

Council Meeting  
Town of Nutter Fort  
11/8/16

Mayor Maxson invited attendees to join in prayer offered by William Benincosa, followed by the Pledge of Allegiance.

Mayor Maxson called the meeting to order in council chambers at 6:30 pm.

Attendance: Mayor Sam Maxson, Recorder Charlene Louk, Councilors William Benincosa, Natalie Haddix, Bruce Kidd, Karen Phillips and Brenda Riley

Absent: Treasurer Julia Foley, Maintenance Supervisor Jim Wolfe, Fire Chief Jeremy Haddix and Code Enforcer Warren Gregory

Also present: Police Chief Ron Godwin

Guests: Charlotte and Jim Link

**Minutes:** Minutes of the October 25th meeting were approved after a motion by Karen Phillips and second by Bruce Kidd.

**Treasurer's Report:** None

- Accounts payable were approved after a motion by Karen Phillips and second by Brenda Riley.

**Unfinished business:**

- Discussion on Code Enforcement (CE): Mrs. Foley received a response yesterday from the Ethics Committee. The email was forwarded to council and a hard copy was provided tonight for review. The email indicates there is a way to compensate a town employee working as CEO in addition to their current duties. Council would like to get Attorney Brown's opinion on the email response. Council asked why the CE position had not been advertised as voted on at the last meeting? Recorder Louk explained this was put on hold due to a misunderstanding: we had not spoken with Johnnie Brown and did not have a response from the Ethics Committee regarding pay for an internal hire, as originally thought. Council fears there will be a number of problems if a current employee is designated CEO and would like to move forward with advertising for the position. Council asked the following questions regarding current CE Gregory: was there clear communication of expectations, and is there a position description to follow? Councilors Haddix and Benincosa noted they reached out to Mr. Gregory on numerous occasions and he always responded. Chief Godwin noted that Mr. Gregory has worked with him on a number of problems and is able to get things accomplished. He is very knowledgeable and devotes his time to bigger issues such as the old gym. He has made progress with many problem areas. Councilor Benincosa and Chief Godwin volunteered to meet with Mr. Gregory and review expectations, accountability, attendance at council meetings at least monthly, and general discussion of the CE position. Council agreed there needs to be a written job description. Natalie Haddix moved to have this meeting with Mr. Gregory and hold off advertising for another CEO at this time. Motion passed after a second by Bruce Kidd.
- A letter from Bunie Harper, Town Engineer was shared (attached). This was in response to a personal letter presented at the 9/27/16 council meeting requesting abandonment of a portion of the alley known as Washington St. After a site visit and evaluation of sanitary sewer lines located in the area, Mr. Harper recommends the request be denied. Bruce Kidd moved to deny the request based on the findings outlined in the letter from Mr. Harper. Motion passed after a second by Karen Phillips.
- Mayor Maxson has made two attempts to talk to the Food Lion Manager about ongoing yard sales on the property. He will follow-up as the manager was not working either time.

**New Business:**

- Council was asked to consider appointing Town Treasurer as designated agent for receipt of tax information pursuant to WV 11-10-5d(i). This is a formality required by WV State Tax Dept. to release information to a town representative. Natalie Haddix moved to name Treasurer Julia Foley as the designated agent. Motion passed after a second by Brenda Riley.
- Mayor Maxson informed council United Way asks that town employees consider donating to the campaign. This can be done through payroll deduction.
- Karen Phillips moved to accept the Proclamation for Christian Heritage Week. Motion passed after a second by Brenda Riley.

**Committee Reports:**

**Police Dept:** Chief Godwin reported the Police and Fire Dept. participated in a drug awareness night at McDonalds on 11/3 from 4 to 7 pm, which was very well attended. McDonalds is donating 20% of the proceeds to the Police and Fire Departments. They plan on using the funds to purchase vests. Chief Godwin is trying to get the testing process completed for an officer to fill the current vacancy. Only two candidates remain. They now have to pass a background check. We may have another vacancy in the near future, so Chief Godwin has been looking at different ways to add staff. There is a state code allowing him to appoint a "deputy chief". This would likely fall under the Lieutenant pay structure. There is someone interested in the position with 30 years experience. This person is retiring soon from his current position, would be a good fit and is fully trained. Chief Godwin has talked with his officers to explain the situation and answer their questions. They have been very understanding. The only requirement is the town would need to write an ordinance for this position. Chief Godwin mentioned the town should send a thank you letter to Mike Ross and Ike Morris for their help in getting the old gym demolished. Mayor Maxson stated a letter has been drafted and will be sent out soon.

**Fire Dept:** The Halloween party was very nice. 10 bicycles were given away.

**Maintenance Dept :** Concrete work behind the Fire Dept. is nearly complete. This was a bigger project than anticipated.

**Other Comments:** The old Subway building has been sold and will be an insurance agency. RG plans to move in the spring. Recorder Louk asked if there was an ordinance that would allow us to be proactive and require RG to clean up their property when they move. The rear lot is full of old vehicles and the like. Council is not aware of any ordinance, but agrees it should not be left for the town to deal with.

Mayor Maxson is still working to get something done with the old Go Mart.

Recorder Louk shared information from the 10/26/16 State Auditor's meeting. Council took no action at this time.

Meeting adjourned by acclamation at 7:45pm.

Respectfully submitted,

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Charlene Louk, Recorder

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Sam Maxson, Mayor