



Town of Nutter Fort Minutes Council Meeting – September 24th, 2024 – 6:30pm

Called to order at 6:31 pm by Mayor Sam Maxson

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

Absent: Councilor Bryan Gonzalez, Public Works Supervisor Taylor Keith

Department Heads – Police Chief Ron Godwin, Code Enforcement Officer Wade Keith, Fire Chief Jeremy Haddix

Guests – Jennifer Robinson, Mark Hays, Cynthia Lafferty, Shirley Sheets, Kathy Powell, Mike Curran, Marcene McIntyre, Ed Steele, Dennis Dutchess, Ryan Holcomb (via phone)

Minutes:

- Approval of minutes 9/10/2024 Council Meeting – Meeting minutes for the 9/10/2024 Council Meeting were approved by unanimous vote after Karen Phillips moved to accept and with a second by Rick Lafferty.

Treasurer's Report:

- Flu Shot Clinic will be held 10/11/2024 from 9am-11am.
- The Halloween Fall Festival is moving along with 23 confirmed vendors. Donations from area businesses were made in the amount of \$2,250. WV Outdoor is donating the cost of the advertising on their billboard in town.
- The Treasurer will be in continuing education this week regarding FOIA requests.
- Two Homeland Security Grants – one for License Readers and the other for Michigan Avenue Park Updates – are in the application process.
- Received a notice from the WV Public Service Commission that the Town of Nutter Fort will need a cybersecurity evaluation for water, sewage, and billing. The scheduling of this evaluation is in progress.

Approval of Accounts Payable:

- Accounts payable items were presented via handout (attached) and were approved for payment by unanimous vote after Karen Phillips moved to approve the accounts payable items and the motion was seconded by Rick Lafferty.

Unfinished Business:

- *Review-Discuss-Consider – Ordinance 2024-10 – An Ordinance Repealing Article 1511 of the Codified Ordinances of the Town of Nutter Fort Relating to Smoke Detectors – 2nd Reading* – An update was necessary to bring the codified ordinances to present day standards. Ordinance 2024-10 was approved on the 2nd reading by unanimous vote after Rick Lafferty moved in support on the first reading and the motion was seconded by Karen Phillips.
- *Review-Discuss-Consider – Ordinance 2024-11 – An Ordinance Amending Articles 777.09 and 777.11 of the Codified Ordinances of the Town of Nutter Fort Relating to Landlord Registration – 2nd Reading* - Updates were necessary for the purposes of adding clarity. Ordinance 2024-11 was approved on the 2nd reading by unanimous vote after Karen Phillips moved in support on the first reading and the motion was seconded by Rick Lafferty.

New Business:

- *Review-Discuss-Consider – Open Council Seat* – Mayor Sam Maxson and two members of council, Charlene Louk and Rick Lafferty, as requested by the mayor, met with five individuals who had expressed interest in occupying the empty council seat. Their suggested replacement for the open council seat was Emily Lamm who expressed forward and positive thinking, per Rick Lafferty. Emily Lamm was unanimously appointed as the replacement candidate for the vacant council seat through June 30, 2025,

formerly occupied by Jim Link, after Rick Lafferty moved in support, the motion was seconded by Charlene Louk, and the motion was unanimously approved.

- *Review-Discuss-Consider – Appointment to Library Board – Kathy Powell - Expiration 6/30/2025* – An Appointment by Council for the vacant Library Board seat was needed and Kathy Powell acknowledge that she would be interested and willing to occupy that empty seat. Kathy Powell was appointed by council to fill the vacant Library Board seat through 6/30/2025 by unanimous vote after Natalie Haddix moved in support with a second on the motion Karen Phillips.
- *Review-Discuss-Consider – Resolution 2024-03 Authorizing the Filing of the Application to the Department of Homeland Security for the 2024 Homeland Security Grant Supplemental Solicitation Program for License Plate Reader Cameras & Software*– Discussion was held regarding Police Chief Godwin’s meeting with a company who supplies these license plate readers. He noted that they will be beneficial for the heavy traffic on Route 20. The quote came in higher than expected, but a Department of Homeland Security grant was approved for the entirety of the cost of the readers, with no match. This will be for a total of 6 cameras with a 10-year license. Natalie Haddix moved to approve Resolution 2024-03, with a second by Rick Lafferty, which resulted in a unanimous vote to pass the motion.
- *Review-Discuss-Consider - Update on Park Signage* – Mayor Maxson met with Doug Comer, the new superintendent for City of Clarksburg Parks and Recreation, to discuss the placement of new signage near the park. The sign indicating that you cannot enter from the exit of the park, which intersects with Illinois Avenue, is in a poor location for visibility. Mr. Comer wants to put the “No Entrance” signs near the pickleball courts. Charlene Louk requested that a representative of the Nutter Fort Police Department coordinate with park employees to determine placement of the signs.

Committee Reports:

- Chief of Police Report:
 - Police Chief Godwin met with the district manager for Axon Taser, and he was curious as to why the NFPD hadn’t updated their body cameras. Chief Godwin indicated that there are two or three funding sources for the replacement, which has been delayed. The company is allowing for delayed payments to allow for immediate ordering and use of the products. Two contracts were executed by the Chief Godwin for a total of 6 body cameras with software and 3 tasers, with the option to purchase an addition 3).
- Fire Chief Report:
 - Tickets are still on sale for the Ultimate Giveaway.
 - All equipment tested this year has passed inspection, with the pump testing to occur later in the fall.
 - Fire Prevention at the Nutter Fort Elementary School will be during the month of October.
- EMS/Ambulance Report: (as provided by EMT Frank Ferrari)
 - As of today, there have been 71 emergency calls and 108 transports, 5 total ALS transports.
 - Continue to work on getting unit 710 ready to be designated as a rapid response unit.
 - New billing system is working great. They have already renegotiated contracts and are deep diving into everything done previously to ensure the best rate of return for NFEMS.
- Public Works Supervisor Report: (as provided by Code Enforcement Officer Wade Keith)
 - Finishing up on lead and copper pipe reporting, which is due by mid-October.
 - Crews are working on drop inlets in front of contractors, which has kept them busy.
- Engineer Report:

Phase IV Sewer

- Line work is complete
- Contractor has approximately 45 days left of concrete and sidewalk work.
- Working on adding Sandy’s hardware force main into contract instead of additive alternate

Phase V Sewer

- On hold for the time being.

Route 20 Corridor

- Prebid meeting held 9/18/2024
- Bid opening meeting 10/9/2024 @ 12PM at Thrasher office

AML

- Phase I AMD
 - Working on closeout of this contract
 - Forthcoming Change Order 3 – additional paving and screen
 - 1 or 2 pay applications remaining
- Phase II AMD
 - NEPA environmental assessment has been drafted and in process of being submitted
- Code Enforcement Report:
 - Halfway through rental inspections and the outcome of the inspections has vastly improved.
 - Working with Dominion in 2025 to attempt to get the entire street paved with any work done by Dominion, not just patching. He is requesting that they pave anything that they tear up in totality.
- Mayor Maxson reminded everyone that the RCB Homecoming Parade will be on Wednesday, October 2, 2024, and to contact him if anyone on council wished to participate in the parade itself. Additionally, on October 2, 2024, the Harrison County Commission is having a “Shark Tank”-like event and he has tickets if anyone on council would like to attend.

Public Comment:

- Resident Dennis Dutches:
 - Request an update on striping of the park exit to the top of Illinois Avenue to the area around Taqueria LouLous.
 - Code Enforcement Officer Keith noted that they are waiting for the contractor and it would be approximately 1-2 months out.
- Resident Eddie Steele:
 - He came to voice a complaint regarding his property.
 - Since this pertains to an ongoing legal matter, it was suggested that he consult with legal counsel.
- Resident Mike Curran:
 - Wanted an update regarding the lack of a turning light where there is a turning lane at the intersection of Buckhannon Pike and Pennsylvania Avenue.
 - Mayor Maxson attempted contact with the WV DOH, but had not yet receive a response to date.
 - Inquired if there was anything further on the speed bumps.
 - No further Traffic Advisory Board meetings have occurred.
- Resident Jennifer Robinson:
 - Asked about the status of the pothole at Bryan Street & Indiana Avenue.
 - It was noted that this repair is in progress.
 - Asked if there was a cap on the Cybersecurity Evaluation or could other departments be involved?
 - Yes, there is a time crunch due to the late notification.

The meeting adjourned by acclamation at 7:07pm.

Natalie K. Haddix, Recorder

Sam Maxson, Mayor