Council Meeting
Nutter Fort
June 24, 2014

The regular council meeting of Nutter Fort was held, Tuesday, June 24, 2014, 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; Maintenance Supervisor Jim Wolfe, Police Chief Ron Godwin, Fire Chief Jeremy Haddix, and Treasurer Julia Foley. Guests attending were; Barbara Gorby, Jim Link, Charlotte Link, Dave Garvin, Janet Conrad, Peg Holmes, Dennis Dutchess, Mark Conrad, Kathy Paeal, and Shirley Sheets.

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

The yard of the month award was presented to Shirley Sheets for her outstanding performance in the upkeep of her property. Assisting the Mayor in the presentation were beautification committee members, Janet Conrad, Peg Holmes, and Barbara Gorby.

- William Benincosa motioned approval, on the 2nd reading, which would grant an employee wage increase, effective June 30, 2014. After a second by Donald Webster, the motion was approved by unanimous vote.

- The building permits (attached) were passed by unanimous vote following a motion by Donald Webster and a second by Karen Phillips.

- The accounts receivable (bills) were approved after a motion by Karen Phillips, a second by Bruce Kidd and a unanimous vote.

- Karen Phillips motioned approval of the minutes from the June 10 2014 and the June 16, 2014 meetings. After a second by Stephen Korn, the motion was approved by unanimous vote.

Old Business The mayor told council there will be no 4th of July fireworks in the park this year. An agreement could not be reached with the Clarksburg Park Board.
The mayor will ask the code enforcement officer to attend the next meeting to make his report and to answer questions.

New Business A business license application was approved for Joy Missions International after it was explained by Treasurer Foley, who talked with Joy Missions, that they provide musical instruction and these instructions are mainly held in churches. The license was approved by unanimous vote, after a motion by William Benincosa and a second by Karen Phillips.

Police Chief's Report Chief Godwin reported training has been completed by the officers that is due in July. He also reported that new officers Golden and Bartlett will be attending the police academy in September.

Fire Chief's Report Chief Haddix told council he has had several complaints of brush burning. He said most of the complaints come from burning in the Route 98 area. He said as long as permits are obtained and rules are followed, this burning is legal.

Maintenance Supervisor's Report Supervisor Wolfe reports that the annual paving project is nearly 50% completed.

Treasurer's Report Treasurer Foley reports that administrative assistant, Tyler McHenry, has submitted her resignation, effective August 8, 2014. She plans to return to school. She has offered to work part time as her schedule allows.

Public's Comments Dennis Dutchess complained of extremely high grass around a garage at 314 Ohio Ave. He also stated the garage is leaning and the metal roof on the house's back porch is loose and

Does your business pay franchise fees, royalties or management fees? Yes ___ No X

If yes, complete the following:

Fees paid to: _____

Business address: _____

Contact person & telephone #: _____

Amount of fee: $ _____

K. If nonprofit, do you have a 501 C exemption status from the IRS? If yes, attach copy. Yes ___ No X NOT YET

L. Has your business ever been licensed under a different name? Yes ___ No X

If yes, please furnish the name of the previous business: _____

Since all municipal licenses expire on June 30th of each year, it is imperative that all questions on this form be answered in order to properly classify your business activities and determine the proper license fees. You must provide a copy of your WV State issued license. Incomplete forms will delay processing of your application. An application must be completed for each business located in the Corporate limits of Nutter Fort. Failure to complete this application in its entirety will result in its return to you and a possible penalty for late filing.

It shall be the responsibility of each applicant upon initial application for a municipal license to first ascertain that the address at which the proposed business, activity, trade or employment is permitted by the Municipal Zoning Ordinance and all other ordinances of the Town of Nutter Fort. Zoning information is available by accessing our website at www.townofnutterfort.com, or by calling Town Hall at 304-622-7713.

Signature below certifies that the information contained in this application is true and accurate to the best of his/her knowledge.

Signature of Owner or Authorized Agent	Printed name of person signing	Title	Date
[signature]	FRED LOCASTO	PRESIDENT	APRIL 22ND 2014

Did you remeber to enclose your vendor list??

Did you remember to enclose a copy of your WV State issued license??

OFFICE USE ONLY
APPROVED BY COUNCIL: ☐ YES ☐ NO
APPROVAL DATE: _____

In order to protect your business, please provide the following emergency contact information. This section will be provided to our Police and Fire Departments.

Business Name: JOY MISSIONS INTERNATIONAL Street Address: 6035 MARYLAND AVE

City, State, Zip: Nutter Fort WV 26301

Primary Contact Name: FRED LOCASTO Telephone: 615-772-1203 Alt. Telephone: 304-695-3044

Secondary Contacts:
Name DeANN LOCASTO Telephone: 308-258-3848 Alt. Telephone: X

AN ORDINANCE CREATING AND ESTABLISHING AND PROVIDING FOR A RAISE TO THE EMPLOYEES OF THE TOWN OF NUTTER FORT, WEST VIRIGNIA, HARRISON COUNTY; AMENDING AND RE-ENACTING THE PERSONNEL POLICY, ADDRESSING WAGES AND BENEFITS.

Be it ordained by the Council of the Town of Nutter Fort, Harrison County, West Virginia.

A wage increase will be granted effective on June 30, 2014 to all **permanent full-time** employees of the Town of Nutter Fort. The wage increase will be granted in the following manner:

- *Department Supervisors (with the exception of the Police Chief) will receive a 7% (seven percent) increase.*
- *Assistant Department Supervisors (with the exception of the Police Department) will receive a 6% (six percent) increase.*
- *All other permanent full-time employees (with the exception of the Police Department) will receive a 5% (five percent) increase.*
- *Each employee of the Police Department will receive a 2% (two percent) increase.*

*Each increase will be in addition to their present wage rates.

PASSED on the first reading this 10th day of June, 2014.

PASSED on the second and final reading this 24th day of June, 2014.

_____

Nathan Rohrbough – Mayor

Attest: _____

Sam Maxson - Recorder

		[illegible] for garbage truck Amtower Auto Supply, Inc	14.49	14.49
6/13/14	City of Nutter Fort	Waste Account - 15% of monthly water and sewer service for all departments City of Nutter Fort	31.52	31.52
6/15/14	Clarksburg Asphalt Compa	6.00 tons of wearing 1 asphalt at $71/ton Clarksburg Asphalt Company	426.00	426.00
6/16/14	Waste Management	68.68 tons of waste @ $45.35 per ton disposed for service period of 6/1/2014-6/15/2014. Waste Management	3,114.67	3,114.67
6/16/14	Nutter Fort Payroll Account	Bi-weekly Treasurer Office wages Bi-weekly Police Department wages Bi-weekly Street Department wages	2,834.96 7,572.06 4,280.23	
		Bi-weekly Recycle Department wages Treasurer's office Ins Opt out Police Dept. ins opt out Code Official's bi-weekly wages Fire Chief bi-weekly wages & Ins. Opt Out Fire Chief Insurance Opt Out Nutter Fort Payroll Account	412.40 250.00 250.00 370.46 1,103.46 125.00	17,198.57
6/16/14	Advance Auto Parts	Flasher for garbage truck Advance Auto Parts	3.87	3.87
6/16/14	Nutter Fort Payroll Account	Bi-weekly waste wages Nutter Fort Payroll Account	3,062.78	3,062.78
6/16/14	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 Nutter Fort Payroll	233.25 591.43 92.88 323.64 31.19 28.01	1,300.40
6/16/14	Nutter Fort Payroll	Waste account's bi-weekly FICA/Medicare Tax Nutter Fort Payroll	231.56	231.56
6/17/14	MCM Business Systems	No parking signs MCM Business Systems	75.00	75.00
6/17/14	Amtower Auto Supply, Inc.	Alternator belt for old garbage truck Amtower Auto Supply, Inc.	46.73	46.73
6/17/14	Advance Auto Parts	Antifreeze Advance Auto Parts	68.94	68.94
6/18/14	WV Chiefs of Police Assoc	7/1/14-6/30/15 Annual Membership - Chief Ronald Godwin WV Chiefs of Police Association	50.00	50.00
6/18/14	Sandy's Hardware	Pruners Sandy's Hardware	29.98	29.98
6/18/14	Quill Corporation	Adding machine tape, scotch tape, tape dispenser, paper clips Quill Corporation	87.41	87.41
			38,231.46	38,231.46

6/19/14 at 10:53:34.10

Water Board Account
Purchase Journal
For the Period From Jun 7, 2014 to Jun 20, 2014

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
6/7/14	Airgas-Mid America	1/4 cost of monthly cylinder rentals Airgas-Mid America	41.57	41.57
6/7/14	A Hughes Supply Compa	(3) Clamps for water break on WV & Franklin A Hughes Supply Company	280.19	280.19
6/7/14	Miss Utility of West Virgi	Monthly fax service notification Miss Utility of West Virginia	26.00	26.00
6/8/14	WV Municipal Bond Com	Monthly water bond revenue obligation WV Municipal Bond Commission Revenue	3,928.67	3,928.67
6/9/14	Nutter Fort Payroll Accou	Water account's expense for employees monthly dental insurance Nutter Fort Payroll Account	330.71	330.71
6/9/14	Clarksburg Water Board	Monthly bacteriological exam report for PWSID #3301717 Clarksburg Water Board	42.00	42.00
6/9/14	SuperAmerica Group	1/3 of cost for fuel - Jerry Riley 1/3 of cost for fuel - James Wolfe Water truck fuel SuperAmerica Group	144.03 46.42 435.65	625.10
6/10/14	Payroll Account of Nutter	Employer share of monthly Pension Payroll Account of Nutter Fort	809.97	809.97
6/13/14	City of Nutter Fort	15% charge for monthly water and sewer service for all departments City of Nutter Fort	31.52	31.52
6/16/14	Nutter Fort Payroll Accou	Bi-weekly Oper. labor Bi-weekly transmission line repair Bi-weekly meter reading labor Bi-weekly customer collection labor Nutter Fort Payroll Account	943.19 351.47 223.20 705.62	2,223.48
6/16/14	Nutter Fort Payroll Accou	Bi-weekly FICA/Medicare Tax Nutter Fort Payroll Account	168.12	168.12
			8,508.33	8,508.33