

**Council Meeting
Town of Nutter Fort
09/11/18**

Mayor Maxson invited attendees to join in prayer offered by Councilor Benincosa, followed by the Pledge of Allegiance. The meeting was called to order in council chambers at 6:30 pm.

Attendance: Mayor Sam Maxson, Recorder Charlene Louk, Councilors William Benincosa, Natalie Haddix, Karen Phillips, Brenda Riley and Donald "Duck" Webster. Treasurer Julia Foley, Public Works (PW) Supervisor Taylor Keith, Fire Chief Jeremy Haddix and Code Enforcer (CE) Keith Kesling.

Absent: Police Chief Ron Godwin.

Guests: Jim and Charlotte Link, Dennis Dutchess, Kathy Powell, Shirley Sheets, Vicki Cottrill, Rodney Cottrill, Linda Blake, Janet Conrad, Fred Locasto, Raetta Allen.

Minutes: Minutes from the August 14th meeting (attached) were approved by unanimous vote after a motion by Karen Phillips and second by Brenda Riley.

Treasurer's Report: Mrs. Foley reported the balance in the Paving investment account is \$189,819.15, earning over \$300.00 interest monthly. \$11,699.71 was deposited today for August collections.

>Free training by the State Auditor's office will be Nov. 1 at Best Western in Bridgeport.

Mrs. Foley strongly encouraged all Council to attend. Registration deadline is Oct. 25th.

>Auditors are scheduled to begin our annual audit on Monday.

>HCHD will conduct a flu vaccine clinic Oct. 15th from 10-11:30 am. Anyone is welcome.

Just bring your insurance card. Chief Haddix reminded us, the Health Dept. offered to start or update vaccines needed by town employees at that time. We just need to remind them.

- Accounts payable (attached) were approved after a motion by Duck Webster and second by Brenda Riley.

Unfinished business:

- Mr. Webster asked for clarification about overtime costs for the Police Dept., if we permanently eliminate one position and have 5 officers from now on. Chief Godwin spoke to the group by phone. Some OT can never be avoided, especially for training, or if one officer has to be off for an extended amount of time. If possible, he will use a part-time officer. They can work 6 months per calendar year. He has always tried to keep OT to a minimum and will continue to do so. He doesn't anticipate a budget revision for additional funds. The 1st reading on an ordinance increasing wages for the police department passed after a motion by "Duck" Webster and second by Karen Phillips.

- Questions were answered in regard to making the Assistant PW Supervisor's wage increase retroactive to July 1, 2018. Council approved the 1st reading on an ordinance dealing with wages and benefits in regard to certifications/position types, after a motion by "Duck" Webster and second by Karen Phillips.

New Business:

- Congratulations to Rodney & Vickie Cottrill of 108 WV Ave. for September *Yard of the Month*. A certificate and gift was presented by Mayor Maxson and Linda Blake.

- Both sealed bids received for this year's paving were opened by Council. Wolfe's Excavating bid was \$328,021.03. The J. F. Allen bid was \$294,998.35. This is for 2591 tons of asphalt to cover 2.01 miles. William Benincosa moved to accept the bid from J.F. Allen contingent on review by Mr. Keith, to assure it is complete and correct. Motion passed after a second by Karen Phillips. Treasurer Foley assured Council there will be adequate funds to cover the bid amount. In addition to \$171,000.00 in the Paving account, paving fees for September, October and November, plus Coal Severance funds, plus the amount budgeted for paving in the General fund will all be added. The time frame for paving and receiving invoices will take us well into November (or further), before full payment is due. Mr. Keith will talk with Dominion to be sure the gas line project is complete prior to the start of paving.
- Thrasher Engineering to propose rates to cover upcoming sewer project. This item will be discussed at the next meeting.
- There was continued discussion from the 8/14/18 meeting on using milling to surface the vacant lot at 1405 Buckhannon Pike. Electric and water hookups can easily be added and the work would be done by PW. Some ideas for Town revenue for this space are food trucks, farmer's markets, and additional parking for Subway. Fees would be established, dependent on needs of the vendor. Mrs. Haddix moved to move forward with this project. Motion passed after a second by Karen Phillips.
- A business license was approved (pending the inspection by Mr. Kesling), for *Sam's Shears* located at 200 Rt. 98, Su. 308, after a motion by Natalie Haddix and second by Brenda Riley.
- The license for *Democratic Headquarters* located at 1304 Buckhannon Pike, was approved after a motion by "Duck" Webster and second by Karen Phillips.
- A business license was approved for *Designed to Unwind Massage* located at 200 Rt 98, Su. 105, after a motion by Natalie Haddix and second by Karen Phillips.
- Taylor Keith gave an update on the Sewer project. The **Sanitary Board** met with Thrasher, engineers for the project. Thrasher submitted our application and we are awaiting funding approval by the DEP. The purchase of a Bobcat mini excavator was approved by the Sanitary Board on August 29th. Mr. Keith explained \$135,000.00 was budgeted for the excavator and a top quality camera through the project. We also have \$115,000.00 budgeted in all three accounts for new equipment. An excavator has been rented for a few months to help with workload. He explained the tractor camera is usable to some extent, but we still have the push camera to use for everyone's service. Due to the current need, it made sense to purchase the excavator before a camera, since Thrasher just did 3 weeks of camera work. When we are 6 months out from the Sewer project starting, we can purchase the camera with those designated funds. We are getting the excavator from Jefferd's. They have the state contract and offered the following: we paid the first month's rent, they are crediting us one month, and we can use it rent free from the purchase date of Sept. 5th until delivery. Ours will be a brand new one, not the rental.

Committee Reports:

- Police Dept:** Contact Chief Godwin with questions on written report (attached). Overview:
- >They are still working with the Governor's Highway Safety Grant.
 - >New exit signs for the school were ordered to replace the original, faded ones.
 - >They have made several arrests, a lot of them related to drug problems in the area.

>Officers have been busy recovering stolen property. It took them 12 hours to sort and list a load of stolen property. Items will be returned to the owners.
>Some of our felony cases have gone to court and are awaiting sentencing.
>Two new 2019 cruisers are ordered from Jenkins Ford and will be here early in 2019.
>The State Juvenile Justice Program contacted Chief Godwin. They asked to visit the office to be sure it meets standards for juveniles being detained or in custody.

Fire Dept: Dive class will be completed this weekend. This will certify them for cold water dives to 120 feet. Chief Haddix was asked by Senator Manchin's office to host a Town Hall meeting at the Fire Dept. He deferred to Council for their input. After discussion, Council agreed to decline the request, so the Town remains neutral to all political parties.
>Halloween and the annual party at the Fire Dept will likely be celebrated on Oct. 31st.

Maintenance Dept: Taylor Keith will be giving Dominion a deadline for the back side of Pennsylvania Ave., since it's on the paving list. Dominion is replacing lines on all of Ohio Ave., which was just paved in 2014. He has negotiated with them to cut us a check in the spring to cover costs of paving all of Ohio Ave. He and others from PW Dept. just attended the Rural Water Conference to get continuing ed. hours needed for their certifications.

Code Enforcement: Mr. Kesling said all is going well. One resident met with the municipal judge and has until Sept. 17th to comply. Otherwise, they must re-appear before the judge for fines. Mrs. Foley has submitted paperwork for Mr. Kesling's recertifications.
>Mr. Webster asked Mayor Maxson about waiving the fine for the old Go-Mart, and also asked Mr. Kesling if he had approved it? Mr. Maxson said he did not discuss it with Mr. Kesling, as he was talking to Go-Mart's attorney on the phone. She said someone will be in there soon. Mayor Maxson waived the \$300.00 hoping for a new business. The ordinance states such fines can only be waived by Code Enforcement. Mr. Maxson was not aware of this. Council was in agreement that the fine should be paid. The Mayor will call their attorney tomorrow and tell her the fine is re-instated.
>302 WV. Ave. property will be auctioned from the Court House on 9/13 at 11 am.

Public Comment: Mr. Cottrill asked about paving WV Ave. Mr. Keith said it will be paved as part of the Sewer project. He also asked for speed bumps or more police presence on WV Ave. due to speeding vehicles. Ms. Allen added, speeding is also a problem on Maryland Ave. Chief Haddix advised them to call Chief Godwin. He will add more frequent patrols to problem areas as requested.
>Linda Blake from the Beautification Committee reported the flower bed area near All Pets on Rt. 20 needs blocks added to be higher, and closed in on all sides. Mayor Maxson is aware. He said we need to find time, as it will take a couple of days to do it correctly.
Community garden: post holes for the gate are dug, but not cemented due to all the rain. The Community Garden Assoc. is coming to help install the fence. They also need mulch. They have no way to get it. Kellar and Sons went out of business, but said we could have what's left there. Using milling for mulch was suggested. Taylor offered to deliver some to the garden. Linda will let him know. Clarksburg donates and delivers compost for free.
> Kathy Powell advised there is a large hole near the cross walk on the school side. Mr. Keith said the state repaired a collapsed drain there last year. He will contact them about it and place pylons there, so foot traffic is aware of the hole.

> Mr. Dutchess at 315 Indiana Ave. and was robbed on 7/1. He has learned a lot about personal safety, securing your property, rights and responsibilities. He feels this is related to the drug problem. He suggests a newsletter or some way to keep residents apprized of things going on in the town. Mrs. Foley encouraged all to sign up for WENS to get alerts. Information for WENS will be placed on the Town Facebook page again. Chief Haddix also recommended a neighborhood watch program. Mrs. Conrad sees suspicious activity frequently on Illinois Ave. She was advised to always call 911 to report such activity.

Having no further business, the meeting was adjourned by acclamation at 8:31 pm.

Respectfully submitted,

Charlene Louk, Recorder

Sam Maxson, Mayor