

**Council Meeting  
Nutter Fort  
August 27, 2013**

The regular meeting of Nutter Fort Council was held, Tuesday, August 27, 2013, in council chambers with the following members present; Stephen Korn, Donald Webster, William Benincosa, Bruce Kidd, Karen Phillips, and Mayor Nathan Rohrbough. Absent was Recorder Sam Maxson. Also present were; Police Chief Ron Godwin, Fire Chief Jeremy Haddix, Maintenance Supervisor Jim Wolfe, Treasurer Julia Foley, and Code Enforcement Officer Adam Barberio. Guests were; Jim Link, Charlotte Link, Leanna Spornak, Jamie Pyles, and David Garvin.

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

A motion was made by Bruce Kidd and seconded by William Benincosa to table the re-appointment of JB Forinash to the Urban Renewal Authority since the office has not been able to contact him.

Code Enforcement Officer Barberio updated council on condemnations (see memo attached)

- The building permits (attached) were approved by unanimous vote after a motion by Bruce Kidd and a second by Karen Phillips.
- Stephen Korn motioned approval of the bills (attached) and they were approved by unanimous vote after a second by Bruce Kidd.
- The minutes of the August 13, 2013 meeting were approved by unanimous vote following a motion by Karen Phillips and a second by Bruce Kidd.

**Old Business** The mayor reports he has met with the engineer and work should begin soon on lighting the veteran's memorial on the island. He also spoke with the company that made the welcome signs on the entrances to town and was told to coat them with polyurethane. Also, the property at 1405 Buckhannon Ave that we purchased for resale, is to be vacated at the end of the month and demo will begin so property can be sold at public auction.

**New Business** The mayor informed council that the United Way has asked us to proclaim September 4 as United Way Day (see attached letter) and invited everyone to the "thermometer" dedication in front of the grade school at 8:45AM, September 4.

**Police Chief's Report** Chief Godwin informed council of some vehicle break-ins. He feels they are looking for drugs and money as they are leaving electronic devices.

He also reported that he has advertised for a list to hire new officers from, In the meantime, Rebecca Shussler, of Pennsylvania Ave., has been appointed to a 90 day temporary term as a police officer. She is trained, certified and works for the Bridgeport Police Department and will work as her schedule allows.

**Maintenance Supervisor's Report** Donald Webster questioned Supervisor Wolfe about the 12% water loss. Wolfe told him that overall, our losses are equal to what they have been in the past.

**Fire Chief's Report** Chief Haddix said the sales of tickets for the ultimate giveaway are strong. He also told council that their equipment have passed the annual testing..

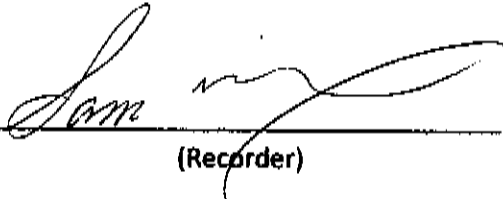
**Treasurer's Report** Treasurer Foley reports that another training session on GIS mapping has been completed. The audit is underway and should be finished this week and the auditing firm will give an opinion on the proposed wage increase for the police department.

**Public's Comments** Leanna Spornak complained about cats and dogs running loose. Chief Godwin informed her that state law forbids trapping cat's except on personal property.

Jim Link asked, in reference to the GIF Mapping, if Nutter Fort was going to have to change any addresses. The answer was no.

- The meeting was adjourned at 8:30PM after a motion by Karen Phillips and a second by Bruce Kidd

  
(Mayor)

  
(Recorder)

Approval of building permits:

Owner	Location	Description of work	Contractor (if applicable)	Estimated Cost	Notes
James Wolfe	201 Maryland Avenue	Build a porch	Griffith Roofing	\$5,200.00	
Deborah Johnson	418 Kentucky Avenue	Replace 4 windows	World	\$1,500.00	
Norval Lawrence	708 Indiana Avenue	Replace/Repair fence		\$300.00	
John Carter	208 Burton Avenue	Replace roof	Burr Contracting Mountaineer Handyman	\$800.00	
Shirley Sheets	107 1/2 Burton Avenue	Building Steps	M&M Stump Services	\$850.00	
Dennis Dutchess	315 Indiana Avenue	Stump removal	Grinding	\$200.00	
Kristin Messenger	208 Edison Street	Replace shingles	Friend	\$300.00	
John Wright Jr.	111 Howard Street	Replace shingles	Bear Paw Contracting	\$85.00	

8/23/13 at 11:25:33.00

**General Revenue Account  
Purchase Journal**

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**For the Period From Aug 10, 2013 to Aug 23, 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
8/10/13	Jim's Service Center	2009 Dodge truck inspection	12.00	
		2004 Ford dump truck inspection	12.00	
		Jim's Service Center		24.00
8/10/13	Liberty Distributors, Inc.	32 Gal Triple Sideload Recycling Containers	6,600.00	
		18 Gal Recycling Bins	5,955.48	
		Liberty Distributors, Inc.		12,555.48
8/10/13	MCM Business Systems	Service on copier located at Maintenance Dept	115.00	
		MCM Business Systems		115.00
8/10/13	Amtower Auto Supply, Inc.	Tools & brake rotors for 2009 Dodge	142.97	
		Amtower Auto Supply, Inc.	14.73	
				157.70
8/10/13	Quill Corporation	1/4 of cost for four (4) jump drives	69.99	
		Quill Corporation		69.99
8/10/13	Hewlett-Packard Company	New computer for Chief of Police	1,435.00	
		Hewlett-Packard Company		1,435.00
8/10/13	Advance Auto Parts	Brake pads for 2009 Dodge Truck	109.98	
		Advance Auto Parts		109.98
8/10/13	Batman's Trophies & Awar	Council name plates & holders	43.85	
		Batman's Trophies & Awards		43.85
8/10/13	Airgas Mountian States	1/4 cost of monthly cylinder rentals - general	39.36	
		Airgas Mountian States		39.36
8/10/13	Quill Corporation	1/4 of cost for four (4) jump drives - waste	69.99	
		Quill Corporation		69.99
8/10/13	Airgas Mountian States	1/4 cost of monthly cylinder rentals - waste	39.35	
		Airgas Mountian States		39.35
8/10/13	Payroll Account of Nutter F	Waste Account - Employer share of monthly Pension	1,128.87	
		Payroll Account of Nutter Fort		1,128.87
8/11/13	Payroll Account of Nutter F	Mayor - Employer share of monthly Pension	130.50	
		Council - Employer share of monthly Pension	43.50	

		Recorder - Employer share of monthly Pension	43.50	
		Treasurer's office - Employer share of monthly Pension	1,272.35	
		Police Department - Employer share of monthly Pension	3,254.47	
		Police Judge - Employer share of monthly Pension	96.80	
		Street Department - Employer share of monthly Pension	1,436.19	
		Recycle Department - Employer share of monthly Pension	101.41	
		Fire Chief - Employer share of monthly retirement expense	291.88	
		Payroll Account of Nutter Fort		6,670.60
8/12/13	Nutter Fort Payroll Account	Bi-weekly Treasurer Office wages	1,420.33	
		Bi-weekly Police Department wages	6,111.15	
		Bi-weekly Street Department wages	4,395.16	
		Bi-weekly Recycle Department wages	114.99	
		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	
		Blackberry Festival wages	3,500.79	
		Nutter Fort Payroll Account		17,388.84
8/12/13	Nutter Fort Payroll Account	Bi-weekly waste wages	2,612.80	
		Nutter Fort Payroll Account		2,612.80
8/12/13	R.D. Wilson-Sons & Comp	Weed killer & gloves	229.60	
		R.D. Wilson-Sons & Company		229.60
8/12/13	Nutter Fort Payroll	Treasurer's Office bi-weekly FICA/Medicare Tax	126.46	
		Police Dept. bi-weekly FICA/Medicare Tax	462.60	
		Fire Dept. bi-weekly FICA/Medicare Tax	92.81	
		Street Dept. bi-weekly FICA/Medicare Tax	332.72	
		Recycle Dept. bi-weekly FICA/Medicare Tax	8.72	
		Code Enforcement bi-weekly FICA/Medicare Tax	28.04	
		Blackberry Festival FICA/Medicare Tax	265.02	
		Nutter Fort Payroll		1,316.37
8/12/13	Nutter Fort Payroll	Mayor - FICA/Medicare Tax	41.64	
		Council - FICA/Medicare Tax	45.42	
		Recorder - FICA/Medicare Tax	22.71	
		Police Judge - FICA/Medicare Tax	18.93	
		Nutter Fort Payroll		128.70
8/12/13	Nutter Fort Payroll Account	Mayor's monthly Salary	550.00	
		Council - Monthly Salary	600.00	
		Recorder's Monthly Salary	300.00	
		Police Judge's Salary	250.00	
		Nutter Fort Payroll Account		1,700.00
8/12/13	Nutter Fort Payroll	Waste Account Official's FICA/Medicare monthly expense	3.83	
		Nutter Fort Payroll		3.83
8/12/13	Nutter Fort Payroll Account	Waste Account - Officials monthly salary	50.00	
		Nutter Fort Payroll Account		50.00
8/12/13	Nutter Fort Payroll	Waste account FICA/Medicare Tax	197.75	
		Nutter Fort Payroll		197.75
8/13/13	Xcel Service and Repair	Unit 71 Service/Repairs	1,262.14	
		Xcel Service and Repair		1,262.14
8/13/13	Town of Nutter Fort Payroll	Monthly Health Ins. - Recycle Department	74.70	
		Monthly Health Ins. - Treasurer's Office	1,292.96	
		Monthly Health Ins. - Police Department	3,161.09	
		Monthly Health Ins. - Street Department	3,534.71	
		Monthly Health Ins. - Fire Department	597.81	
		Town of Nutter Fort Payroll Acct.		8,661.27
8/13/13	Town of Nutter Fort Payroll	Monthly RHBT - Treasurer's Office expense	153.52	
		Monthly RHBT - Recycle Department expense	13.35	
		Monthly RHBT - Police Department expense	367.13	
		Monthly RHBT - Street Department expense	126.00	
		Town of Nutter Fort Payroll Account		660.00
8/13/13	Nutter Fort Payroll Account	Treasurer's office expense for monthly dental insurance	94.09	
		Police Department's expense for monthly dental insurance	94.09	
		Street Department's expense for monthly dental insurance	94.09	
		Fire Department's expense for monthly dental insurance	94.08	
		Nutter Fort Payroll Account		376.35
8/13/13	Nutter Fort Payroll Account	Waste account's share of employees monthly dental insurance	376.35	
		Nutter Fort Payroll Account		376.35
8/13/13	Town of Nutter Fort Payroll	Monthly Health Ins. - Waste Account	1,465.75	
		Town of Nutter Fort Payroll Account		1,465.75
8/13/13	Town of Nutter Fort Payroll	May RHBT - Waste Department share	660.00	
		Town of Nutter Fort Payroll Account		660.00
8/14/13	Lowe's	Drill, battery packs, & various tools	496.73	
		Lowe's		496.73
8/14/13	MCM Business Systems	Minute book	224.41	
		MCM Business Systems		224.41
8/14/13	Marsh's Lumber & Home C	Trimmer & backpack blower	750.00	
		Marsh's Lumber & Home Center		750.00
8/15/13	City of Nutter Fort	55% of monthly water and sewer service for all departments	110.98	
		City of Nutter Fort		110.98
8/15/13	Clarksburg Asphalt Compa	8.89 tons of wearing asphalt at \$71/ton	631.19	
		Clarksburg Asphalt Company		631.19

8/15/13	City of Nutter Fort	Waste Account - 15% of monthly water and sewer service for all departments City of Nutter Fort		30.26
8/16/13	Meadowfill Landfill, Inc.	78.46 tons of waste @ \$45.35 per ton disposed for service period of August 1-15, 2013. Meadowfill Landfill, Inc.	3,558.18	3,558.18
8/16/13	Xcel Service and Repair	Unit 7 Service Xcel Service and Repair	1,257.36	1,257.36
8/16/13	MCM Business Systems	Copier for Maintenance Dept MCM Business Systems	395.00	395.00
8/16/13	Dominion Hope Gas	55% of monthly budget for all departments Dominion Hope Gas	834.90	834.90
8/16/13	Dominion Hope Gas	Waste account - 15% of monthly budget amount Dominion Hope Gas	227.70	227.70
8/17/13	Top Notch Seal Coating C	Cleaning & sealcoating of the maintenance garage Cleaning, sealcoating, and striping of town hall Top Notch Seal Coating Co.	230.00 770.00	1,000.00
8/18/13	Time Warner Cable-SWO	55% of monthly charge for road runner Internet service Time Warner Cable-SWO Division	51.07	51.07
8/18/13	FP Mailing Solutions	Quarterly rental of postage machine and scale covering period 8/18/2013-11/17/2013 FP Mailing Solutions	59.85	59.85
8/18/13	Time Warner Cable-SWO	Waste Account - 15% of monthly charge for road runner Internet service Time Warner Cable-SWO Division	13.92	13.92
8/19/13	U.S. Postal Service	Bulk mailing permit for period covering 8/2013-8/2014 U.S. Postal Service	200.00	200.00
8/20/13	MCM Business Systems	Toner for police department MCM Business Systems	222.65	222.65
8/20/13	Auto Trim Design	Passenger side graphics for 2009 Charger Driver side graphics for 2003 Crown Victoria Auto Trim Design	245.00 200.00	445.00
8/21/13	Appalachian Tire Products,	4 tires & balancing for Crown Victoria cruiser Appalachian Tire Products, Inc	423.92	423.92
			<b>70,482.04</b>	<b>70,482.04</b>

8/23/13 11:20:39 AM

**Water Board Account  
Purchase Journal  
For the Period From Aug 10, 2013 to Aug 23, 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
8/10/13	Food Lion	Refreshments for WVRWA class Food Lion	28.66	28.66
8/10/13	Quill Corporation	1/4 of cost for four (4) jump drives Quill Corporation	69.99	69.99
8/10/13	Airgas-Mid America	1/4 cost of monthly cylinder rentals Airgas-Mid America	39.35	39.35
8/10/13	Water Renewal & Replac	Monthly required 2.5% deposit to the Water R&R account Water Renewal & Replacement	2,924.43	2,924.43
8/10/13	Payroll Account of Nutter	Employer share of monthly Pension Payroll Account of Nutter Fort	1,436.73	1,436.73
8/10/13	Payroll Account - Town o	RHBT - Monthly Obligation Payroll Account - Town of Nutter Fort	660.00	660.00
8/10/13	Payroll Account - Town o	Monthly expense for health insurance Payroll Account - Town of Nutter Fort	1,865.50	1,865.50
8/10/13	Miss Utility of West Virgi	Monthly fax service notification Miss Utility of West Virginia	10.00	10.00
8/12/13	Nutter Fort Payroll Accou	Bi-weekly Oper. labor Bi-weekly transmission line repair Bi-weekly meter reading labor Bi-weekly customer collection labor Nutter Fort Payroll Account	1,387.51 308.77 198.40 897.14	2,791.82
8/12/13	Nutter Fort Payroll Accou	Bi-weekly FICA/Medicare Tax Administration - Mayor FICA/Medicare Tax Nutter Fort Payroll Account	211.22 11.48	222.70
8/12/13	Nutter Fort Payroll Accou	Water account's expense for employees monthly dental insurance Nutter Fort Payroll Account	376.35	376.35
8/12/13	Clarksburg Water Board	Monthly bacteriological exam report for PWSID #3301717 Clarksburg Water Board	42.00	42.00
8/12/13	Nutter Fort Payroll Accou	Mayor's monthly salary expense Nutter Fort Payroll Account	150.00	150.00
			30.26	30.26
8/15/13	City of Nutter Fort	15% charge for monthly water and sewer service for all departments City of Nutter Fort		30.26
8/16/13	US Postal Service	Postage for utility billing cards. July 2013 usage, August 2013 billing US Postal Service	257.37	257.37
8/16/13	Dominion Hope	15% of monthly budgeted amount for all departments Dominion Hope	227.70	227.70
8/18/13	Time Warner Cable	15% charge for monthly road runner Internet service for all departments Time Warner Cable	13.92	13.92
			<b>11,146.78</b>	<b>11,146.78</b>