



Town of Nutter Fort Minutes Council Meeting – March 10, 2026 – 6:30 p.m.

Called to order at 6:31 p.m. by Recorder Natalie Haddix

Attendance – Councilor Rick Lafferty, Councilor Sam Maxson (via phone), Councilor Charlene Louk, Recorder Natalie Haddix

Absent – Mayor Rezin Hudkins, IV, Councilor Karen Phillips, Councilor Shawn Spurlock

Department Heads – Treasurer Leslie Cummings, Fire Chief Jeremy Haddix, EMS Supervisor Nathan Rohrbough, PW Supervisor Travis Yost, PT Code Enforcement Officer Robert Leonard

Guests – Cynthia Lafferty, Jennifer Robinson, Mark Hays, Rick Miller, Adam Zahradnik

Public Comment:

- None

Minutes:

- *Approval of minutes:* Minutes for the 2/24/2026 Council Meeting were approved by unanimous vote after a motion was made by Rick Lafferty to approve the minutes and seconded by Charlene Louk.

Department Reports:

- Mayor's Report (via written report):
 - City Hall Improvements - Work continues on improvements at City Hall, including obtaining quotes for the replacement of the building's windows and evaluating updates needed for the heating and cooling systems. At this time, I recommend moving forward with the window replacement project first and addressing the HVAC upgrades afterward, with the goal of ensuring the heating and cooling systems are fully addressed before the winter season.
 - Council Chambers - The Council Chambers project has now been completed. I would like to extend my appreciation to the Public Works Department and Chief Haddix for their assistance in helping complete this project.
 - Historical Mayor Photographs - I have been working on the past Mayor photographs that were previously displayed in Council Chambers and were taken down prior to my tenure as Mayor. These photographs are currently being reframed and will be placed back on display in Council Chambers once the work is completed.
 - Police Chief Applications - Applications for the position of Police Chief were due on March 5, 2026. The Town received a total of 13 applicants. The review process will begin next week with the committee that has been established for this purpose. I will also be asking one member of Council to participate on the committee. Additionally, the list of applicants has been provided to Chief Godwin for his review.
 - Public Works Department - The Public Works Department has completed installation of the fence along Michigan Avenue. "No Trespassing" signs have also been posted by the Town. The city lot on Michigan Avenue is not permitted for use unless authorization is granted by the Town.
 - Fire Department Training - On March 9, 2026, the Fire Department conducted training that included auto extrication using vehicles that were donated for training purposes. The vehicles used during the training will now be hauled away for scrap.
- Treasurer's Report:
 - Meeting with Thrasher last week to kick off Phase II of AML.
- Chief of Police Report:
 - None

- **Fire Chief Report:**
 - Recognizing Leslie's time and efforts in applying for the grant via Congressman Riley Moore's office. Requesting letters of support of the funding request be sent to Congressman Moore's office from council, individually or as a whole, as well as any residents supporting the project funding.
 - Ultimate Giveaway will be May 9, 2026, at the Nathan Goff Armory and tickets are still available.
- **EMS/Ambulance Report:**
 - One of the ambulances in the fleet had a near-miss in February and is expected to be back next week. To provide background, the ambulance swerved to avoid a car that pulled out in front of it on Buckhannon Pike and hit signage instead of the vehicle.
 - With the new ambulances in service now, there should be a decrease seen in maintenance costs in the upcoming months.
 - Two part-time EMTs have joined the department and call volume has picked up recently, so the additional staff is welcomed.
 - \$17,400 is coming from the county as a grant for EMS equipment and/or training. A much smaller amount will also be sent to the fire department. These funds can be used to expand transport capabilities and for emergency calls.
- **Public Works Supervisor Report:**
 - As part of the \$5 million sewer project, boring under the interstate for the lift station is now complete.
- **Engineering Report:**
 - None
- **Code Enforcement Report:**
 - Seven new notices were sent to various property owners for trash/rubbish violations.
 - One property on Thomas Street was condemned.

Approval of Accounts Payable:

- Accounts payable items were reviewed and discussed. Items were approved by unanimous vote after a motion by Charlene Louk, seconded by Rick Lafferty.

Unfinished Business:

- ***Review-Discuss-Consider – Town Hall Heating/Cooling Quotes*** – Discussion on town hall heating and cooling quotes are postponed, pending additional research and due to the Mayor's absence. Two quotes were received for window replacement, another part of the Town Hall heating and cooling issue. Since additional research was needed for the heating and cooling issues and the windows are ready to be replaced, two motions were made.

Charlene Louk *moved to revisit the discussion on the Town Hall heating/cooling quotes once all research is completed*, seconded by Rick Lafferty. A roll call was performed:

- *Councilor Rick Lafferty – Secunder*
- *Councilor Karen Phillips – Absent*
- *Councilor Charlene Louk – Mover*
- *Councilor Sam Maxson – Yes (via phone)*
- *Councilor Shawn Spurlock – Absent*

Motion passed unanimously to revisit the discussion once further information was obtained.

Charlene Louk *moved to accept the bid for the three windows in the basement of Town Hall from All About Glass submitted by Norm Weaver*, seconded by Rick Lafferty. A roll call was performed:

- *Councilor Rick Lafferty – Secunder*
- *Councilor Karen Phillips – Absent*
- *Councilor Charlene Louk – Mover*

- Councilor Sam Maxson – Yes (via phone)
- Councilor Shawn Spurlock – Absent

Motion passed unanimously to accept the bid from All About Glass submitted by Norm Weaver for the replacement of the windows in the basement of Town Hall.

New Business:

- **Review-Discuss-Consider – Resolution 2026-01 – Resolution Authorizing Investment in Consolidated Fund** – This is a resolution authorizing investment in a consolidated fund that needed to be updated with current council members and the opening of a new account.

Charlene Louk *moved to accept Resolution 2026-01*, seconded by Sam Maxson. A roll call was performed:

- Councilor Rick Lafferty – Yes
- Councilor Karen Phillips – Absent
- Councilor Charlene Louk – Mover
- Councilor Sam Maxson – Secunder (via phone)
- Councilor Shawn Spurlock – Absent

Motion passed unanimously to accept Resolution 2026-01.

- **Review-Discuss-Consider – Resolution 2026-02 – Chub Run Rt 20 Sewer System Project Authorizing Resolution** – This resolution is for the authorization of the Mayor and, in his absence, the Recorder, to act on the Town of Nutter Fort’s behalf for the Chub Run Rt 20 Sewer System Project.

Charlene Louk *moved to accept Resolution 2026-02, with a revision of the last sentence of the first paragraph to say “is designated to provide such actions” instead of the current version that has “designed to proved such actions”*, seconded by Sam Maxson. A roll call was performed:

- Councilor Rick Lafferty – Yes
- Councilor Karen Phillips – Absent
- Councilor Charlene Louk – Mover
- Councilor Sam Maxson – Secunder (via phone)
- Councilor Shawn Spurlock – Absent

Motion passed unanimously to accept Resolution 2026-02.

- **Review-Discuss-Consider – Engagement of Future Accounting Services** – Discussion regarding the engagement with Jeremy Drennen, CPA, for future accounting services. He is experienced with municipal accounting and was recommended by Bennett and Dobbins, the current accountants that are cutting back their area of accounting focus.

Charlene Louk *moved to proceed with the engagement of Jeremy Drennen, CPA, for the town’s accounting needs*, seconded by Rick Lafferty. A roll call was performed:

- Councilor Rick Lafferty – Secunder
- Councilor Karen Phillips – Absent
- Councilor Charlene Louk – Mover
- Councilor Sam Maxson – Yes (via phone)
- Councilor Shawn Spurlock – Absent

Motion passed unanimously to accept the engagement of Jeremy Drennen, CPA, for the town’s accounting needs.

- **If Matters Arise:**
 - *If Matters Arise: Enter into Executive Session to discuss matters relating to personnel matters, the sale, lease or purchase of real property, economic development issues to disclose competitive*

issues, to confer with legal counsel regarding matters that which, if made public, would be detrimental to the interest of the Town and for any other lawful purpose.

The meeting adjourned by acclamation at 6:51 p.m.

Natalie K. Haddix, Recorder

Rezin D. Hudkins, IV, Mayor