

**Council Meeting
Nutter Fort
October 8, 2013**

The regular meeting of council was held, Tuesday, October 8, 2013, in council chambers with the following members present; William Benincosa, Stephen Korn, Donald Webster, Bruce Kidd, Mayor Nathan Rohrbough, and Recorder Sam Maxson. Absent was councilor Karen Phillips. Also present were Treasurer Julia Foley, Maintenance Supervisor Jim Wolfe, Fire Chief Jeremy Haddix, Code Enforcement Officer Adam Barberio, and Police Chief Ron Godwin. Guests were: Taylor Keith, Tom Shingleton, Sally Hardman, Beth Mazzei, Becky Hardman, Natalie Haddix, Juliana Haddix, Patty Alkire, Helen Pokrzwa, David Nuzum, Cindy McClain, Jules Haddix, Caura Meadows, Jamie Pyles, Dave Garvin, Bertis McCarty (WVRWA), Barbara Gorby, Matthew Keith, Tabatha Hayhurst-Keith, Leanna Spornak, and Betty Michaels.

The meeting was called to order at 7:00PM by Mayor Rohrbough, with councilor Benincosa asking prayer followed by the pledge of allegiance.

The mayor presented an award of Special Recognition to Fire Chief Jeremy Haddix, Deputy Fire Chief Ryan Roberts, and Lieutenant Taylor Keith for their heroic rescue of 2 swimmers while on vacation at Myrtle Beach. The 2 swimmers had been pulled out about 85 feet from shore by the riptide. Ryan Roberts was out of town and was not be present.

- A resolution (attached) honoring autism awareness was passed by unanimous vote after a motion by Bruce Kidd and seconded by Donald Webster.

There were no bids received for asbestos testing at 1405 and 1405 ½ Buckhannon Pike (see minutes of September 24, 2013). This will be re-advertised.

The date for this year's Trick or Treat will be Thursday, October 31 from 6:00PM until 7:00PM.

- The Vacant Building Registration Ordinance (attached) was passed on the first reading by unanimous vote after a motion by Bruce Kidd and a second by William Benincosa.
- Bruce Kidd motioned approval of the building permits (attached) and, following a second by Donald Webster, they were approved by unanimous vote.
- Payment of the bills (attached) was gained by unanimous vote after a motion by Bruce Kidd and a second by Donald Webster.
- Stephen Korn motioned approval of the September 24, 2013 minutes and, following a second by Bruce Kidd, were approved by unanimous vote.

Old Business

Code Enforcement Officer Adam Barberio has contacted Go-Mart, concerning their old vacant building at the corner of Buckhannon Pike and Pennsylvania Ave, but they have not responded to his call. He will keep trying. Our maintenance department workers have torn down the old garage behind 202 Edison. We are waiting until the deadline of October 19 for further action on the condemned property at 508 Pennsylvania Ave, according to Barberio.

The mayor reports that most of the reported failed street light have been repaired by Mon Power and they have removed electrical service from the properties at 1405 and 1405 ½ Buckhannon Pike, so all utilities have been removed.

Representatives from auditing firm Perry and Associates will be here Friday, November 1 at 11AM to explain the recently completed audit and answer any questions.

New Business None

Police Chief's Report None

Maintenance Supervisor's Report Our monthly water loss is down from last month and at around 6%. (Report attached)

Fire Chief's Report Nearly all the tickets have been sold for the Ultimate Giveaway, Saturday, October 12. The fire department will be hosting the annual Halloween Party, Thursday evening, October 31 from 7 to 8 PM. Council will co-sponsor the event.

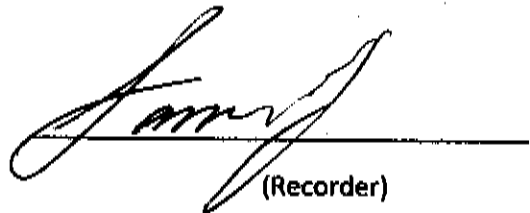
Treasurer's Report Treasurer Foley reminded council of the state auditor's training session next Thursday at the Bridgeport Conference Center.

Mayor Rohrbough reminded council of the Autism Awareness walk, Saturday, October 12 in Clarksburg City Park.

Citizen's Comments Leanna Spornak reported a broken sewer line at 504 Illinois Ave. Supervisor Wolfe will look at this.

- The meeting was adjourned at 8:04 PM after a motion by Stephen Korn and a second by Donald Webster.


(Mayor)


(Recorder)

Proclamation
Honoring
Autism Awareness



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- Whereas,** Autism is a life-long neurological disorder with current statistics bringing it to one in every eighty-eight children being diagnosed in the Autism spectrum; and,
- Whereas,** Autism's prevalence rate now places it as the third most common developmental disability in the country today and Autism can result in difficulties in communication, socialization, sensory perception and behavior; and
- Whereas,** these difficulties range from mild to severe, know no racial, ethnic or social boundaries, and affect many young and old alike in the Town of Nutter Fort; and
- Whereas,** the majority of the public, including many professionals in the medical, educational, and vocational field, are still unaware of how autism affects people and how to effectively work with individuals with autism; and,
- Whereas,** our understanding of autism has grown tremendously since it was first diagnosed in 1943, but there is still much to learn; and
- Whereas,** hope lies in a broad spectrum of treatments, and in an informed public and community committed to providing support and service to those with symptoms of this special disability; and,
- Whereas,** this Town supports all public and private efforts aimed at habilitation, treatment or cure of Autism; and
- Whereas,** in addition, this Town applauds and encourages those, like the Charter of Autism Society of West Virginia, who provide special services, emotional support, and advance community awareness of autism ; and,

Now, Therefore Be It Resolved, I, Nathan T. Rohrbough, Mayor of the Town of Nutter Fort, West Virginia, by the powers vested in me do hereby proclaim October 12th, 2013 as Autism Awareness Day.

In the Mountain State and encourage all citizens to acknowledge, appreciate and celebrate each in their own way the heritage of our great state where our motto is *Mountaineers Are Always Free*,

In Witness Whereof, I have hereto set my hand and caused the great Seal of the Town of Nutter Fort to be affixed this 8th Day of October in the year of our Lord Two Thousand Thirteen.

Passed on October 8th, 2013 in Council Chambers, Nutter Fort, and West Virginia.

AN ORDINANCE OF THE TOWN OF NUTTER FORT, WEST VIRGINIA, AMENDING PART SEVETEEN, ESTABLISHING ARTICLE 1725, OF THE NUTTER FORT TOWN CODE PROVIDING FOR ENACTMENT OF A VACANT BUILDING REGISTRATION PROGRAM.

WHEREAS, WEST VIRGINIA CODE § 8-12-13 THROUGH § 8-12-15 GRANTS A MUNICIPALITY WITH THE POWER AND AUTHORITY TO REGULATE THE ERECTION, CONSTRUCTION, REPAIR OR ALTERATION OF STRUCTURES OF EVERY KIND WITHIN THE CORPORATE LIMITS OF THE MUNICIPALITY; AND,

WHEREAS, WEST VIRGINIA CODE § 8-12-16C GRANTS A MUNICIPALITY THE POWER AND AUTHORITY TO PROVIDE FOR THE ESTABLISHMENT OF A VACANT BUILDING REGISTRATION PROGRAM; AND,

WHEREAS, IN ORDER TO FACILITATE THE PUBLIC GOOD AND PROMOTE THE GENERAL PUBLIC WELFARE, THE COMMON COUNCIL OF THE TOWN OF NUTTER FORT HAS DETERMINED THAT CHAPTER 17 OF THE TOWN'S CODIFIED ORDINANCE SHOULD BE AMENDED BY ADDING THE FOLLOWING:

SECTION 17: ENACTMENT OF ARTICLE 1725

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF NUTTER FORT:

THAT ARTICLE 1725 OF THE CODIFIED ORDINANCES OF THE TOWN OF NUTTER FORT BE ENTITLED "VACANT STRUCTURES" IS HEREBY ENACTED AS FOLLOWS:

(A). PURPOSE

1. THE TOWN HAS DETERMINED THAT AN UNINSPECTED AND UNMONITORED VACANT BUILDING MAY PRESENT A FIRE HAZARD, MAY PROVIDE TEMPORARY OCCUPANCY BY TRANSIENTS (INCLUDING DRUG USERS AND TRAFFICKERS), MAY DETRACT FROM PRIVATE AND/OR PUBLIC EFFORTS TO REHABILITATE OR MAINTAIN SURROUNDING BUILDINGS, AND THAT THE HEALTH, SAFETY AND WELFARE OF THE PUBLIC IS SERVED BY THE REGULATION OF SUCH VACANT BUILDINGS.
2. OWNERS OF UNINSPECTED AND UNMONITORED VACANT BUILDINGS SHALL REGISTER SUCH VACANT BUILDINGS WITH THE TOWN, MAKE PAYMENT OF A FEE FOR THE REGISTRATION THEREOF, AND OTHERWISE CONFORM TO THESE VACANT BUILDING REGULATIONS.
3. THIS ARTICLE ENSURES THAT, THROUGH A REGISTRATION, INSPECTION, AND MONITORING PROCESS, VACANT BUILDINGS WILL BE KEPT WEATHER TIGHT AND SECURE FROM TRESPASSERS, WILL PROVIDE SAFE ENTRY TO POLICE OFFICERS AND FIREFIGHTERS IN TIMES OF EMERGENCY, WILL NOT IMPED E PRIVATE AND/OR PUBLIC EFFORTS TO REHABILITATE OR MAINTAIN SURROUNDING BUILDINGS, AND WILL NOT PRESENT OTHERWISE A PUBLIC HAZARD.
4. THE TOWN, BY AND THROUGH ITS DEPARTMENTS, SHALL INSPECT AND MONITOR VACANT BUILDINGS , SHALL ASSESS THE EFFECTS OF THE CONDITION OF THOSE BUILDINGS ON NEARBY STRUCTURES, AND SHALL PROMOTE SUBSTANTIAL EFFORTS TO REHABILITATE AND DEVELOP SUCH BUILDINGS WHEN APPROPRIATE.
5. THESE PROVISIONS WILL STREAMLINE AND CONSOLIDATE THE EXISTING PROCEDURE (THAT IS, COMPLAINT, RESEARCH, NOTIFICATION , INSPECTION, ORDERS, FINES, LIENS, APPEALS AND DUE PROCESS LIEN ENFORCEMENT), BY PLACING THE RESPONSIBILITY TO REGISTER AND MAINTAIN VACANT STRUCTURES ON THE BUILDING OWNER BEFORE A BUILDING'S CONDITION FALLS INTO DISREPAIR OR OTHERWISE MERITS A COMPLAINT.

(B). DEFINITIONS

DEFINITIONS. FOR PURPOSES OF THIS SECTION, THE FOLLOWING WORDS AND PHRASES SHALL HAVE THE MEANINGS RESPECTIVELY ASCRIBED TO THEM AS FOLLOWS:

- (a) **BOARDED:** A BUILDING OR STRUCTURE SUBJECT TO THE PROVISION OF THIS SECTION SHALL BE DEEMED TO BE "BOARDED" IF IN PLACE OF ONE OR MORE EXTERIOR DOORS, OTHER THAN A STORM DOOR, OR OF ONE OR MORE WINDOWS, THERE IS A SHEET OR SHEETS OF PLYWOOD OR SIMILAR MATERIAL COVERING THE SPACE FOR SUCH DOOR OR WINDOW.
- (b) **EXTERIOR MAINTENANCE AND MAJOR SYSTEMS:** THE PHRASE "EXTERIOR MAINTENANCE AND MAJOR SYSTEMS" SHALL MEAN THE SAFE AND LAWFUL MAINTENANCE OF THE FACADE, WINDOWS, DOORS, ROOF AND OTHER PARTS OF THE EXTERIOR OF THE BUILDING AND THE MAINTENANCE OF ITS MAJOR SYSTEMS CONSISTING OF THE ROOF, THE ELECTRICAL AND PLUMBING SYSTEMS, THE WATER SUPPLY SYSTEM, THE SEWER SYSTEM, AND THE SIDEWALK, DRIVEWAY, IF ANY, AREA OF THE LOT, AS APPLICABLE AND AS ENFORCED BY THE CODE ENFORCEMENT OFFICER, PARTICULARLY IN CONNECTION WITH CODES ADOPTED BY THE TOWN AS WELL AS ALL APPLICABLE LOCAL, STATE AND FEDERAL LAWS.
- (c) **OCCUPIED:** ANY BUILDING OR STRUCTURE SHALL BE DEEMED TO BE OCCUPIED IF ONE OR MORE PERSONS ACTUALLY CONDUCTS A LAWFUL BUSINESS OR RESIDES IN ALL OR ANY PART OF THE BUILDING AS THE LICENSED BUSINESS OCCUPANT, OR AS THE LEGAL OR EQUITABLE OWNER/OCCUPANT(S) OR TENANT(S) ON A PERMANENT, NON-TRANSIENT BASIS, OR ANY COMBINATION OF THE SAME. FOR PURPOSES OF THIS SECTION, EVIDENCE OFFERED TO PROVE THAT A BUILDING IS SO OCCUPIED MAY INCLUDE, BUT SHALL NOT BE LIMITED TO, THE REGULAR RECEIPT OF DELIVERY OF REGULAR MAIL THROUGH THE U.S. POSTAL SERVICE; PROOF OF CONTINUAL TELEPHONE, ELECTRIC, GAS, HEATING, WATER AND SEWER SERVICES; A VALID TOWN BUSINESS LICENSE, OR THE MOST RECENT, FEDERAL, STATE OR TOWN INCOME TAX STATEMENTS INDICATING THAT THE SUBJECT PROPERTY IS THE OFFICIAL BUSINESS OR RESIDENCE ADDRESS OF THE PERSON OR BUSINESS CLAIMING OCCUPANCY; OR PROOF OF BONA FIDE PRE-RENTAL INSPECTION.

DEEMED TO BE "OPEN" IF ANY ONE OR MORE EXTERIOR DOORS OTHER THAN A STORM DOOR IS BROKEN, OPEN AND/OR CLOSED BUT, WITHOUT A PROPERLY FUNCTIONING LOCK TO SECURE IT, OR IF ONE OR MORE WINDOWS IS BROKEN OR NOT CAPABLE OF BEING LOCKED AND SECURED FROM INTRUSION, OR ANY COMBINATION OF THE SAME.

- (e) OWNER: AN OWNER OF THE FREEHOLD OF THE PREMISES OR ANY LESSER ESTATE THEREIN, A MORTGAGEE, A VENDEE-IN-POSSESSION, ASSIGNEE OF RENTS, RECEIVER, EXECUTOR, TRUSTEE, JESSE, AGENT OR ANY OTHER PERSON, FIRM OR CORPORATION THAT IS DIRECTLY OR INDIRECTLY IN CONTROL OF A BUILDING SUBJECT TO THE PROVISIONS OF THIS SECTION, AND AS SET FORTH BELOW.
- (f) VACANT: A BUILDING OR STRUCTURE SHALL BE DEEMED TO BE VACANT IF NO PERSON OR PERSONS ACTUALLY, CURRENTLY CONDUCTS A LAWFULLY LICENSED BUSINESS, OR LAWFULLY RESIDES, DWELLS, OR LIVES IN ANY PART OF THE BUILDING AS THE LEGAL OR EQUITABLE OWNER(S) OR TENANT-OCCUPANT(S), OR OWNER-OCCUPANT(S), OR TENANT(S) ON A PERMANENT, NON-TRANSIENT BASIS. A BUILDING OR STRUCTURE SHALL BE DEEMED VACANT AND SUBJECT TO THE REGISTRATION AND POSSIBLE PENALTY PROVISIONS PROVIDED HEREIN IF THE EXTERIOR MAINTENANCE AND MAJOR SYSTEMS OF THE BUILDING AND THE SURROUNDING REAL PROPERTY THEREOF, AS DEFINED IN THIS SECTION, ARE IN VIOLATION OF THE BUILDING CODES OR HEALTH AND SANITATION CODES AND IF THERE IS NOT PROOF OF CONTINUAL UTILITY SERVICE EVIDENCING ACTUAL USE OF ELECTRIC, GAS (I.E., APPLICABLE HEATING SOURCES), WATER SERVICE, ETC. CONTINUED IS MEANT TO BE WITHOUT MORE THAN ONE THIRTY (30) DAY INTERRUPTION IN ANY GIVEN THREE HUNDRED SIXTY (360) DAY PERIOD. IN ORDER FOR SUCH CONTINUAL UTILITY SERVICE TO BE CONSIDERED AS BEING ACTUALLY IN USE AS DESCRIBED IN THIS SECTION, IT MUST BE MORE THAN MERELY REGISTERED TO THE OWNER FOR PURPOSES OF BILLING AND MUST BE UTILIZED, AT A MINIMUM, IN ORDER TO KEEP THE PROPERTY AND THE MAJOR SYSTEMS OF THE BUILDING IN COMPLIANCE WITH BUILDING AND SAFETY CODES. THE PERSON OR ENTITY ASSERTING THAT THERE HAS BEEN CONTINUED UTILITY SERVICE HAS THE BURDEN TO PRODUCE ACTUAL BILLS EVIDENCING UTILITY SERVICE FOR THE RELEVANT PERIOD.

ALL VACANT STRUCTURES SHALL ALSO COMPLY WITH THE FOLLOWING CRITERIA:

- (a) EXTERIOR PROPERTY AREAS ARE TO BE MOWED REGULARLY AND NON-CULTIVATED GARDENS MAINTAINED AT NO MORE THAN 17 INCHES OF GROWTH. ALL NOXIOUS WEEDS ARE PROHIBITED. STRUCTURE IS TO BE BROOM SWEEP AND CLEARED OF ALL CONTENTS, NOT INCLUDING BUILDING MATERIALS OR COMPONENTS TO BE USED IN THE FUTURE RENOVATION AT THAT STRUCTURE.
- (b) ELECTRICAL SERVICE IS TO BE PROVIDED TO THE BUILDING VIA TEMPORARY POLE SERVICE ON THE EXTERIOR OF THE STRUCTURE OR CREATE A PERMANENT SERVICE FOR THE STRUCTURE AND INSTALL TWO GFCI PROTECTED RECEPTACLES.
- (c) NEC AND OSHA COMPLIANT STRING LIGHTING IS TO BE PROVIDED TO THE ENTIRE STRUCTURE SO THAT IT MAY BE ILLUMINATED AS NEEDED TO VIEW THE STRUCTURE.
- (d) OPEN: A BUILDING OR STRUCTURE SUBJECT TO THE PROVISIONS OF THIS SECTION SHALL BE DEEMED TO BE "OPEN" IF ANY ONE OR MORE EXTERIOR DOORS OTHER THAN A STORM DOOR IS BROKEN, OPEN AND/OR CLOSED BUT, WITHOUT A PROPERLY FUNCTIONING LOCK TO SECURE IT, OR IF ONE OR MORE WINDOWS IS BROKEN OR NOT CAPABLE OF BEING LOCKED AND SECURED FROM INTRUSION, OR ANY COMBINATION OF THE SAME.
- (e) OWNER: AN OWNER OF THE FREEHOLD OF THE PREMISES OR ANY LESSER ESTATE THEREIN, A MORTGAGEE, A VENDEE-IN-POSSESSION, ASSIGNEE OF RENTS, RECEIVER, EXECUTOR, TRUSTEE, JESSE, AGENT OR ANY OTHER PERSON, FIRM OR CORPORATION THAT IS DIRECTLY OR INDIRECTLY IN CONTROL OF A BUILDING SUBJECT TO THE PROVISIONS OF THIS SECTION, AND AS SET FORTH BELOW.
- (f) VACANT: A BUILDING OR STRUCTURE SHALL BE DEEMED TO BE VACANT IF NO PERSON OR PERSONS ACTUALLY, CURRENTLY CONDUCTS A LAWFULLY LICENSED BUSINESS, OR LAWFULLY RESIDES, DWELLS, OR LIVES IN ANY PART OF THE BUILDING AS THE LEGAL OR EQUITABLE OWNER(S) OR TENANT-OCCUPANT(S), OR OWNER-OCCUPANT(S), OR TENANT(S) ON A PERMANENT, NON-TRANSIENT BASIS. A BUILDING OR STRUCTURE SHALL BE DEEMED VACANT AND SUBJECT TO THE REGISTRATION AND POSSIBLE PENALTY PROVISIONS PROVIDED HEREIN IF THE EXTERIOR MAINTENANCE AND MAJOR SYSTEMS OF THE BUILDING AND THE SURROUNDING REAL PROPERTY THEREOF, AS DEFINED IN THIS SECTION, ARE IN VIOLATION OF THE BUILDING CODES OR HEALTH AND SANITATION CODES AND IF THERE IS NOT PROOF OF CONTINUAL UTILITY SERVICE EVIDENCING ACTUAL USE OF ELECTRIC, GAS (I.E., APPLICABLE HEATING SOURCES), WATER SERVICE, ETC. CONTINUED IS MEANT TO BE WITHOUT MORE THAN ONE THIRTY (30) DAY INTERRUPTION IN ANY GIVEN THREE HUNDRED SIXTY (360) DAY PERIOD. IN ORDER FOR SUCH CONTINUAL UTILITY SERVICE TO BE CONSIDERED AS BEING ACTUALLY IN USE AS DESCRIBED IN THIS SECTION, IT MUST BE MORE THAN MERELY REGISTERED TO THE OWNER FOR PURPOSES OF BILLING AND MUST BE UTILIZED, AT A MINIMUM, IN ORDER TO KEEP THE PROPERTY AND THE MAJOR SYSTEMS OF THE BUILDING IN COMPLIANCE WITH BUILDING AND SAFETY CODES. THE PERSON OR ENTITY ASSERTING THAT THERE HAS BEEN CONTINUED UTILITY SERVICE HAS THE BURDEN TO PRODUCE ACTUAL BILLS EVIDENCING UTILITY SERVICE FOR THE RELEVANT PERIOD.

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- (b) ELECTRICAL SERVICE IS TO BE PROVIDED TO THE BUILDING VIA TEMPORARY POLE SERVICE ON THE EXTERIOR OF THE STRUCTURE OR CREATE A PERMANENT SERVICE FOR THE STRUCTURE AND INSTALL TWO GFCI PROTECTED RECEPTACLES.

(C) NEC AND OSHA COMPLIANT STRING LIGHTING IS TO BE PROVIDED TO THE ENTIRE STRUCTURE SO THAT IT MAY BE ILLUMINATED AS NEEDED TO VIEW THE STRUCTURE.

(D) INSPECTION

AT THE TIME OF REGISTRATION, THE CODE ENFORCEMENT OFFICER, FIRE CHIEF, AND POLICE CHIEF SHALL DETERMINE WHETHER IT IS NECESSARY FOR ANY OR ALL OF THEM TO INSPECT THE STRUCTURE SO AS TO IDENTIFY ANY PUBLIC SAFETY ISSUES NEEDING ADDRESSED. INSPECTIONS SHALL ALSO BE AVAILABLE TO VERIFY THE STATUS OF ANY PROPERTY CONCERNING OCCUPANCY, VACANCY, ETC. IF AN INTERNAL INSPECTION IS DEEMED NECESSARY, THE OWNER WILL BE NOTIFIED OF THE SAME AND ARRANGEMENTS MADE FOR THE SAME. IF THE OWNER FAILS OR REFUSES TO CONSENT TO AND ARRANGE FOR AN INSPECTION, THE TOWN WILL SEEK A SEARCH WARRANT FROM A COURT OF COMPETENT JURISDICTION, WHICH SHALL INCLUDE THE MUNICIPAL COURT, TO AUTHORIZE INSPECTION OF THE PREMISES FOR THE PURPOSE OF DETERMINING THE STRUCTURE'S INTEGRITY OF THE BUILDING, THE REPAIRS NECESSARY TO INSURE ITS STRUCTURAL INTEGRITY AND THAT IT WILL BE SAFE FOR ENTRY BY FIRE FIGHTERS AND POLICE OFFICERS IN TIME OF EMERGENCY, AND THAT THE BUILDING AND ITS CONTENTS DO NOT PRESENT A HAZARD TO THE PUBLIC DURING THE TIME THAT THE BUILDING REMAINS VACANT.

(E) CORRECTIVE ACTION

THE PROPERTY OWNERS SHALL BE NOTIFIED IN WRITING AT THE ADDRESS PROVIDED FOR PROPERTY TAX PURPOSES OF ANY CORRECTIVE ACTION DEEMED NECESSARY FOR LIFE, SAFETY AND BUILDING CODE MATTERS BY TOWN OFFICIALS, THE APPLICABLE CODE PROVISIONS OR REGULATIONS, AND WILL BE AFFORDED A REASONABLE TIME TO THE CORRECTIVE ACTION. CORRECTIVE ACTION CONCERNING THE OCCUPANCY OF VACANT STRUCTURES IS DISCUSSED LATER HEREIN.

(F) REGISTRATION GENERALLY

1. AT THE TIME OF ADOPTION OF THIS ARTICLE, ALL OWNERS OF REALTY WITHIN THE TOWN OF NUTTER FORT THAT CONTAIN A VACANT STRUCTURE, AS DEFINED ABOVE, SHALL REGISTER THE SAME WITH THE OFFICE OF CODE ENFORCEMENT OF THE TOWN. FOR THOSE STRUCTURES THAT QUALIFY AS A VACANT STRUCTURE AND AFTER THE ADOPTION OF THIS ARTICLE, THE OWNER THEREOF SHALL BE REQUIRED TO REGISTER THE STRUCTURE WITH THE CODE ENFORCEMENT OFFICE WITHIN 30 DAYS AFTER THE STRUCTURE IS FOUND TO MEET THE DEFINITION OF A VACANT STRUCTURE. THE REGISTRATION FORM SHALL REQUIRE INFORMATION FROM THE REGISTRANT DEEMED NECESSARY BY THE CODE ENFORCEMENT OFFICER, FIRE CHIEF, AND POLICE CHIEF OF THE TOWN, SO AS TO ENSURE THAT THE PURPOSE OF THIS ARTICLE IS MET. SPECIFICALLY, THE ABOVE NAMED TOWN OFFICERS SHALL HAVE THE AUTHORITY TO REQUIRE THAT THE PROPERTY OWNER PROVIDE A PROFESSIONAL OPINION FROM A DESIGN PROFESSIONAL SUCH AS AN ARCHITECT OR AN ENGINEER, TO DETERMINE THE STRUCTURE'S INTEGRITY OF THE BUILDING, THE REPAIRS NECESSARY TO ENSURE ITS STRUCTURAL INTEGRITY AND THAT IT WILL BE SAFE FOR ENTRY BY FIRE FIGHTERS OR POLICE OFFICERS IN TIME OF EMERGENCY, AND THAT THE BUILDING AND ITS CONTENTS DO NOT PRESENT A HAZARD TO THE PUBLIC DURING THE TIME THE BUILDING REMAINS VACANT. THE ABOVE NAMED OFFICERS SHALL HAVE THE AUTHORITY TO ISSUE ORDERS TO THE OWNER FOR CORRECTIVE ACTION DEEMED NECESSARY. THE CODE ENFORCEMENT OFFICER, FIRE INSPECTOR, AND FIRE CHIEF SHALL RELY UPON THE WEST VIRGINIA STATE BUILDING CODE AND FIRE CODE, AS WELL AS OTHER APPLICABLE LAW, FOR GUIDANCE DURING ANY SUCH STRUCTURAL REVIEW.
2. REGISTRATION STATEMENT AND FEES; LOCAL AGENT. IF NONE OF THE PERSONS LISTED, AS ABOVE, IS SHOWN AT AN ADDRESS WITHIN THE STATE, THE REGISTRATION STATEMENT ALSO SHALL PROVIDE THE NAME AND ADDRESS OF A PERSON WHO RESIDES WITHIN THE STATE AND WHO IS AUTHORIZED TO ACCEPT SERVICE OF PROCESS ON BEHALF OF THE OWNERS AND WHO SHALL BE DESIGNATED AS A RESPONSIBLE, LOCAL PARTY OR AGENT, BOTH FOR PURPOSES OF NOTIFICATION IN THE EVENT OF AN EMERGENCY AFFECTING THE PUBLIC HEALTH, SAFETY OR WELFARE AND FOR PURPOSES OF SERVICE OF ANY AND ALL NOTICES OR REGISTRATION STATEMENTS AS HEREIN AUTHORIZED AND IN CONNECTION HEREWITH. REGISTRATION SHALL BE REQUIRED FOR ALL VACANT BUILDINGS, WHETHER VACANT AND SECURE, VACANT AND OPEN OR VACANT AND BOARDED, AND SHALL BE REQUIRED WHENEVER ANY BUILDING HAS REMAINED VACANT FOR 45 CONSECUTIVE DAYS OR MORE. IN NO INSTANCE SHALL THE REGISTRATION OF A VACANT BUILDING AND THE PAYMENT OF REGISTRATION FEES BE CONSTRUED TO EXONERATE THE OWNER, AGENT OR RESPONSIBLE PARTY FOR COMPLIANCE WITH ANY OTHER BUILDING CODE OR HOUSING CODE REQUIREMENT. ONE REGISTRATION STATEMENT MAY BE FILED TO INCLUDE ALL VACANT BUILDINGS OF THE OWNER SO REGISTERING, BUT EACH STRUCTURE CONSTITUTES A SEPARATE FEE. THE OWNER OF THE VACANT PROPERTY AS OF THE LAST DAY OF THE MONTH WHEN THE PROPERTY HAS BEEN REGISTERED OF EACH CALENDAR YEAR SHALL BE RESPONSIBLE FOR THE PAYMENT OF THE NON-REFUNDABLE REGISTRATION FEE. SAID FEE SHALL BE BILLED BY THE TOWN; AND BASED ON THE DURATION OF THE VACANCY AS DETERMINE BY THE FOLLOWING SCALE:
 - (a) NO FEE FOR PROPERTIES THAT ARE VACANT FOR LESS THAN ONE YEAR;
 - (b) \$200.00 FOR PROPERTIES THAT ARE VACANT FOR AT LEAST ONE YEAR BUT LESS THAN TWO YEARS;
 - (c) \$400.00 FOR PROPERTIES THAT ARE VACANT FOR AT LEAST TWO YEARS BUT LESS THAN THREE YEARS;
 - (d) \$600.00 FOR PROPERTIES THAT ARE VACANT FOR AT LEAST THREE YEARS BUT LESS THAN FOUR YEARS;
 - (e) \$800.00 FOR PROPERTIES THAT ARE VACANT FOR AT LEAST FOUR YEARS BUT LESS THAN FIVE YEARS; AND
 - (f) \$1000.00 FOR PROPERTIES THAT ARE VACANT FOR AT LEAST FIVE YEARS, PLUS AN ADDITIONAL \$300.00 FOR EACH YEAR IN EXCESS OF FIVE YEARS.

(G) RIGHT OF APPEAL

(1). **APPEAL RIGHTS.** THE OWNER SHALL HAVE THE RIGHT TO APPEAL THE IMPOSITION OF THE REGISTRATION FEES TO THE CODE ENFORCEMENT OFFICER; UPON FILING AN APPLICATION IN WRITING TO THAT DEPARTMENT NO LATER THAN 15 CALENDAR DAYS AFTER THE DATE OF THE BILLING STATEMENT. ON APPEAL, THE OWNER SHALL BEAR THE BURDEN OF PROVIDING SATISFACTORY OBJECTIVE PROOF OF OCCUPANCY AS DEFINED IN THIS ARTICLE SPECIFICALLY.

(2). **ONE-TIME WAIVER OF REGISTRATION FEE.** A ONE-TIME WAIVER OF THE REGISTRATION FEE, OR AN EXTENSION OF A WAIVER FOR UP TO 90 DAYS FROM THE DATE OF THE CURRENT BILLING STATEMENT, MAY BE GRANTED BY THE CODE ENFORCEMENT OFFICER OR HIS DESIGNEE UPON APPLICATION OF THE OWNER, IF THE OWNER:

- (a) DEMONSTRATES WITH SATISFACTORY PROOF TO THE CODE ENFORCEMENT OFFICER OR HIS DESIGNEE THAT HE/SHE IS IN THE PROCESS OF DEMOLITION, REHABILITATION, OR OTHER SUBSTANTIAL REPAIR OF THE VACANT BUILDING; AND
- (b) OBJECTIVELY DEMONSTRATES TO THE CODE ENFORCEMENT OFFICER OR HIS DESIGNEE A REASONABLE ANTICIPATED LENGTH OF TIME FOR THE DEMOLITION, REHABILITATION, OR OTHER SUBSTANTIAL REPAIR OF THE VACANT BUILDING;
- (c) PROVIDES SATISFACTORY PROOF TO THE CODE ENFORCEMENT OFFICER OR HIS DESIGNEE THAT HE/SHE WAS ACTIVELY ATTEMPTING TO SELL OR LEASE THE PROPERTY DURING THE VACANCY PERIOD; OR
- (d) PROVIDES SATISFACTORY PROOF TO THE CODE ENFORCEMENT OFFICER, TO BE EVALUATED ON A CASE-BY-CASE BASIS, THAT THE VACANCY IS TEMPORARY AND MAY BE DUE TO ILLNESS OF THE OWNER, ACTIVE MILITARY SERVICE, OR SOME OTHER REASONABLE EXPLANATION BELIEVED TO BE SHORT TERM IN NATURE AND DOCUMENTABLE AS NECESSARY.

(3). WITHIN 30 DAYS, OR AS SOON THEREAFTER AS POSSIBLE, AFTER THE WAIVER APPLICATION IS RECEIVED THE CODE ENFORCEMENT OFFICER OR HIS DESIGNEE SHALL GRANT OR DENY THE WAIVER, OR REQUEST FOR EXTENSION, IN WRITING, AND GIVE NOTICE OF THE WRITTEN DECISION BY MAIL TO THE OWNER. IF THE OWNER PROPERLY SUBMITTED AN APPLICATION FOR A ONE-TIME WAIVER OR REQUEST FOR EXTENSION TO THE CODE ENFORCEMENT OFFICER OR HIS DESIGNEE, AND THE CODE ENFORCEMENT OFFICER OR HIS DESIGNEE RENDERED A DECISION WHICH THE OWNER SEEKS TO APPEAL TO THE BUILDING CODE APPEALS BOARD, THE OWNER MUST FILE AN APPLICATION IN WRITING NO LATER THAN 30 CALENDAR DAYS FROM THE DATE OF THE CODE ENFORCEMENT OFFICER OR HIS DESIGNEE'S DECISION. BUILDING CODE APPEALS BOARD SHALL EITHER GRANT OR DENY THE APPEAL. THEREAFTER THE DECISION OF THE BUILDING CODE APPEALS BOARD IS FINAL UNLESS WITHIN THIRTY (30) DAYS OF SUCH DECISION THE OWNER APPEALS FOR INJUNCTIVE RELIEF TO THE CIRCUIT COURT OF HARRISON COUNTY.

(H) AMENDING INFORMATION

- 1. **DUTY TO AMEND REGISTRATION STATEMENT.** IF THE STATUS OF THE REGISTRATION INFORMATION CHANGES DURING THE COURSE OF ANY CALENDAR YEAR, IT IS THE RESPONSIBILITY OF THE OWNER, RESPONSIBLE PARTY OR AGENT FOR THE SAME TO CONTACT THE DEPARTMENT OF LICENSES AND INSPECTIONS WITH 30 DAYS OF THE OCCURRENCE OF SUCH CHANGE AND ADVISE THE DEPARTMENT IN WRITING OF THOSE CHANGES.
- 2. **EXCEPTIONS.** THIS SECTION SHALL NOT APPLY TO ANY BUILDING OWNED BY THE UNITED STATES, THE STATE OF WEST VIRGINIA, THE TOWN, OR ANY OF THEIR RESPECTIVE AGENCIES OR POLITICAL SUBDIVISIONS.
- 3. **VIOLATIONS AND PENALTIES FOR FAILURE TO REGISTER.** THE FAILURE OR REFUSAL FOR ANY REASON OF ANY OWNER, OR AGENT OF AN OWNER ACTING ON BEHALF OF THE OWNER, TO REGISTER A VACANT BUILDING UPON ADOPTION OF THIS SECTION OR TO PAY ANY FEES REQUIRED TO BE PAID PURSUANT TO THE PROVISIONS OF THIS SECTION, WITHIN THIRTY DAYS AFTER THEY BECOME DUE, SHALL CONSTITUTE A VIOLATION PUNISHABLE UPON CONVICTION THEREOF BY A FINE IN THE AMOUNT OF NOT LESS THAN ONE HUNDRED DOLLARS (~~\$100.00~~) NOR MORE THAN FIVE HUNDRED DOLLARS (~~\$500.00~~) FOR EACH FAILURE OR REFUSAL TO PAY A REQUIRED VACANT BUILDING FEE, AS APPLICABLE. IN SUCH CASES, WHENEVER THE MINIMUM FINE OF ONE HUNDRED DOLLARS (~~\$100.00~~) IS IMPOSED, IT SHALL NOT BE SUBJECT TO SUSPENSION OR REDUCTION FOR ANY REASON.

(I) REINSPECTION

ALL VACANT STRUCTURES ARE SUBJECT TO REINSPECTION ON AN ANNUAL BASIS OR AS DEEMED NECESSARY PURSUANT TO SECTION 4.

(J) NON-PAYMENT OF FEES/LIENS

- 1. **DELINQUENT REGISTRATION FEES AS A LIEN.** AFTER THE OWNER IS GIVEN NOTICE OF THE AMOUNT OF THE REGISTRATION FEE DUE, EXCEPT FOR THOSE OWNERS THAT HAVE PROPERLY PERFECTED AN APPEAL PURSUANT TO SUBSECTION (B)(4) ABOVE, AND THE OWNER FAILS TO PAY THE AMOUNT DUE, SAID AMOUNT SHALL CONSTITUTE A DEBT DUE AND OWING TO THE TOWN AND THE TOWN MAY COMMENCE A CIVIL ACTION TO COLLECT SUCH UNPAID DEBT.
- 2. "LIEN" OR "LIENS" AS USED IN THIS SECTION SHALL ARISE WHENEVER THE FEES AND CHARGES AS DESCRIBED IN THIS SECTION ARE LEVIED OR IMPOSED.

3. IF AN OWNFR FAILS TO PAY THE REGISTRATION FEE AS ASSESSED AND THE TOWN BEGINS THE COLLECTION ACTION TO ENFORCE ITS LIEN THEN THE CODE ENFORCEMENT OFFICER SHALL POST THE WRITTEN NOTICE ON THE PROPERTY AND SEND THE WRITTEN NOTICE TO THE OWNER(S) BY CERTIFIED AND REGULAR MAIL.

4. THE TOWN MAY TAKE ACTION TO SELL THE SUBJECT PROPERTY BY MEANS OF FORFEITURE TO COLLECT THE DEBT OWED THE TOWN, ACCORDING TO LAW. SHOULD THE TOWN TAKE THE STEPS NECESSARY TO SELL THE SUBJECT PROPERTY, THE TOWN SHALL DO SO, SUBJECT TO ALL LIENS AND REAL AND PERSONAL PROPERTY TAXES THAT ARE DUE. PURCHASERS OF THE SUBJECT PROPERTY SHALL BE SIMILARLY RESPONSIBLE FOR REGISTRATION PURSUANT TO THIS SECTION IN THE SAME MANNER AS THE PRIOR OWNER AND MUST BEGIN THE REGISTRATION PROCESS ANEW IF SAID PROPERTY REMAINS VACANT.

(K) RELATION TO OTHER CODES AND LAWS

IT IS TO BE UNDERSTOOD THAT THE INTENT AND PURPOSE OF THIS ARTICLE ARE SEPARATE AND DISTINCT FROM OTHER PARTS AND SECTIONS OF THE CODIFIED ORDINANCES OF THE TOWN OF NUTTER FORT AND THE GENERAL LAWS OF THE STATE OF WEST VIRGINIA WHICH MAY ALSO BE APPLICABLE. THE PROVISIONS OF THIS SECTION ARE APPLICABLE TO THE OWNERS OF SUCH VACANT BUILDINGS AS SET FORTH HEREIN AND ARE IN ADDITION TO AND NOT IN LIEU OF ANY AND ALL OTHER APPLICABLE PROVISIONS OF THIS CHAPTER, THE HEALTH AND SANITATION CODE, AND ANY OTHER APPLICABLE PROVISIONS OF THE TOWN OF NUTTER FORT CODIFIED ORDINANCES OF THE TOWN.

(L) SEVERABILITY

THE PROVISIONS OF THIS ARTICLE ARE SEVERABLE. IF ANY PART OF THIS ARTICLE IS HELD TO BE INVALID BY A COURT OF COMPETENT JURISDICTION, THE REMAINING PROVISIONS OF THIS CHAPTER AND OF THIS ARTICLE SHALL REMAIN IN FULL FORCE AND EFFECT.

SECTION 2: EFFECTIVE DATE

This Ordinance shall become effective upon passage.

Passed by Council of the Town of Nutter Fort on **FIRST READING** on this ___ day of October 2013

Passed by Council of the Town of Nutter Fort on **SECOND AND FINAL READING** on this ___ day of October 2013

NATHAN ROHRBOUGH,
MAYOR

ATTEST: SAM MAXSON, RECORDER

Approval of building permits:

Cynthia McIntyre	709 Indiana Avenue	Electrical Inspection & upgrade	Global Enterprises	\$500.00
Jim Richison	700 Ohio Avenue	Repair Roof Add 8X12 utility building		\$200.00
James Panetta	500 Kentucky Avenue		Martin's Water Well Service	\$1,500.00
Agustin Astacio	409 Nutter Run Road	Dig water well Exterior door replacement & add inside wall		\$2,000.00
Jason Lafferty	218 Ohio Avenue	Siding replacement		\$1,500.00
Josephine Smith	410 Maryland Avenue	Electrical alteratlons		\$4,500.00
Debbie Shrieves	313 1/2 Nutter Run Road			\$65.00

Purchase Journal
For the Period From Sep 21, 2013 to Oct 4, 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
9/21/13	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)	481.51	
		Monthly cell service for Maintenance	134.79	
		Monthly cell service for Fire Chief (\$25.95 reimbursed through payroll deduction for add on features)	90.83	
		U.S. Cellular		792.01
9/21/13	Jim's Service Center	Replace strut rods and oil & filter change on cruiser 205	185.45	
		Jim's Service Center		185.45
9/21/13	Ferguson Waterworks	(2) 18" ferncos for storm sewer	198.60	
		Ferguson Waterworks		198.60
9/21/13	Frontier	55% of monthly telephone service for all departments.	116.44	
		Frontier		116.44
9/21/13	The Digital Soup, LLC	Updates for wireless box to headquarters	230.00	
		The Digital Soup, LLC		230.00
9/21/13	R.D. Wilson-Sons & Comp	(1) case of dumpster deodorant	64.77	
		R.D. Wilson-Sons & Company		64.77
9/21/13	Advance Auto Parts	Cleaning supplies for trucks	8.97	
		Advance Auto Parts		8.97
9/21/13	Frontier	Waste Account's 15% of monthly telephone service for all departments.	31.75	
		Frontier		31.75
9/22/13	Chris Perkins	Towing expense for police department	85.00	
		Chris Perkins		85.00
9/23/13	Nutter Fort Payroll Account	Bi-weekly Treasurer Office wages	1,358.36	
		Bi-weekly Police Department wages	6,212.99	
		Bi-weekly Street Department wages	4,433.28	
		Bi-weekly Recycle Department wages	294.76	
		Treasurer's office Ins Opt out	250.00	
		Code Official's bi-weekly wages	370.46	
		Fire Chief bi-weekly wages	1,100.96	
		Fire Chief Insurance Opt Out	125.00	
		Police Special Duty bi-weekly wages	153.60	
		Nutter Fort Payroll Account		14,299.41
9/23/13	Wex Bank	Monthly fuel expense for garbage truck for September 2013	817.01	
		Wex Bank		817.01
9/23/13	Nutter Fort Payroll Account	Bi-weekly waste wages	2,857.84	
		Nutter Fort Payroll Account		2,857.84
9/23/13	Nutter Fort Payroll	Treasurer's Office bi-weekly FICA/Medicare Tax	121.41	
		Police Dept. bi-weekly FICA/Medicare Tax	469.00	
		Fire Dept. bi-weekly FICA/Medicare Tax	92.55	
		Street Dept. bi-weekly FICA/Medicare Tax	334.67	
		Recycle Dept. bi-weekly FICA/Medicare Tax	22.26	
		Code Enforcement bi-weekly FICA/Medicare Tax	27.97	
		Police Special Duty bi-weekly FICA/Medicare Tax	11.60	
		Nutter Fort Payroll		1,079.46
9/23/13	Nutter Fort Payroll	Waste account's bi-weekly FICA/Medicare Tax	215.72	
		Nutter Fort Payroll		215.72
9/24/13	Sandy's Hardware	(6) bails of straw & 20 lbs of grass seed	100.69	
		Sandy's Hardware		100.69
9/24/13	Advance Auto Parts	Battery for 2009 Dodge Ram	141.99	
		Advance Auto Parts		141.99
9/25/13	Sandy's Hardware	(4) bails of straw & 35 lbs of grass seed	88.79	
		Sandy's Hardware		88.79
9/25/13	Sandy's Hardware	60 lbs of concrete mix	7.98	
		Sandy's Hardware		7.98
9/25/13	MCM Business Systems	Chair for police chief	310.00	
		MCM Business Systems		310.00
9/26/13	Chase Card Services	(1) Fingerprint password door lock - Fire Dept	168.48	
		(3) Fingerprint password door locks - Police Dept	505.44	
		New safe for Police Dept	1,058.02	
		Office supplies for Police Dept	13.74	
		1/4 cost of new laptop, office supplies for Maintenance Supervisor, & uniforms for Mitchell McKnight	218.99	
		Help wanted ad for police officer	96.00	
		Chase Card Services		2,060.67
9/26/13	PC Renewal	Shredding of (4) computer hard drives and recycling of 338 lbs of electronic equipment	20.00	
		PC Renewal		20.00
9/26/13	R.D. Wilson-Sons & Comp	1/4 cost of boots for Mitchell McKnight	30.48	
		R.D. Wilson-Sons & Company		30.48
9/26/13	Chase Card Services	1/4 cost of new laptop, office supplies for Maintenance Supervisor, & uniforms for Mitchell McKnight - Waste	218.98	
		Chase Card Services		218.98
9/26/13	R.D. Wilson-Sons & Comp	1/4 cost of boots for Mitchell McKnight - Waste	30.49	
		R.D. Wilson-Sons & Company		30.49
9/27/13	YMCA of Harrison County	August 2013 billing for corporate membership	32.00	
		YMCA of Harrison County		32.00

9/27/13	Harrison Co. Sheltered Wo	1/4 cost of (2) T-shirts & (2) sweatshirts for Mitchell McKnight Harrison Co. Sheltered Workshop, Inc.	12.62	12.62
9/27/13	Harrison Co. Sheltered Wo	1/4 cost of (2) T-shirts & (2) sweatshirts for Mitchell McKnight - waste Harrison Co. Sheltered Workshop, Inc.	12.63	12.63
9/30/13	Skasiks Quality Cleaners	Alterations & cleaning of uniforms for the Police Dept. for September 2013 Skasiks Quality Cleaners	71.34	71.34
9/30/13	Clarksburg Exponent/Tele	Help wanted ad for police officer Clarksburg Exponent/Telegram	291.84	291.84
9/30/13	Clarksburg Asphalt Compa	5.89 tons of wearing asphalt at \$71/ton Clarksburg Asphalt Company	418.19	418.19
9/30/13	Nutter Fort Payroll Account	Treasurer's office expense for monthly dental insurance Police Department's expense for monthly dental insurance Street Department's expense for monthly dental insurance Fire Department's expense for monthly dental insurance Nutter Fort Payroll Account	65.74 94.09 94.09 94.08	348.00
9/30/13	Nutter Fort Payroll Account	Waste account's share of employees monthly dental insurance Nutter Fort Payroll Account	347.99	347.99
10/1/13	Waste Management	74.40 tons of waste @ \$45.35 per ton disposed for service period of 9/16/13-9/30/13. Waste Management	3,374.07	3,374.07
10/1/13	MonPower	Ohio Avenue Playground Lighting MonPower	12.17	12.17
10/1/13	Brickstreet Mutual Insuran	Worker's Compensation Installation FY 13/14 - Police Worker's Compensation Installation FY 13/14 - Maintenance Worker's Compensation Installation FY 13/14 - Treasurer Worker's Compensation Installation FY 13/14 - Recycle Brickstreet Mutual Insurance Co.	347.23 124.90 143.64 12.48	628.25
10/1/13	State Treasurer's Office	Monthly CVRF Collections Monthly LETF Collections Monthly Regional Jail Fee Collections Monthly Community Corrections Collections State Treasurer's Office	155.64 38.92 655.43 194.55	1,044.54
10/1/13	Brickstreet Mutual Insuran	Worker's Compensation Installation FY 13/14 - Waste Brickstreet Mutual Insurance Co.	628.25	628.25
10/2/13	MCM Business Systems	Monthly copier maintenance fee MCM Business Systems	54.59	54.59
10/3/13	Sandy's Hardware	Paint brushes & chalk line Sandy's Hardware	24.97	24.97
10/3/13	Quill Corporation	1/4 cost of office supplies & coffee Quill Corporation	30.74	30.74
10/3/13	R.D. Wilson-Sons & Comp	Air freshener dispenser R.D. Wilson-Sons & Company	27.00	27.00
10/3/13	R.D. Wilson-Sons & Comp	Return of air freshener & dispenser R.D. Wilson-Sons & Company	75.96	75.96
10/3/13	R.D. Wilson-Sons & Comp	Air freshener & latex gloves R.D. Wilson-Sons & Company	84.78	84.78
10/3/13	Quill Corporation	1/4 cost of office supplies & coffee - waste Quill Corporation	30.73	30.73
10/4/13	Town of Nutter Fort Payroll	RHBT - Waste Department share Town of Nutter Fort Payroll Account	660.00	660.00
10/4/13	Town of Nutter Fort Payroll	Monthly Health Ins. - Waste Account Town of Nutter Fort Payroll Account	1,738.24	1,738.24
			<u>33,941.40</u>	<u>33,941.40</u>

**Water Board Account
Purchase Journal**

For the Period From Sep 21, 2013 to Oct 4, 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
9/21/13	Frontier	15% of monthly telephone service for all departments. Frontier	31.75	
9/23/13	Nutter Fort Payroll Accou	Bi-weekly Oper. labor Bi-weekly transmission line repair Bi-weekly customer collection labor Nutter Fort Payroll Account	1,720.95 178.10 1,186.47	3,085.52
9/23/13	Nutter Fort Payroll Accou	Bi-weekly FICA/Medicare Tax Nutter Fort Payroll Account	232.93	232.93
9/26/13	Clarksburg Water Board	Water purchased monthly - 9,968,000 gallons @ \$3.00 per thousand purchased from 8/28/2013-9/26/2013 Clarksburg Water Board	29,904.00	29,904.00
9/26/13	Chase Card Services	1/4 cost of new laptop, office supplies for Maintenance Supervisor, & uniforms for Mitchell McKnight 1/4 cost of new laptop, office supplies for Maintenance Supervisor, & uniforms for Mitchell McKnight Chase Card Services	218.98 472.00	690.98
9/26/13	R.D. Wilson & Company	1/4 cost of boots for Mitchell McKnight R.D. Wilson & Company	30.49	30.49
9/26/13	WV Rural Water Associa	Registration for WVRWA Technical Conference	125.00	

		Mitchell McKnight - water Harrison County Sheltered Workshop		12.63
9/30/13	Nutter Fort Payroll Accou	Water account's expense for employees monthly dental insurance Nutter Fort Payroll Account	348.00	348.00
10/1/13	Brickstreet Mutual Insura	Worker's Compensation Installation FY 13/14 - Water Brickstreet Mutual Insurance Co.	628.25	628.25
10/1/13	Payroll Account - Town o	Monthly expense for health insurance	1,614.08	1,614.08
		Payroll Account - Town of Nutter Fort		1,614.08
10/1/13	Payroll Account - Town o	RHBT - Monthly remittance Payroll Account - Town of Nutter Fort	660.00	660.00
10/2/13	Water Renewal & Replac	Monthly required 2.5% deposit to the Water R&R account Water Renewal & Replacement	1,922.00	1,922.00
10/3/13	Quill Corporation	1/4 cost of office supplies & coffee Quill Corporation	30.73	30.73
			<u>39,316.36</u>	<u>39,316.36</u>

Monthly Water Loss Report

Water Company:

For the Month of: Year:

Water Produced this month: gallons
 Water Purchased this month: gallons

A: Total Water Produced and Purchased = 10,464,000 gallons

Sold: Residential gallons
 Commercial gallons
 Bulk Water Sales gallons

Total Sold = 9,857,900 gallons

B: Difference: (Produced+Purchased) - Sold = 606,100 gallons

% Difference = 6 % total water loss

Gallons of Water Accounted For:

Breaks (Estimated Total)	<input type="text" value="293,050"/>	gallons
Hydrant Flushing	<input type="text"/>	gallons
Storage Tank Overflow	<input type="text"/>	gallons
Water Treatment Plant Use	<input type="text"/>	gallons
Wastewater Treatment Plant Use	<input type="text"/>	gallons
Fire Department Use	<input type="text" value="13,000"/>	gallons
Net Computer Adjustment + / -	<input type="text" value="6,100"/>	gallons
Other	<input type="text"/>	gallons

C: Total Gallons Accounted For = 312,150 gallons

Loss: Unaccounted-for Water: (B-C) = 293,950 gallons

% Loss: Unaccounted-for Water: (B-C)/A %= 3 % unaccounted - for loss

Gallons / Day Loss = days in month

**Gallons / Minute Loss = 9,482 gallons/day
7 gallons/min.**