

**Council Meeting  
Town of Nutter Fort  
07/25/17**

A group photo of council members was taken before the meeting. Mayor Maxson then 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 6:37 pm.

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

**Also present:** Treasurer Julia Foley, acting Maintenance Supervisor Taylor Keith, Police Chief Ron Godwin, Fire Chief Jeremy Haddix and Code Enforcer Keith Kesling.

**Absent:** Maintenance Supervisor Jim Wolfe.

**Guests:** Janet Conrad, Linda Blake, Charlotte and Jim Link, Dianna and Ron Nuzum, Art and Libby Rohrbough, Allison Giannone and John Folio.

**Minutes:** Minutes from the July 11th meeting were approved by unanimous vote after a motion by Bruce Kidd and second by Karen Phillips.

**Treasurer's Report:** Mrs. Foley spoke to Cohen Law Group in reference to the continued audit with TWC (now Spectrum). They've had a lot of turnover and can't produce the list of consumers to determine franchise fees owed the town. They are offering a settlement of \$8500.00 for past fees. The settlement sounds reasonable, but Treasurer Foley isn't comfortable accepting it until the list is complete from this point forward. She also wants to be sure we are getting all revenues from Home Shopping Network (HSN), etc.

- We received the Community Garden Grant check in the amount of \$1372.00.
- Accounts payable were approved after a motion by Bruce Kidd and second by Karen Phillips.

**Unfinished business:** A Ribbon Cutting Ceremony was held tonight at 6 pm for the Community Garden. Linda Blake gave the group an update. There are now plants in three boxes. Mulch is being put around the boxes. There was discussion about the type, height, how large to make the fenced area and the cost. Linda will work with Taylor to make a decision. Council voted to match the grant funds for needs of the Community Garden after a motion by Bruce Kidd and second by Karen Phillips. Use of volunteers in lieu of town employees was suggested when possible. Linda has reached out to the five churches in the town with no response. She has not contacted Center Branch Church because they are outside the town. Councilor Phillips said Center Branch has reached out to us before and are always willing to help.

- Update on Maintenance Supervisor wage tabled until all other business is completed.
- Mayor Maxson has been working with the engineer to correct problems with last year's sidewalk project. They did a poor job on patch work and there are more cracks. A lot of it will need re-done. We haven't paid our 20% of the cost due to these unresolved problems.

**New Business:**

- Taylor Keith discussed repairs vs. replacement of the 2008 F250 maintenance truck. It only has 80,000 miles, but they are rough miles and there's a major problem with the transmission. Fluid must be replaced every 500 miles to keep it running without issue. Repairs will cost \$3000-5000.00. The plow also needs replaced (\$6000.00). It is OK for occasional use, but will not last under heavy use by the town. He recommends replacing the truck with a little heavier, one-ton and a snowplow that's interchangeable with one of our other trucks. A bid from Stephen's Auto, who has the state contract with the best price, would be around \$45,000.00. After discussion regarding the truck and our finances, Bruce Kidd moved Taylor Keith and Julia Foley work together to come up with details of purchasing a new truck. Approved by unanimous vote after a second by Brenda Riley. Mr. Keith recommended placing the truck in the vacant lot for visibility, especially with high traffic expected during the upcoming Blackberry Festival. Mechanical issues will be disclosed. The truck must be auctioned due to the value being over \$5000.00.
- Councilor Riley asked if vacant buildings can be advertised on our website, adding most of the information on it is old. Mayor Maxson responded yes, and the site needs updated. He worked with Jamie Metz in the past, from the Harrison Co. Economic Development Authority (HCEDA), who took pictures of vacant businesses. Councilor Kidd added the HCEDA should advertise these for us.

**Committee Reports:**

**Police Dept:** None

**Fire Dept:** Some positive news for this year: all trucks passed the recent pump tests.

**Maintenance Dept:** Taylor Keith reported the dept. used 20 tons of blacktop for patching this week and plans to use 40 tons next week. They've also been cleaning up entrances to the town, especially since the Blackberry Festival is coming up. Guest, John Folio asked if there were plans to pave Bagwell Ave., which is in bad shape. Mr. Keith agreed and said it's on the list to be paved. There's an issue with mine water drainage on upper Bagwell. Mayor Maxson has asked DEP to intervene, but we are low on their priority list. Mr. Keith says maintenance should be able to fix this and plan to before paving is done. He has emailed JF Allen regarding a date for our paving. He can't get them to respond.

**Code Enforcement:** Mayor Maxson introduced Keith Kesling, the new Code Enforcement Officer. Keith stated things are moving in the right direction. Notices of violation were sent, one to RG Motors for poor conditions and vehicles left behind the building. Another was to David Romano for the vacant lot on Maryland Ave regarding a fallen tree needing removed.

**Public Comment:** Art Rorhbough thanked all departments and council and for patch work on Old Dear Lane, getting the abandoned cars removed and taking care of high grass issues. Mayor Maxson added the holding company is supposed to be taking care of the retaining wall problem at 314 Burton Ave.

Janet Conrad advised council Mr. McDougal rides a golf cart in his neighborhood to gather trash he can reach using a long grabber. Janet asked that he be given some type of recognition.

**Executive session:** Council voted to move into executive session after a motion by Karen Phillips and second by Bruce Kidd. Council discussed:

- Recommended current wage increase for Taylor Keith effective 7/24/17, with a raise to take effect the first pay period of October.
- Hiring of additional staff for Maintenance Dept: desired qualifications, advertising and handbook regulations regarding hiring of relatives.
- Fire Chief salary to be evaluated in near future. No change in salary since hiring five years ago. Position is non-exempt and is entitled to OT, but Chief takes CT to save costs to the town.
- Maintenance supervisor and other salaries to be re-evaluated after Jan 1, 2018.

Council voted to conclude executive session after a motion by Natalie Haddix and second by Karen Phillips.

Mr. Keith was the only person who returned following executive session. He was advised of Council's decision for salary increases.

Plans for maintenance dept. during the Blackberry Festival were discussed to provide adequate staff, but keep costs down. Mr. Keith stated most employees prefer CT and will be offered first. Employees cannot be forced to work for CT. Staff will be staggered to provide the best coverage, and in an effort to control costs. Mrs. Haddix looked back at expenses to the town for the past 5 years. Police Dept. costs have remained nearly the same. Maintenance costs were higher last year than in the past, due to payment of OT verses CT.

Having no further business, the meeting was adjourned by acclamation at 8:20 pm.

Respectfully submitted,

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Charlene Louk, Recorder

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Sam Maxson, Mayor