

**Council Meeting
Nutter Fort
June 11, 2013**

The regular council meeting of Nutter Fort, was held, Tuesday, June 11, 2013, in council chambers with the following members present: Stephen Korn, Barbara Gorby, William Benincosa, Karen Phillips, Robin Newhouse, Mayor Nathan Rohrbough, and Recorder Sam Maxson, Also present were Treasurer Julia Foley, Fire Chief Jeremy Haddix, Maintenance Supervisor Jim Wolfe, and Police Chief Ron Godwin. Guests were Leanna Spornak, Ryan Roberts, Bruce Kidd, Jim Link, and Charlotte Link.

The meeting was called to order at 7:30PM by Mayor Rohrbough, with Councilor Newhouse asking prayer, followed by the pledge of allegiance.

- William Benincosa motioned approval of an ordinance that would increase the compensation for election workers (attached) and, following a second by Stephen Korn, the motion was approved by unanimous vote on the first reading.
- A motion to approve an ordinance (attached) that would grant full time employees a 2% raise was approved by unanimous vote after a motion by Robin Newhouse and a second by Barbara Gorby.
- Barbara Gorby motioned approval of a motion (attached) to increase the compensation for sanitary board members. After a second by Stephen Korn, the motion was approved by unanimous vote.
- Robin Newhouse motioned to authorize the mayor to execute the contract for the purchase of the property at 1405 Buckhannon Pike. After a second by Barbara Gorby, the motion was passed by unanimous vote.
- A motion to approve the budget revision (attached) from the May 28 meeting was made by Robin Newhouse, seconded by Barbara Gorby, and passed by unanimous vote.
- The building permits, except for the one at 315 Burton Ave. (see attached) were approved by unanimous vote after a motion by Robin Newhouse and a second by Barbara Gorby.
- The bills (attached) were approved by unanimous vote following a motion by Robin Newhouse and a second by Barbara Gorby.
- Barbara Gorby motioned approval of the minutes of the May 28, 2013 meeting, and, following a second by Karen Phillips, they were approved by unanimous vote.

Old Business Councilor Newhouse inquired about a stop sign at the top of Maryland Ave. The Mayor stated that installation of the sign is on the schedule. The Mayor also reported that Clarksburg is having problems with their street sweeper and that sweeping of our streets will be delayed.

New Business Councilor Newhouse asked that the signs in front of the office and the ones coming into town be re-painted. Mayor Rohrbough told council that the lights for the flags on the island are here and will be installed soon. Recorder Maxson reminded council that canvassing of the ballots will take place in council chambers Tuesday, June 18 at 7:00PM.

Police Chief's Report No Report

Fire Chief's Report Chief Haddix reports the Ultimate Giveaway tickets are now available. Price will be \$30 each or 4 for \$100. He also reports the new fire truck is at Findley Fire Equipment getting some final adjustments and will be in service by the end of the week.

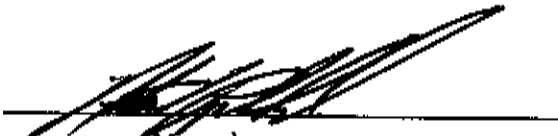
Treasurer's Report Treasurer Foley reports that the office is working on letters to be sent to all present committee members inviting them to a "get together".

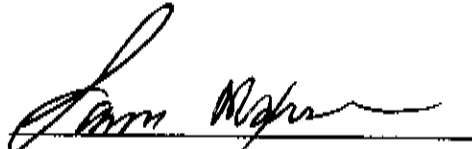
Citizen's Comments Bruce Kidd stated that he wants to go on the record that he feels it is a disgrace and a sham that officials received a 50% pay raise and the employees only received a 2% raise. He felt that council was not being fiscally responsible.

Treasure Foley commented that the officials had not had a pay raise in over 20 years and, if they had been granted a 2% raise each year, it would amount to the same raise the officials received.

Leanna Spornak reported that some of the residents behind the Harley shop wish to participate in the Neighborhood Watch program.

The meeting was adjourned at 8:15PM after a motion by Robin Newhouse and a second by William Benincosa.


(Mayor)


(Recorder)

AN ORDINANCE CREATING, ESTABLISHING AND PROVIDING FOR A SALARY INCREASE FOR TOWN OF NUTTER FORT OFFICIALS THAT WILL TAKE EFFECT ON JULY 1, 2013.

Whereas elected officials salary has not increased since July 1, 1995, it is hereby ordained by the Council of the Town of Nutter Fort, Harrison County, West Virginia to adopt the following changes regarding compensation for elected officials.

COMPENSATION FOR ELECTED OFFICIALS.

Beginning July 1, 2013, municipal officials shall be compensated in the following manner:

- **Office of Mayor** will be compensated as follows on a monthly basis.
Payment from the *General Revenue Account* will increase from \$447.50 to \$550.00
Payment from the *Sanitary Board Account* will increase from \$84.50 to \$150.00
Payment from the *Water Board Account* will increase from \$68.25 to \$150.00
Payment from the *Waste Account* will increase from \$25.00 to \$50.00

The overall monthly salary for the **Office of Mayor** will increase from \$625.25 to \$900.00. A 44% increase.
- **Members of the Office of Council** will be compensated in the following manner on a monthly basis.
Payment from the *General Revenue Account* will increase from \$100.00 to \$150.00

Each **member of council** will be compensated on a monthly basis in the amount of \$150.00. A 50% increase.
- **Office of Recorder** will be compensated in the following manner on a monthly basis.
Payment from the *General Revenue Account* will increase (50%) from \$200.00 to \$300.00

Passed by the Council of the Town of Nutter Fort this the ____ day of _____, 2013.

Passed by the Council of the Town of Nutter Fort on the second and final reading this the ____ day of _____, 2013.

Mayor - Nathan Rohrbough

Attest:

Recorder - Sam Maxson

AN ORDINANCE CREATING AND ESTABLISHING AND PROVIDING FOR A RAISE TO THE EMPLOYEES OF THE TOWN OF NUTTER FORT, WEST VIRGINIA, HARRISON COUNTY; AMENDING AND RE-ENACTING THE PERSONNEL POLICY, ADDRESSING WAGES AND BENEFITS.

Be it ordained by the Council of the Town of Nutter Fort, Harrison County, West Virginia.

A wage increase of 2% will be granted effective on July 1, 2013 to all **permanent full-time** employees of the Town of Nutter Fort. This will be in addition to their present wage rates.

PASSED on the first reading this 11th day of June, 2013.

PASSED on the second and final reading this 25th day of June, 2013.

Nathan Rohrbough – Mayor

Attest: _____

Sam Maxson - Recorder

AN ORDINANCE TO AMEND AND RE-ENACT SECTION 4 OF CHAPTER ONE, ARTICLE 145 OF THE CODIFIED ORDINANCES OF THE TOWN OF NUTTER FORT.

It is hereby ordained by the Council of the Town of Nutter Fort, Harrison County, West Virginia to adopt the following changes to 145.04 regarding compensation for appointed sanitary board members.

145.04 (f) COMPENSATION FOR APOINTED SANITARY BOARD MEMBERS.

Beginning July 1, 2013, the appointed members of the sanitary board shall receive as compensation for their services, the monthly sum of fifty dollars (\$50.00).

Passed by the Council of the Town of Nutter Fort this the ____ day of _____, 2013.

Passed by the Council of the Town of Nutter Fort on the second and final reading this the ____ day of _____, 2013.

Mayor - Nathan Rohrbough

Attest:

Recorder - Sam Maxson

Approval of building permits:

Owner	Location	Description of work	Contractor (if applicable)	Estimated Cost	Notes
Linda Bell	600 West Virginia Avenue	Add four steps with railing Painting, floor coverings, plumbing, water line replacement, light fixtures and patch drywall		\$670.00	
Quint Pitts	101 Edison Street			\$2,000.00	
Charles & Sharon Zwick	312 Indiana Avenue	Repair retaining wall		\$5,000.00	
William Taylor	210 Indiana Avenue	Upgrade electrical		\$800.00	
Marvin Jones	719 1/2 Ohio Avenue	Install furnace Build deck on rear of house	Quality Home Comfort	\$2,498.14	
Jason & Elizabeth Whitehair	315 Burton Avenue			\$237.00	
Charles & Sharon Zwick	312 Indiana Avenue	Adding/remodeling steps to rear of house Remodal deck, replace 4 windows and insulate		\$500.00	
Wolfe Rentals LLC	503 Maryland Avenue			\$7,000.00	
Wayne Godwin	135 Pennsylvania Avenue	Replace deck	Benincosa Construction	\$7,000.00	
Richard Rowan	308 Pennsylvania Avenue	Install French drains	Frater's Excavating	\$4,000.00	

**General Revenue Account
Purchase Journal**

For the Period From May 25, 2013 to Jun 7, 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
5/25/13	Frontier	55% of monthly telephone service for all departments. Frontier	109.33	109.33
5/25/13	Jim's Service Center	Brake repairs & oil change on 205 (2009 Dodge Charger) Jim's Service Center	444.85	444.85
5/25/13	Jim's Service Center	Oil change on cruiser 202 Jim's Service Center	20.00	20.00
5/25/13	L.K. Bennett Appraisals	Land appraisal of 1405 1/2 Buckhannon Pike L.K. Bennett Appraisals	300.00	300.00
5/25/13	T-Body Auto Body Repair	Repairs to Fire Chief's truck - was damaged from dealership - amount to be reimbursed to the Town from Stephen's Auto T-Body Auto Body Repair	772.18	772.18
5/25/13	Quill Corporation	Coffee, ink cartridges, correction tape, binder clips, tape for office Quill Corporation	236.45	236.45
5/25/13	Wex Bank	Monthly fuel expense for Fire Department May 2013 Wex Bank	265.29	265.29
5/25/13	Hewlett-Packard Company	LED monitor and speaker bar for Chief of Police's computer Hewlett-Packard Company	198.00	198.00
5/25/13	Hewlett-Packard Company	Microsoft Office Home & Business 2013 software for Chief of Police's computer Hewlett-Packard Company	205.00	205.00
5/25/13	State Equipment, Inc.	Pin for backhoe State Equipment, Inc.	71.46	71.46
5/25/13	Prices Garage	Engine, transmission, & catalytic converter repairs on 206 (203 Crown Vic) Prices Garage	1,445.80	1,445.80
5/25/13	FP Mailing Solutions	Quarterly rental of postage machine and scale FP Mailing Solutions	59.85	59.85
5/25/13	Frontier	Waste Account's 15% of monthly telephone service for all departments. Frontier	29.81	29.81
5/25/13	Wex Bank	Monthly fuel expense for garbage truck for May 2013 Wex Bank	1,136.00	1,136.00
5/25/13	Sage Checks & Forms	500 Waste Account checks Sage Checks & Forms	165.66	165.66
5/25/13	Dell Marketing L.P.	(3) computer monitors Dell Marketing L.P.	404.97	404.97
5/25/13	Dell Marketing L.P.	(3) computers for office Dell Marketing L.P.	2,550.99	2,550.99
5/25/13	Dell Marketing L.P.	Office server Dell Marketing L.P.	1,918.97	1,918.97

5/26/13	Chase Card Services	Police Dept Supplies - 1st Aid supplies for cruisers, bailout bags	60.26	
		Police Dept - Computer supplies	82.97	
		Maintenance Supplies - Vehicle Cleaning supplies, office supplies, water, paint	276.84	
		Fire Dept Supplies - Anti Sway Radio Straps, Adhesive Magnetic Sheets	377.07	
		Treasurer Supplies	197.60	
		Chase Card Services		994.74
5/28/13	WV Assoc. of Municipal Ju	2013/2014 Municipal Judge Membership WV Assoc. of Municipal Judges, Inc.	25.00	25.00
5/29/13	Sandy's Hardware	(2) Drill bits Sandy's Hardware	19.98	19.98
5/29/13	Tire & Rubber, Inc.	Disposal of (6) passenger tires @ \$1.50 each Tire & Rubber, Inc.	9.00	9.00
5/29/13	Appalachian Tire Products	(2) 22.5x8.25 Uni-Mount Wheels for garbage truck Appalachian Tire Products, Inc	266.00	266.00
5/29/13	MonPower	LED traffic lights - Rt. 20 Ohio Ave Playground Lights Pennsylvania Ave Traffic Light Caution Light Buckhannon Pike MonPower	25.44 34.95 23.28 11.54	95.21
5/30/13	Jim's Service Center	Inspection of 2008 Ford Shop Truck Recycling truck repairs - steering column repairs - billing Stonewood for 1/2 Jim's Service Center	12.00 313.28	325.28
5/30/13	Sandy's Hardware	Grass seed and straw Sandy's Hardware	45.88	45.88
5/30/13	Satisfaction Tree Service	Removal of 9 trees over road and 3 small trees off of road at Brian Street & WV Avenue Satisfaction Tree Service	3,100.00	3,100.00
5/31/13	Clarksburg Exponent/Tele	Sample ballot printing in newspaper Clarksburg Exponent/Telegram	160.95	160.95
5/31/13	MCM Business Systems	(3) cases xerox paper MCM Business Systems	102.90	102.90
5/31/13	Harrison Co. Recycling Ce	Monthly recycling fees - May 2013 Harrison Co. Recycling Center	25.00	25.00
6/1/13	Meadowfill Landfill, Inc.	85.42 tons of waste @ \$45.35 per ton disposed for service period of May 5/17-5/31/2013. 13.86 tons of waste @ \$28.25 per ton for clean up fees during the period of 5/20-5/25/2013 Meadowfill Landfill, Inc.	3,873.86 391.55	4,265.41
6/2/13	Super America Group, Inc.	Police Department monthly fuel expense Fire Department monthly fuel expense Maintenance Department monthly fuel expense Recycle Department fuel expense Super America Group, Inc.	2,401.57 1,093.60 394.31 112.85	4,002.33
6/3/13	Skasiks Quality Cleaners	May 2013 alterations and cleaning for Police Dept. Dept. Skasiks Quality Cleaners	116.06	116.06
6/3/13	John Deere Financial	Straw John Deere Financial	8.99	8.99
6/3/13	Nutter Fort Payroll Accoun	Bi-weekly waste wages Nutter Fort Payroll Account	3,994.11	3,994.11
6/3/13	Nutter Fort Payroll	Mayor - Monthly FICA/Medicare Council - Monthly FICA/Medicare Recorder - Monthly FICA/Medicare Police Judge - Monthly FICA/Medicare Treasurer's Office bi-weekly FICA/Medicare Tax Police Dept. bi-weekly FICA/Medicare Tax Police Special Duty bi-weekly FICA/Medicare Tax Fire Dept. bi-weekly FICA/Medicare Tax Street Dept. bi-weekly FICA/Medicare Tax Recycle Dept. bi-weekly FICA/Medicare Tax Code Enforcement bi-weekly FICA/Medicare Tax Treasurer's Ins. Opt Out FICA/Med. Police Dept. Ins. Opt Out FICA/Med. Fire Dept. Opt Out FICA/Med. Nutter Fort Payroll	33.88 37.86 15.14 18.93 198.00 647.40 22.80 81.54 267.62 19.91 28.05 28.39 9.46 9.46	1,418.44
6/3/13	WV Correctional Industries	(30) Citation Books WV Correctional Industries	110.45	110.45

6/4/13	MonPower	Nutter Fort Payroll Monthly charge for street lighting MonPower	1,498.39	302.40
6/4/13	MCM Business Systems	Correction tape & file folders for Police Dept MCM Business Systems	37.75	1,498.39
6/4/13	Advance Auto Parts	Hydraulic oil & transmission fluid for old garbage truck Advance Auto Parts	133.26	37.75
6/6/13	Nutter Fort Library	Quarterly budget amount Nutter Fort Library	5,000.00	133.26
			<u>36,392.14</u>	<u>5,000.00</u>
			<u>36,392.14</u>	<u>36,392.14</u>

**Water Board Account
Purchase Journal**

For the Period From May 25, 2013 to Jun 7, 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
5/25/13	Frontier	15% of monthly telephone service for all departments. Frontier	29.82	
5/25/13	A Hughes Supply C	3/4" fittings A Hughes Supply Company	59.06	29.82
5/27/13	Water Renewal & R	Monthly required 2.5% deposit to the Water R&R account Water Renewal & Replacement	1,800.44	59.06
5/28/13	Sandy's Hardware	Roll plastic for water break on Route 98 Sandy's Hardware	7.29	1,800.44
5/28/13	Clarksburg Water B	Water sample testing for water break on Route 98 Clarksburg Water Board	42.00	7.29
5/30/13	Clarksburg Water B	Water purchased monthly -12,034,000 gallons @ \$3.00 per thousand purchased from 4/25/2013-5/28/2013 Clarksburg Water Board	36,102.00	42.00
5/30/13	A Hughes Supply C	(2) maxi fit couplings for main water line A Hughes Supply Company	441.26	36,102.00
6/2/13	SuperAmerica Grou	Share of monthly fuel expense. SuperAmerica Group	204.17	441.26
6/3/13	Nutter Fort Payroll A	Bi-weekly Oper. labor Bi-weekly transmission line repair Bi-weekly meter reading labor Bi-weekly customer collection labor Monthly Mayor salary Nutter Fort Payroll Account	1,262.66 454.56 904.96 68.25	204.17
6/3/13	Nutter Fort Payroll A	Bi-weekly FICA/Medicare Tax Nutter Fort Payroll Account	203.70	2,690.43
6/6/13	First State Bank 100	Payment #19 on backhoe First State Bank 10000	1,020.62	203.70
			<u>42,600.79</u>	<u>1,020.62</u>
			<u>42,600.79</u>	<u>42,600.79</u>