the contract the successful contractor will have thirty (30) calendar days to complete the project. Bids received after the scheduled closing time for the reception of Bids will be returned unopened to the Bidders.

Town of Nutter Fort

By Nathan Rohrbough
Title Mayor
Date 9/19/2013

Approval of building permits:

Owner	Location	Description of work	Contractor (if applicable)	Estimated Cost	Notes
Jim & Brenda Riley	506 Maryland Avenue	Replace gas line		\$200.00	
Roger & Mary Hurst	318 Indiana Avenue	Remodel bathroom		\$2,000.00	
Don Tappan	418 Washington Street	Application for Use & Occupancy		N/A	Approved 09/09/13
Ermet Hopkins	509 Pennsylvania Avenue	Chain link fence		\$500.00	
Wolfe Rentals	501 & 503 Maryland Avenue	Replace 3 windows and porch repairs		\$2,000.00	

**General Revenue Account
Purchase Journal**

For the Period From Sep 7, 2013 to Sep 20, 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
9/7/13	U.S. Cellular	Monthly cell service for Mayor (\$20.00 reimbursed through payroll deduction for add on features)	84.88	
		Monthly cell service for Police (\$120.95 reimbursed through payroll deduction for add on features)	410.42	
		Monthly cell service for Maintenance	234.78	
		Monthly cell service for Fire Chief (\$25.95 reimbursed through payroll deduction for add on features)	90.83	
		U.S. Cellular		820.91
9/7/13	Gall's Inc.	Cargo uniform pants for Unit 210 - Schuessler Gall's Inc.	123.98	123.98
9/7/13	A.C. Moore	Fall decorations for Town Hall A.C. Moore	107.77	107.77
9/7/13	Jim's Service Center	Brake and rotor replacement on 2012 Dodge Charger - Cruiser #204 Jim's Service Center	459.30	459.30
9/7/13	Super America Group, Inc.	Police Department monthly fuel expense	1,771.16	
		Fire Department monthly fuel expense	889.53	
		Maintenance Department monthly fuel	340.50	

9/13/13	City of Nutter Fort	55% of monthly water and sewer service for all departments City of Nutter Fort	142.69	142.69
9/13/13	WV GIS Technical Center	ESRI ArcGIS Training - Introduction to GIS for Tyler McHenry on 10/23 & 10/24/2013 WV GIS Technical Center	370.00	370.00
9/13/13	City of Nutter Fort	Waste Account - 15% of monthly water and sewer service for all departments City of Nutter Fort	38.91	38.91
9/13/13	Dominion Hope Gas	Waste account - 15% of monthly budget amount Dominion Hope Gas	68.47	68.47
9/13/13	Payroll Account of Nutter F	Waste Account - Employer share of monthly Pension Payroll Account of Nutter Fort	755.85	755.85
9/15/13	Clarksburg Asphalt Compa	3,04 tons of wearing asphalt at \$71 per ton Clarksburg Asphalt Company	215.84	215.84
9/16/13	Waste Management	69.38 ton of waste @ \$45.35 per ton disposed for service period of September 1-15, 2013. Waste Management	3,146.43	3,146.43
9/16/13	Sandy's Hardware	Drill bits Sandy's Hardware	22.99	22.99
9/16/13	Advance Auto Parts	Washer fluid for police cruisers Advance Auto Parts	7.68	7.68
9/17/13	Sandy's Hardware	Chain and bolt cutters Sandy's Hardware	30.87	30.87
9/17/13	Quill Corporation	1/4 cost of office supplies - time cards, file folders, post-it notes Quill Corporation	29.71	29.71
9/17/13	Quill Corporation	1/4 cost of file storage drawers Quill Corporation	26.25	26.25
9/17/13	Quill Corporation	1/4 cost of office supplies - time cards, file folders, post-it notes - Wwaste Quill Corporation	29.70	29.70
9/17/13	Quill Corporation	1/4 cost of office supplies - time cards, file folders, post-it notes - Waste Quill Corporation	26.24	26.24
9/18/13	State Equipment, Inc.	Backhoe parts (service kit, spring, fuel conditioner) State Equipment, Inc.	431.12	431.12
			<u>83,199.83</u>	<u>83,199.83</u>

9/20/13 at 11:46:32.28

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**Water Board Account
Purchase Journal**

For the Period From Sep 7, 2013 to Sep 20, 2013

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
9/7/13	West Virginia Dept. of En	Groundwater protection fee WVNPDES Annual Permit Fee West Virginia Dept. of Env. Protection	25.00 250.00	275.00
9/7/13	SuperAmerica Group	Share of monthly fuel expense. SuperAmerica Group	444.68	444.68
9/7/13	Rossman & Co./PCB	Collection fees on write off accounts Rossman & Co./PCB	3.76	3.76
9/7/13	R.D. Wilson & Company	1/4 cost of gloves and spray aerosols R.D. Wilson & Company	56.75	56.75
9/7/13	Airgas-Mid America	1/4 cost of cylinder rentals Airgas-Mid America	39.35	39.35
9/7/13	Miss Utility of West Virgi	Monthly fax service notification Miss Utility of West Virginia	10.00	10.00
9/9/13	Nutter Fort Payroll Accou	Bi-weekly Oper. labor Bi-weekly meter reading labor Bi-weekly customer collection labor Nutter Fort Payroll Account	1,716.52 198.40 1,388.90	3,303.82
9/9/13	MonPower	15% of electric bill for all buildings MonPower	145.01	145.01
9/9/13	Nutter Fort Payroll Accou	Water account's expense for employees monthly dental insurance Nutter Fort Payroll Account	376.35	376.35
9/9/13	Nutter Fort Payroll Accou	Bi-weekly FICA/Medicare Tax Nutter Fort Payroll Account	249.60	249.60
9/9/13	Nutter Fort Payroll Accou	Bi-Weekly Officials FICA/Medicare Expense Nutter Fort Payroll Account	11.48	11.48
9/9/13	Payroll Account - Town o	Monthly expense for health insurance Payroll Account - Town of Nutter Fort	1,738.24	1,738.24
9/9/13	Payroll Account - Town o	RHBT - Monthly remittance Payroll Account - Town of Nutter Fort	660.00	660.00
9/9/13	Nutter Fort Payroll Accou	Mayor's monthly salary expense Nutter Fort Payroll Account	150.00	150.00
9/11/13	Time Warner Cable	15% charge for monthly road runner internet service for all departments Time Warner Cable	13.63	13.63
9/13/13	Dominion Hope	15% of monthly budgeted amount for all departments Dominion Hope	68.47	68.47
9/13/13	Payroll Account of Nutter	Employer share of monthly Pension Payroll Account of Nutter Fort	961.98	961.98

2013 Budget for August 2013			98.63	
9/7/13	MonPower	Ohio Avenue Playground Lighting MonPower	22.83	22.83
9/7/13	MCM Business Systems	Monthly copier maintenance fee MCM Business Systems	46.87	46.87
9/7/13	Lowes Home Centers	Mums for Town Hall Lowes Home Centers	46.56	46.56
9/7/13	Sandy's Hardware	Caution tape & rope Sandy's Hardware	11.98	11.98
9/7/13	Sandy's Hardware	Hex bolts Sandy's Hardware	0.90	0.90
9/7/13	Glenville Democrat/Pathfin	Help wanted ad for police officer week of 9/5/2013 Glenville Democrat/Pathfinder	54.00	54.00
9/7/13	Rossman & Co./PCB	Ticket collection fees on write off accounts Rossman & Co./PCB	398.80	398.80
9/7/13	Weston Democrat, Inc.	Help wanted ad for police officer week of 8/28/2013 Weston Democrat, Inc.	44.70	44.70
9/7/13	FSW Restaurant Supplies	Trash can for Town Hall FSW Restaurant Supplies & Equipment	38.68	38.68
9/7/13	Perry & Associates, CPA's	Preparation of audit & not-for-profit income taxes - Fire Dept Perry & Associates, CPA's	3,000.00	3,000.00
9/7/13	R.D. Wilson-Sons & Comp	1/4 cost of gloves and spray aerosols R.D. Wilson-Sons & Company	56.76	56.76
9/7/13	Harrison Co. Recycling Ce	Monthly recycling fees - August 2013 Harrison Co. Recycling Center	31.25	31.25
9/7/13	Airgas Mountian States	1/4 cost of cylinder rentals Airgas Mountian States	39.36	39.36
9/7/13	Harrison Co. Commission	9 dog boarding days, 1 euthanasia fee Harrison Co. Commission	23.00	23.00
9/7/13	Hughes Supply	Catch basin materials for repairs on Pennsylvania Avenue Hughes Supply	262.64	262.64
9/7/13	Hughes Supply	Catch basin materials for repairs on Pennsylvania Avenue Hughes Supply	165.74	165.74
9/7/13	Hughes Supply	Catch basin materials for repairs on Pennsylvania Avenue Hughes Supply	262.64	262.64
9/7/13	Waterway	9534 foot of hose @ \$.23 per foot Waterway	2,192.82	2,192.82
9/7/13	R.D. Wilson-Sons & Comp	1/4 cost of gloves and spray aerosols - waste R.D. Wilson-Sons & Company	56.76	56.76
9/7/13	Airgas Mountian States	1/4 cost of cylinder rentals - waste Airgas Mountian States	39.35	39.35
9/9/13	Nutter Fort Library	Quarterly budget amount Nutter Fort Library	5,000.00	5,000.00
9/9/13	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 wages Nutter Fort Payroll Account	1,208.12 7,084.26 3,189.47 361.62 250.00 370.46 1,100.96 125.00 220.68	13,910.57
9/9/13	Town of Nutter Fort Payroll	Monthly Health Ins. - Recycle Department Monthly Health Ins. - Treasurer's Office Monthly Health Ins. - Police Department Monthly Health Ins. -Street Department Monthly Health Ins. - Fire Department Town of Nutter Fort Payroll Acct.	74.70 896.71 3,362.70 3,138.46 597.81	8,070.38
9/9/13	Hughes Supply	Catch basin materials for repair on Pennsylvania Avenue Hughes Supply	404.36	404.36
9/9/13	MonPower	55% of monthly electric service for all departments MonPower	531.69	531.69
9/9/13	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	110.20 535.52 92.67	

		Street Dept. bi-weekly FICA/Medicare Tax	241.10	
		Recycle Dept. bi-weekly FICA/Medicare Tax	27.35	
		Code Enforcement bi-weekly FICA/Medicare Tax	28.00	
		Police Special Duty bi-weekly FICA/Medicare Tax	16.68	
		Nutter Fort Payroll		1,051.52
9/9/13	Town of Nutter Fort Payroll	Monthly RHBT - Treasurer's Office expense	153.52	
		Monthly RHBT - Recycle Department expense	13.35	
		Monthly RHBT - Police Department expense	359.63	
		Monthly RHBT - Street Department expense	133.50	
		Town of Nutter Fort Payroll Account		660.00
9/9/13	Nutter Fort Payroll Account	Treasurer's office expense for monthly dental insurance	94.09	
		Police Department's expense for monthly dental insurance	94.09	
		Street Department's expense for monthly dental insurance	94.09	
		Fire Department's expense for monthly dental insurance	94.08	
		Nutter Fort Payroll Account		376.35
9/9/13	Nutter Fort Payroll	Mayor - FICA/Medicare Tax	41.58	
		Council - FICA/Medicare Tax	68.54	
		Recorder - FICA/Medicare Tax	22.68	
		Police Judge - FICA/Medicare Tax	18.90	
		Nutter Fort Payroll		151.70
9/9/13	Nutter Fort Payroll Account	Mayor's monthly Salary	550.00	
		Council - Monthly Salary	906.75	
		Recorder's Monthly Salary	300.00	
		Police Judge's Salary	250.00	
		Nutter Fort Payroll Account		2,006.75
9/9/13	Town of Nutter Fort Payroll	Monthly Health Ins. - Waste Account	1,365.76	
		Town of Nutter Fort Payroll Account		1,365.76
9/9/13	Town of Nutter Fort Payroll	Monthly RHBT - Waste Department share	660.00	
		Town of Nutter Fort Payroll Account		660.00
9/9/13	Nutter Fort Payroll Account	Waste account's share of employees monthly dental insurance	376.35	
		Nutter Fort Payroll Account		376.35
9/9/13	Nutter Fort Payroll	Waste Account Official's FICA/Medicare monthly expense	3.83	
		Nutter Fort Payroll		3.83
9/9/13	Nutter Fort Payroll Account	Waste Account - Officials monthly salary	50.00	
		Nutter Fort Payroll Account		50.00
9/9/13	MonPower	Waste account - 15% of monthly charge for electric service for all departments.	145.00	
		MonPower		145.00
9/10/13	Appalachian Tire Products,	(4) Tires for Fire Unit 71	2,159.04	
		Appalachian Tire Products, Inc		2,159.04
9/10/13	Nutter Fort Payroll Account	Bi-weekly waste wages	3,467.78	
		Nutter Fort Payroll Account		3,467.78
9/10/13	Nutter Fort Payroll	Waste account FICA/Medicare Tax	262.10	
		Nutter Fort Payroll		262.10
9/11/13	Jim's Service Center	Replace oil filter, top off all fluids, replace right lower strut rod and left upper control arm, replaced engine air filter and cabin air filter	475.06	
		Jim's Service Center		475.06
9/11/13	Time Warner Cable-SWO	55% of monthly charge for road runner Internet service	49.97	
		Time Warner Cable-SWO Division		49.97
9/11/13	Sandy's Hardware	Materials to place lock on dumpster	10.60	
		Sandy's Hardware		10.60
9/11/13	Advance Auto Parts	Replacement bulbs for cruiser #201	9.98	
		Advance Auto Parts		9.98
9/11/13	Time Warner Cable-SWO	Waste Account - 15% of monthly charge for road runner Internet service	13.61	
		Time Warner Cable-SWO Division		13.61
9/12/13	WV Dept. of Transportatio	2012 Sidewalk Transportation Enhancement Project matching funds	20,000.00	
		WV Dept. of Transportation		20,000.00
9/12/13	Glenville Democrat/Pathfin	Help wanted block ad for police officer - week of 9/12/13	54.00	
		Glenville Democrat/Pathfinder		54.00
9/13/13	International Assoc. of Law	Chief Godwin 2013/2014 Renewal	55.00	
		International Assoc. of Law Enforcement		55.00
9/13/13	Foodlion of Nutter Fort	Tissues & coffee	21.47	
		Foodlion of Nutter Fort		21.47
9/13/13	Dominion Hope Gas	55% of monthly budget for all departments - general	251.08	
		Fire dept usage	296.50	
		Dominion Hope Gas		547.58
9/13/13	Payroll Account of Nutter F	Mayor - Employer share of monthly Pension	142.58	
		Council - Employer share of monthly Pension	194.43	
		Recorder - Employer share of monthly Pension	77.77	
		Treasurer's office - Employer share of monthly Pension	730.17	
		Police Department - Employer share of monthly Pension	2,153.37	
		Police Judge - Employer share of monthly Pension	64.81	
		Street Department - Employer share of monthly Pension	839.89	
		Recycle Department - Employer share of	67.91	

9/13/13	City of Nutter Fort	15% charge for monthly water and sewer service for all departments City of Nutter Fort	38.91	38.91
9/17/13	Quill Corporation	1/4 cost of office supplies - time cards, file folders, post-it notes Quill Corporation	29.70	29.70
9/17/13	Quill Corporation	1/4 cost of file storage drawers Quill Corporation	26.25	26.25
9/17/13	Clarksburg Water Board	Monthly bacteriological exam report for PWSID #3301717 Clarksburg Water Board	42.00	42.00
			8,644.98	8,644.98