

AGENDA  
NITRO CITY COUNCIL  
FEBRUARY 20, 2018  
7:00 pm

CALL TO ORDER: Mayor Dave Casebolt	Recorder Rita Cox
Ward 1 Councilwoman Donna Boggs	Ward 2 Councilman Bill Racer
Ward 3 Councilwoman Laurie Elkins	Ward 4 Councilman Michael Hill
Councilman at Large John Montgomery	Councilman at Large Bill Javins
Councilman at Large Andy Shamblin	

INVOCATION/PLEDGE OF ALLEGIANCE

FUTURE DATES OF COUNCIL: March 6 and 20, Budget Meetings To Be Announce

APPROVAL OF COUNCIL MINUTES: February 6

OLD BUSINESS

SECOND READING ORDINANCE ADDRESSING BROOKHAVEN CONSTRUCTION:  
Johnnie Brown

RESOLUTION SUPPORTING AND APPROVING ADA TRANSITION PLAN: Recorder  
Rita Cox

UPDATE ON RECOVERY OF UNPAID FEES: John Young

NEW BUSINESS

BRIDGE 5K RUN/JUNE 2: Councilman Michael Hill

PLANNING COMMISSION RECOMMENDATION ON BILL GREENE'S REQUEST FOR  
ZONING CHANGE AT 410 FIRST AVENUE SOUTH: Recorder Rita Cox

PURCHASE OF MAIL SORTER AND MAIL OPENER: John Young

TREASURER REPORT: John Young

NITRO CITY COUNCIL  
MINUTES  
FEBRUARY 20, 2018

CALL TO ORDER: Mayor Dave Casebolt called the meeting to order at 7:00 pm in Council Chambers. In attendance with Mayor Casebolt were Recorder Rita Cox, Ward 2 Councilman Bill Racer, Ward 4 Councilman Michael Hill, Councilmen at Large John Montgomery, Andy Shamblin and Bill Javins, City Attorney Johnnie Brown, and City Treasurer John Young. Ward 1 Councilwoman Donna Boggs and Ward 3 Councilwoman Laurie Elkins were absent.

INVOCATION/PLEDGE OF ALLEGIANCE: The Invocation was given by Councilman Shamblin and the Pledge of Allegiance was led by Councilman Michael Hill.

FUTURE DATES OF COUNCIL: Mayor Casebolt said the futures dates of Council are March 6 and 20 and Budget Meetings To Be Announced.

APPROVAL OF COUNCIL MINUTES: RECORDER RITA COX MADE THE MOTION THAT FEBRUARY 6 MINUTES BE APPROVED AND THE SECOND WAS BY COUNCILMAN BILL JAVINS. VOTE WAS FOR THE MOTION.

OLD BUSINESS

SECOND READING ORDINANCE ADDRESSING BROOKHAVEN CONSTRUCTION: COUNCILMAN MONTGOMERY MADE THE MOTION THAT THE ORDINANCE ADDRESSTING BROOKHAVEN CONSTRUCTION BE PASSED ON SECOND READING WITH RECORDER COX MAKING A SECOND. City Attorney Johnnie Brown said this ordinance will permit construction in the Brookhaven subdivision only after a licensed engineer has stated in writing that the work will not harm roads, cause damage to other property, cause storm water runoff to other property, and that all the new construction will comply with existing city laws. THE MOTION CARRIED WITH A UNANIMOUS VOTE.

RESOLUTION SUPPORTING AND APPROVING ADA TRANSITION PLAN: RECORDER COX MADE THE MOTION THAT COUNCIL APPROVE THE RESOLUTION SUPPORTING THE ADA TRANSITION PLAN AS A LIVING DOCUMENT. THERE WAS A SECOND BY COUNCILMAN HILL AND A UNANIMOUS VOTE FOR THE MOTION.

UPDATE ON RECOVERY OF UNPAID FEES: John Young said that Code Enforcement/Building Department have been working on recovering unpaid fees and have received commitments and/or payments for \$35,255.00 and the work is continuing.

NEW BUSINESS

BRIDGE 5K RUN/JUNE 2: COUNCILMAN HILL MADE THE MOTION THAT A 5K RUN BE APPROVED ON JUNE 2 THAT WILL INCLUDE A BRIEF USE OF THE NITRO-ST. ALBANS BRIDGE WITH A SECOND BY RECORDER COX. Chief Bobbie Eggleton said that the plan is to have traffic shut down for a short amount of time on the bridge. VOTE WAS UNANIMOUS FOR THE MOTION.

PLANNING COMMISSION RECOMMENDATION ON BILL GREENE'S REQUEST FOR ZONING CHANGE AT 410 ½ FIRST AVENUE SOUTH: RECORDER COX MADE THE MOTION THAT COUNCIL ACCEPT THE

There was a public comment about 222 Easter Road where the road is being eroded by water runoff.

ADJOURNMENT: COUNCILMAN JAVINS MADE THE MOTION TO ADJOURN WITH A SECOND BY COUNCILMAN MONTGOMERY AND A UNANIMOUS VOTE FOR THE MOTION.

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DAVE CASEBOLT, MAYOR

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RITA COX, RECORDER

## RESOLUTION

The Council of the City of Nitro, West Virginia, conducted a regular monthly meeting on February 20, 2018, with a quorum present, wherein they passed the following Resolution:

BE IT RESOLVED, Members of the City Council who serve the citizens of the Nitro will meet on an annual basis, through designated Committees, including, but not limited to the Properties Maintenance Committee, the Paving Committee and the New Construction Committee, to provide oversight and review of the ADA Transition Plan;

AND, this first draft of the ADA Transition Plan, is hereby submitted for approval, as a living document, to ensure that City of Nitro leadership and officials comply with the Americans with Disabilities Act, July 26, 1990; and

FURTHER, upon perusal of the Plan, recommend ongoing implementation of activities for the ADA Transition Plan, to ensure that all citizens are allowed full access to City programs and services in an appropriate manner.

Signed:



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Dave Casebolt, Mayor, City of Nitro, West Virginia

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Rita Cox, Recorder, City of Nitro, West Virginia

Dated: February 20, 2018



Planning Commission  
City of Nitro  
Minutes  
February 13, 2018

The Planning Commission met on February 13, 2018 at 6:00 pm in the Building Department Office in Nitro City Hall. Attending were Recorder Rita Cox, Code Enforcement/Building Dept. Officer Jonathan Atkins and Planning Commission members Mark Sanders, Rick Frontz and Bill Clark. Rita Cox and Jonathan Atkins explained that William Greene had petitioned for a change in zoning for a property at 410 ½ First Avenue from B-1, local or neighborhood business to R-1, single family.

Mr. Greene was reached on telephone and agreed to be put on speaker to answer questions from the members. Mark Sanders asked if there was a separate deed for the property in question and Mr. Greene said that there was a separate deed. Mr. Greene said he wanted to get a loan to make upgrades to the property and he could only get a loan on residential property, not commercial. Bill Clark said that according to the maps Mr. Greene had built right on the property line. Jonathan Atkins said that would affect any building on the property that abuts Mr. Greene's property. Rick Frontz said that he did not think it would be feasible to have a structure carved out that was zoned residential but was surrounded by commercial.

Mark Sanders made the motion that the Planning Commission make the recommendation to Council that no zoning change be granted to William Greene for 410 ½ First Avenue. Bill Clark made a second to the motion and Clark, Sanders, and Frontz voted for the motion.

  
\_\_\_\_\_  
Rita Cox, Recorder

City of Nitro  
Board of Zoning Appeals

BR  
DEC 18 2011  
RECEIVED

PLANNING  
PETITION FOR VARIANCE OR SPECIAL EXCEPTION

Pursuant to the Zoning Ordinance, any request for a variance or Special Exception shall be submitted by petition to the Board of Zoning Appeals for a Public Hearing. The Board shall give full consideration to the scope and character of the request and verify compliance with the Zoning Ordinance in order to promote the orderly development of the district in which the subject property is located. A \$100.00 non-refundable application fee is required and must be submitted with this petition.

Owner / Applicant Information

Owner / Applicant: William V. Greene & Associates, Inc. Telephone Number: 304-564-7901  
Mailing Address: 410 1st Ave., Nitro, WV 25143

Property Information

Property Address: 410 1/2 1st Ave., Nitro, WV 25143  
District: 27 Tax Map: 13 Parcel: 9  
Deed Book: 1998 Page: 0255 Lot Square Footage or Acreage: Approx .56  
Zoning: B-1 Land Use: COMMERCIAL

Nature of Proposed Action

Construction of Custom Built Single Family Dwelling:	<input checked="" type="checkbox"/>	Placement of Modular or Mobile Home:	<input type="checkbox"/>
Construction of Multi-Family Dwelling:	<input type="checkbox"/>	Remodeling or Addition:	<input checked="" type="checkbox"/>
Construction of Commercial Building:	<input type="checkbox"/>	Building Square Footage Variance:	<u>64' x 32'</u>
Construction or Placement of Storage Building:	<input type="checkbox"/>	Lot Size or Set Back Variance:	<u>600.59 ft.</u>
Other: Please Explain: _____			

Ownership of Property

IF YOU DO NOT OWN THE PROPERTY, THE OWNERS SIGNATURE OF CONSENT IS REQUIRED.

Do you own the property?  Yes  No  
Do you have control of the property?  Yes  No  
Is your purchase of the property subject to a lease or other agreement?  Yes  No

waterway. The locations of all property owners to be notified must be shown on a preliminary plat. The applicant shall provide the names and addresses of all adjacent property owners. All owners of property located within 300 feet must be listed below and designated on the preliminary plat.

MAP IDENTIFICATION	PROPERTY	MAILING
Tax Map, Parcel #	Owner	Address
27-13.9	WILLIAM GREENE	410 1/2 1 <sup>ST</sup> AVE SO

USE ADDITIONAL SHEETS IF NECESSARY

If a conditional use, is this a request to operate a home occupation or professional office? \_\_\_\_\_  
 If yes, how many employees? \_\_\_\_\_ Hours of operation? \_\_\_\_\_  
 If a home occupation or professional office, please provide a brief, detailed description of use. \_\_\_\_\_

Please provide a brief, detailed description of the personal hardship that would occur if this request is denied. No rental income.  
 Is this a proposed residence? Yes:  No: \_\_\_\_\_ Dimension of lot, square footage: 600 sq. ft.  
 Will the Usage be on Public Water? Yes:  No: \_\_\_\_\_ Public Sewer? Yes:  No: \_\_\_\_\_

Please provide a brief description of which type of Home, you plan to locate on the subject property and the circumstances which require you to request a Conditional Use, or Variance.  
pre existing building

If this request is for Residential purposes and pertains to Manufactured Homes, Mobile Homes, or Modular Homes respectively, Please provide the following information.

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_  
 Dimensions: \_\_\_\_\_

Is the residence referred to in this application the only one on the lot? Yes:  No: \_\_\_\_\_

If this request is for a Special Exception to have more than one single family dwelling per lot of record, please explain.  
No

Views

- Public
- Expert
- Risk MAP

Layers

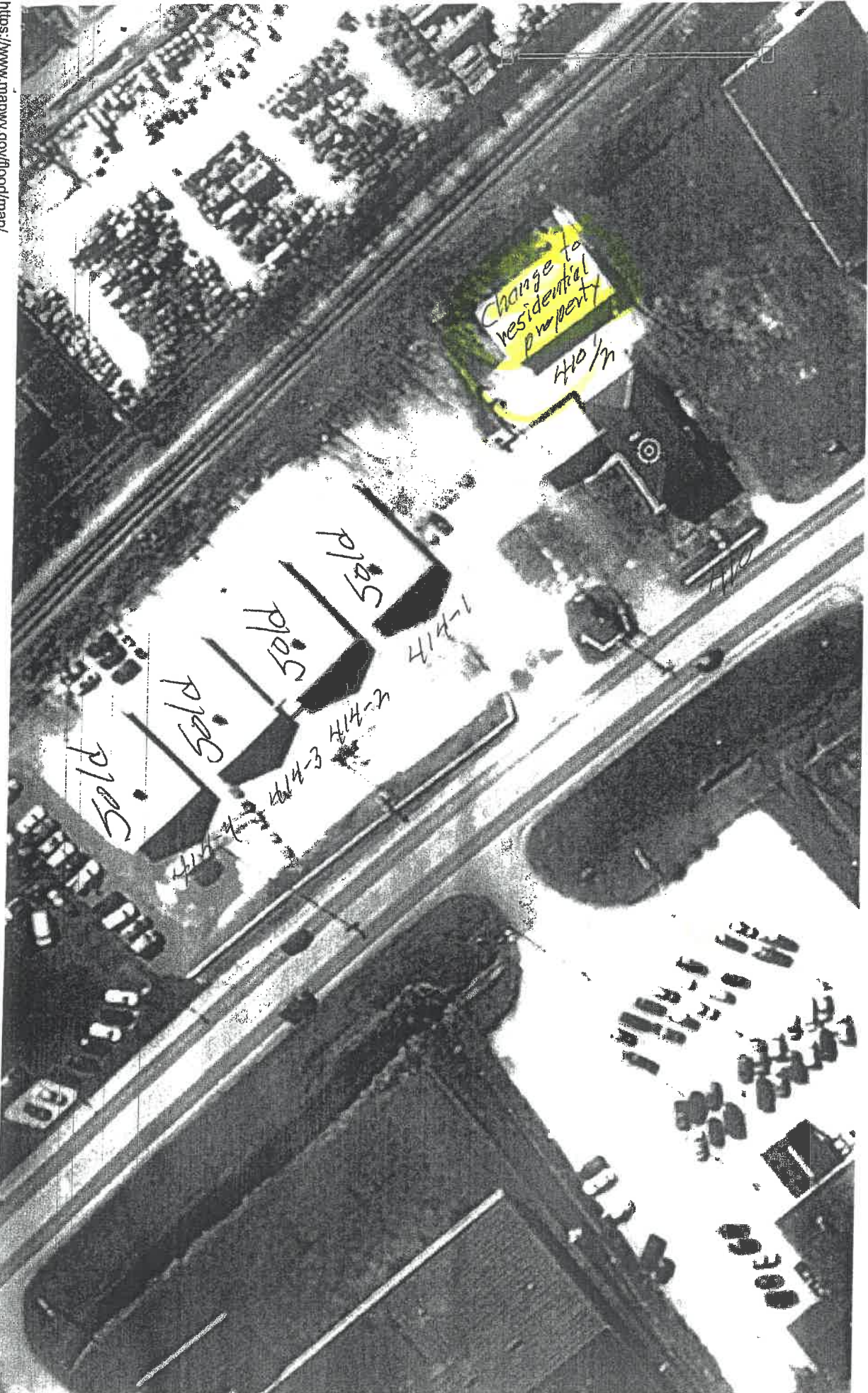
- Flood ▾
- Reference ▾
- Basemaps ▾

Search

Address ▾ 410 1st ave south, nitro, wv

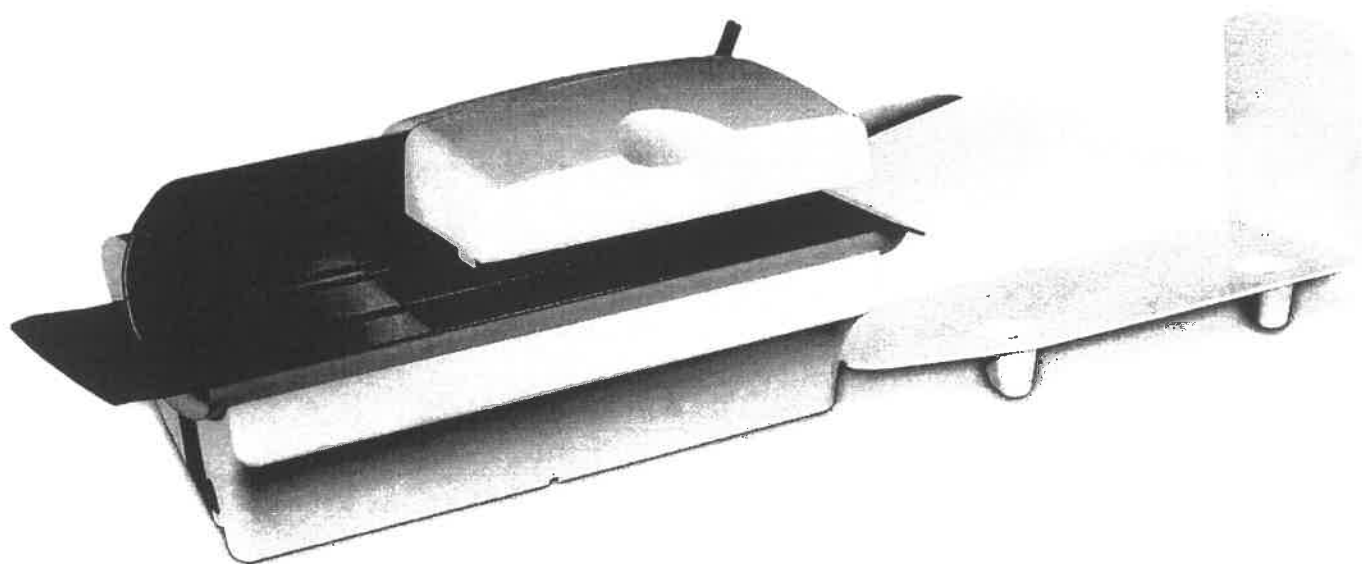
Tools

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**LO 440**



**AUTOMATIC LETTER OPENER**

**ECONOMICAL, FAST, RELIABLE  
COMPACT SOLUTION**

# LO 440 AUTOMATIC LETTER OPENER

## HIGH PERFORMANCE AND LIGHTENING FAST RESULTS



The LO 440 letter opener is the perfect solution for small to mid-size companies. Make quick work of processing mail with this efficient, automatic letter opener. At a speed of up to 25,000 pieces per hour, this machine makes the chore of daily mail opening a breeze. Take advantage of everything this letter opener has to offer:

- ▶ Large envelope hopper with automatic, self adjusting envelope feed for envelope sizes up to 10" x 14"
- ▶ Cutting technology: Precise opening from the very left to the very right edge
- ▶ Reliable opening of large formats and thick letters up to 3/8" (10 mm), including overnight letter envelopes
- ▶ Quick and infinitely variable operator adjustments of the cutting depth
- ▶ Easy, trouble-free operation

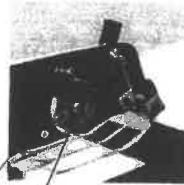
1

Automatic, self adjusting feeder with **three** feeding belts. Perfect fit for larger envelopes



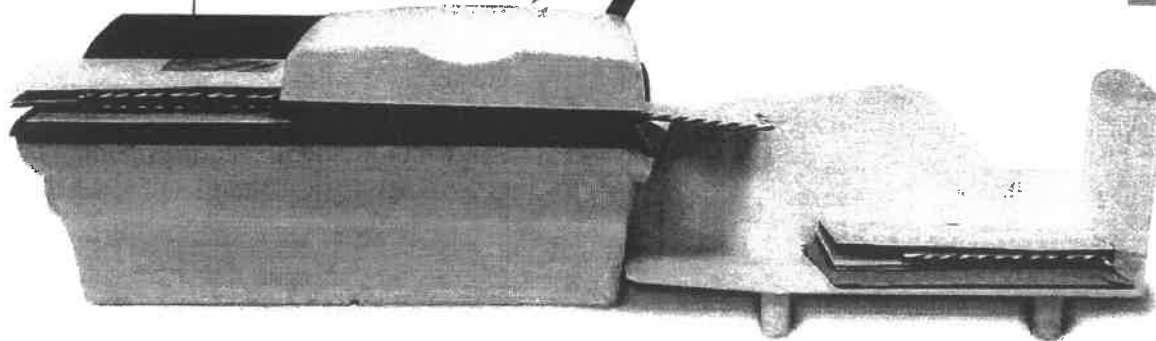
2

Strong self sharpening carbonized steel blades. Damage free from clips and staples



3

Useful and conveniently shaped receiving tray for opened letters and waste disposal



## SPECIFICATIONS

Envelope Thickness	3/8" (10mm)
Maximum Envelopes Size	10" x 14"
Performance	Up to 420 envelopes/minute
Automatic, self adjusting feeding	Three feeding belts
Opening Technology	Cutting technology
Cutting Depth	1/30" to 1/6"
Dimensions (HxLxW)	8.5" x 33" x 11.5"
Weight	29 lbs.
Power Supply	120 V / 60 Hz

MSRP: \$2,264.00

Discount: 10%

Purchase Price: \$2,037.60



FP Mailing Solutions  
140 N. Mitchell Ct., Suite 200  
Addison, IL 60101-5629  
800.341.6052

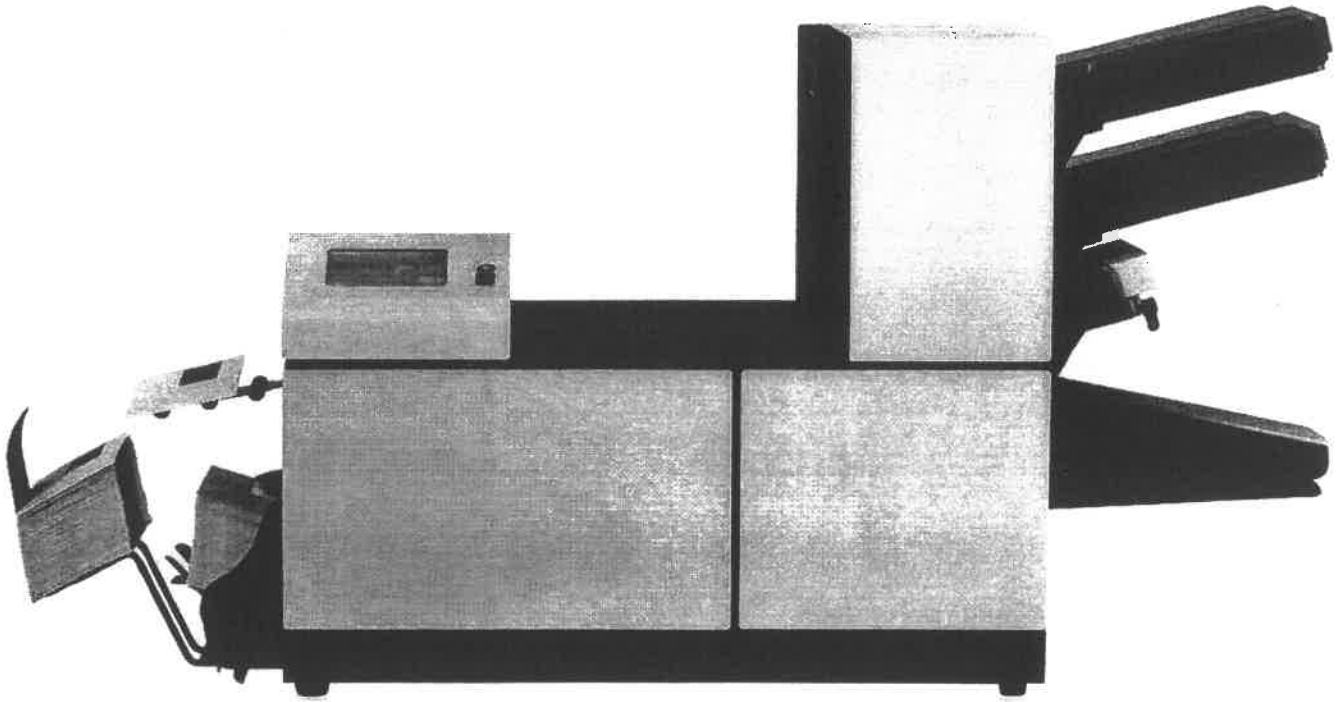


# FP MAILING SOLUTIONS

## LETTER OPENERS PRODUCT MATRIX

\*Highest daily volume expected to be 500

Item	LO 440	LO 2112	LO 306 and LO 306s (with sorter)
<b>Configurations Models Available</b>	1	1	Multiple Configurations (customizeable)
Daily Duty Cycle	Up to 2,000	Unlimited	Unlimited
Maximum Speed Per Minute	420	400	665
Maximum Speed Per Hour	25,000	24,000	40,000
Envelope Thickness	3/8" (10 mm)	3/16" (4.8mm)	1/2"
Cutting Depth	1/30" to 1/6" (0.6 mm - 4 mm)	1/64" to 5/64" (.25mm x 1.79mm)	0 to 1/8" (9 set depths)
Opening Technology	Cutting	Milling	Milling
Blade Features	High Speed Steel (HSS), Special Carbonized steel, Self-sharpening, staples and paper clips accepted	High Speed Steel (HSS) milling creates a feathered edge, reduces paper cuts and content damage	High Speed Steel (HSS) milling creates a feathered edge, reduces paper cuts and content damage
Minimum Envelope Size (L x H)	3.0" X (Variable)	3.5" x 3.0"	3.5" x (Variable)
Maximum Envelope Size (L x H)	10" x 14"	14" x 9.5"	13.5" (normal mode) x (Variable) 11.5" (sorting mode) x (Variable)
Exit Options	Catch Tray	Catch tray	Reverse Conveyor (standard)
Pieces Counter	No	Yes (LCD)	Yes (backlit LCD)
Sorter	No	No	Optional
High Speed Inkjet Envelope Printer	No	No	Optional
Report Printer	No	No	Optional
Batcher	No	No	Optional
Secondary 90 Degree Conveyor	No	No	Optional
Statistics Printer	No	No	Optional
User PIN and Tracking	No	No	Optional
Custom Cabinet	No	No	Yes, Included.
Dimensions (L x D x H)	33" x 11" x 8.5"	42.5" x 16.5" x 14.5"	Holds three mail trays/ 47.75" x 21" x 58"
Manufacture Country	Germany	USA	USA
Weight	31 lbs.	47 lbs.	245 lbs.



**2300**  
**EFFICIENT, HIGH  
PERFORMANCE FOLDING  
INSERTING MACHINE**

# FPI-2300 FOLDER-INSERTER

## KEY ADVANTAGES

Folding/inserting equipment can automate a very time-consuming part of your mailroom process by providing an efficient, cost-effective, and more professional way to prepare your mail package materials. Designed for small to moderate quantities of mail, the FPI-2300 series is fast, and extremely simple to use.

### DAILY MAIL FUNCTION

Each model includes a manual feeder for handling daily mail. It enables the operator to feed up to 5 sheets of paper by hand and add an automatically-fed enclosure if desired.

### FEEDER SWAP

Inserters equipped with more than one document station can be set up for uninterrupted operation when processing high-volume, single-item mailings with or without enclosures. When one station empties, the other station starts automatically, enabling the first to be refilled without pause.

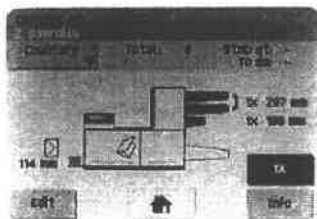
## STANDARD FEATURES

### REAL SHEET CONTROL

The safest and most reliable double-feed detector in this inserter class. Performs an actual measurement of paper thickness, eliminating false double-feed messages that document colors and printing can produce with optical detecting sensors. The automatic double-feed detector can be turned off for specific jobs or in each individual feeder.

### COLOR TOUCHSCREEN

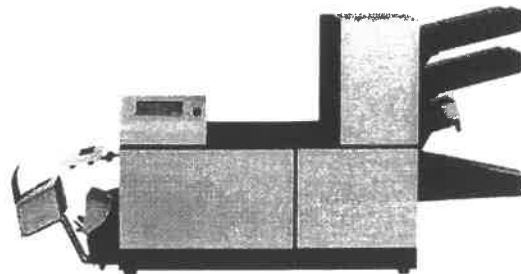
5.7" color display.



Up to three automatic feeder stations provide maximum versatility and capacity – they quickly and quietly perform a variety of applications, from daily miscellaneous mail to multi-part mass mailings.

### MULTI-PAGE FEEDS

Each automatic document station can be set to feed several sheets per envelope. Feed, fold, and insert up to three sheets per job, or up to five sheets using OMR.

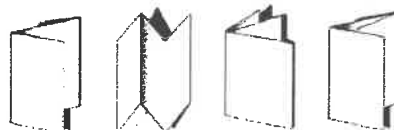


### FILL & START

Enables anyone to operate the system without special training. Simply select desired functions and let the machine complete all necessary material measurements and adjustments before starting the job. Settings for specific tasks can be saved in the programmable nine-job memory.

### FIVE-IN-ONE FOLDING

A sturdy, quiet folding mechanism neatly folds up to five sheets of material in varying sizes.



# COMPONENT OPTIONS

## OMR

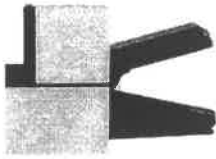
Automatic Optical Mark Recognition (OMR). The inserter can "read" coded marks on documents to reliably determine the number and sequence of documents intended for a single addressee. This is especially useful for mailing multi-page invoices.

## HIGH-VOLUME ENVELOPE HOPPER

Eases the collection of finished envelopes. The time and space saving design delivers filled envelopes to an extra-large, side-mounted envelope hopper.

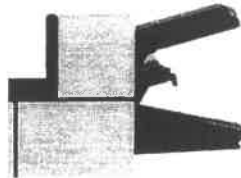
## SIDE EXIT TRAY

Enhance the professional image and efficiency of all your mailings. The side exit tray automatically connects to the FP UltiMail digital mailing system for easy collating and stacking.



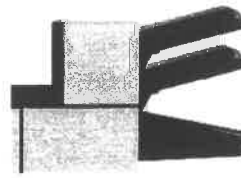
**FPI-2310**

The FPI-2310 features one automatic feeder station that allows for multiple document feeding.



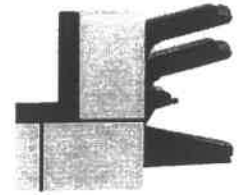
**FPI-2315**

The FPI-2315 features one automatic 8 1/2" x 11" document station that feeds materials page by page and a second automatic station (up to 8 1/2" x 14") feeds envelope-shaped enclosures for assembling multi-part mailings.



**FPI-2320**

The FPI-2320 is equipped with two automatic document stations that can be set up to feed 8 1/2" x 11" formats, as well as envelope-shaped enclosures such as brochures, flyers, reply cards, or envelopes.

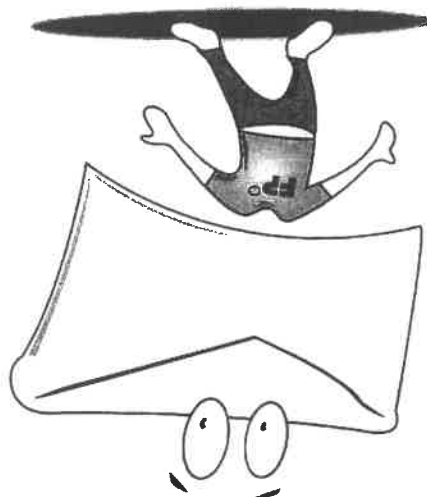


**FPI-2325**

The FPI-2325 consists of two automatic 8 1/2" x 11" document stations plus an enclosure feeder for assembling multi-part mailings, including letters, flyers, and business reply envelopes.

Functions	FPI-2310	FPI-2315	FPI-2320	FPI-2325
Automatic feeder stations	1	2	2	2
8 1/2" x 11" feeder stations	0	1	2	2
Multiple document feed	yes	yes	yes	yes
Feeder-swap	no	yes	yes	yes
Manual feed for up to 5 sheets	yes	yes	yes	yes
Feed supplement documents (envelope-sized)	yes	yes	yes	yes
Feed a second supplementary document	no	no	no	yes
Programmable job memory	15	15	15	15
Item counter (job/total)	yes	yes	yes	yes
Fill & start function	yes	yes	yes	yes
Real sheet control	yes	yes	yes	yes
Touch screen	yes	yes	yes	yes
Quiet operation for office environments (as per ISO)	yes	yes	yes	yes
<b>OPTIONS</b>				
OMR	no	no	no	yes
Side exit w/ extra capacity envelope hopper	yes	yes	yes	yes
Side exit envelope output for online postage meter connection	yes	yes	yes	yes

FP Mailing Solutions  
 140 N. Mitchell Ct., Suite 200  
 Addison, IL 60101-5629  
 800.341.6052  
 www.fp-usa.com



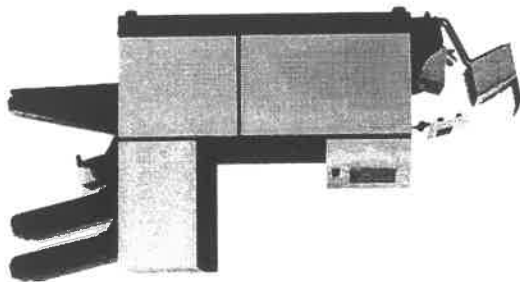
"With lightning fast processing speeds, just think of everything else you could be doing while your mail is taken care of. FP!-2300 = time saver."

**FP Frankie says**

single-fold, Z-fold, double-parallel fold, or G-fold
15
16.5" (W) x 20.0" (H) x 47.0" (L)
165 lbs.
C, IBC 60950
5 sheets maximum
2,200 letters/hr. (max)
#10 or 6" x 9"
150 envelopes
up to 325 single sheet supplements (20 lb. paper)
3.5" to 6.3"
5.5" to 9.5"
5 sheets (20 lb.) with enclosure
325 sheets per station
15 lb. to 62.5 lb. (coated/uncoated)
3.5" to 14.0"
5.1" to 9.0"

Document Feeder
Document width
Document height
Paper quality
Capacity
Sheet/weight w/ multiple-feed
Supplement Feeder
Small formats
Pre-folded supplements
Capacity
Envelopes (with or without addresses; windows)
Sizes
Capacity
Folding and Inserting Performance
Folding
Inserting
General
Fold types
Programmable job memory
Dimensions
Weight
Certification

**SPECIFICATIONS**



**FP! 2325 MSRP: \$13,270.00**

**Discount: 7%**

**Purchase Price with Shipping: \$12,308.00**





Table with columns: Account, Name, Balance. Includes sections for Fund: 001 - GENERAL FUND, Assets, Liability, and Equity. Total Assets: 2,940,646.41; Total Liability: 2,159,447.19; Total Beginning Equity: 481,504.49; Total Equity and Current Surplus (Deficit): 781,199.22; Total Liabilities, Equity and Current Surplus (Deficit): 2,940,646.41.



**Balance Sheet**

As Of 01/31/2018

Account	Name	Balance	
<b>Fund: 002 - COAL SEVERANCE FUND</b>			
<b>Assets</b>			
<u>002-102-100</u>	Coal Severance Tax Acct	3,256.41	
<u>002-109-101</u>	Taxes Receivable Coal Sev	6,094.32	
	<b>Total Assets:</b>	<u>9,350.73</u>	<u>9,350.73</u>
<b>Liability</b>			
	<b>Total Liability:</b>	<u>0.00</u>	
<b>Equity</b>			
<u>002-298-102</u>	Assigned Coal Severance	15,167.05	
<u>002-298-108</u>	Unassigned Coal Severance	-7,497.48	
	<b>Total Beginning Equity:</b>	<u>7,669.57</u>	
Total Revenue		14,997.16	
Total Expense		<u>13,316.00</u>	
<b>Revenues Over/Under Expenses</b>		<u>1,681.16</u>	
	<b>Total Equity and Current Surplus (Deficit):</b>	<u>9,350.73</u>	
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>		<u>9,350.73</u>

Income Statement

For Fiscal: 2017-2018 Period Ending: 01/31/2018

Group Summary

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 001 - GENERAL FUND</b>					
<b>Revenue</b>					
	7,495,606.85	7,626,779.85	868,953.98	4,789,360.03	2,837,419.82
<b>Revenue Total:</b>	<b>7,495,606.85</b>	<b>7,626,779.85</b>	<b>868,953.98</b>	<b>4,789,360.03</b>	<b>2,837,419.82</b>
<b>Expense</b>					
409 - Mayor	98,490.42	98,490.42	11,269.95	61,654.32	36,836.10
410 - City Council	403,981.10	328,692.10	3,805.02	42,672.79	286,019.31
411 - Recorder	54,099.39	54,099.39	4,351.54	34,719.76	19,379.63
413 - Treasurer	70,524.38	70,524.38	5,328.45	38,841.60	31,682.78
416 - Municipal Court	89,845.96	89,845.96	6,096.95	49,575.38	40,270.58
435 - Regional Development Authority	3,000.00	3,000.00	0.00	2,029.30	970.70
436 - Building Department	78,063.56	161,663.56	9,381.62	51,649.81	110,013.75
440 - City Hall	505,570.56	515,570.56	59,888.78	283,627.94	231,942.62
566 - Public Works Department	467,290.54	473,645.54	35,025.93	247,090.20	226,555.34
700 - Police Department	1,792,485.00	1,982,562.00	166,384.21	1,118,350.90	864,211.10
706 - Fire Department	1,674,525.00	1,755,525.00	105,958.64	956,734.46	798,790.54
707 - Dog Warden/Humane Society	21,000.00	21,000.00	9.41	3,609.41	17,390.59
750 - Streets & Highways	532,320.00	539,828.00	19,621.83	294,898.48	244,929.52
800 - Garbage Department	356,159.00	377,882.00	27,096.63	191,758.55	186,123.45
801 - Landfill & Incinerator Department	180,000.00	180,000.00	23,761.68	97,986.97	82,013.03
900 - Parks & Recreation	62,950.00	62,950.00	9,364.98	77,544.95	-14,594.95
901 - Visitors Bureau	104,591.00	104,591.00	7,308.74	69,454.45	35,136.55
903 - Fair Associations/Festival	0.00	22,000.00	6,148.36	13,088.39	8,911.61
904 - Swimming Pools	114,812.00	114,812.00	3,875.29	78,071.05	36,740.95
905 - Concessions	27,582.00	27,582.00	0.00	22,885.93	4,696.07
911 - Historical Commission	4,072.00	4,072.00	805.40	3,734.49	337.51
916 - Library	163,342.00	163,342.00	13,865.56	103,254.63	60,087.37
951 - Seniors	72,809.00	72,809.00	5,451.75	26,081.74	46,727.26
975 - General Government	39,284.00	32,000.00	13,686.04	32,950.04	-950.04
976 - Public Safety	260,252.00	193,756.00	26,436.62	152,815.16	40,940.84
977 - Streets & Transportation	8,352.00	0.00	0.00	42,732.40	-42,732.40
978 - Health & Sanitation	21,723.00	0.00	0.00	0.00	0.00
979 - Culture & Recreation	1,648,653.00	1,648,653.00	91,662.77	391,852.20	1,256,800.80
<b>Expense Total:</b>	<b>8,855,776.91</b>	<b>9,098,895.91</b>	<b>656,586.15</b>	<b>4,489,665.30</b>	<b>4,609,230.61</b>
<b>Fund: 001 - GENERAL FUND Surplus (Deficit):</b>	<b>-1,360,170.06</b>	<b>-1,472,116.06</b>	<b>212,367.83</b>	<b>299,694.73</b>	<b>-1,771,810.79</b>
<b>Fund: 002 - COAL SEVERANCE FUND</b>					
<b>Revenue</b>					
	15,000.00	15,000.00	5,090.58	14,997.16	2.84
<b>Revenue Total:</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>5,090.58</b>	<b>14,997.16</b>	<b>2.84</b>
<b>Expense</b>					
410 - City Council	0.00	0.00	0.00	883.34	-883.34
416 - Municipal Court	0.00	0.00	0.00	883.32	-883.32
700 - Police Department	0.00	0.00	0.00	883.34	-883.34
951 - Seniors	15,000.00	15,000.00	7,111.00	10,666.00	4,334.00
<b>Expense Total:</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>7,111.00</b>	<b>13,316.00</b>	<b>1,684.00</b>
<b>Fund: 002 - COAL SEVERANCE FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-2,020.42</b>	<b>1,681.16</b>	<b>-1,681.16</b>
<b>Total Surplus (Deficit):</b>	<b>-1,360,170.06</b>	<b>-1,472,116.06</b>	<b>210,347.41</b>	<b>301,375.89</b>	<b>-1,773,491.95</b>

**From:** Shaun Shamblin <sshamblyn@komaxwv.com>  
**Sent:** Monday, February 12, 2018 2:24 PM  
**To:** jyoung@cityofnitro.org  
**Subject:** FW: Follow up on letter opener and folder-inserters from Shaun  
**Attachments:** FPFolder-Inserters\_Nitro\_12feb2018.pdf; FPLetterOpener\_Nitro\_12feb2018.pdf

John,

I have attached the quotes for the letter opener and the folder inserters. Below is an email I sent to Dave with lease options for these products. Please call me to discuss.

**From:** Shaun Shamblin  
**Sent:** Friday, January 26, 2018 11:40 AM  
**To:** dcasebolt@cityofnitro.org  
**Subject:** Follow up on letter opener and folder-inserters from Shaun

Dave,

Good morning. I hope all is well.

Here are the lease payments for the mailing equipment that I gave you information about earlier this week:

\$1 buyout State/Local Government Lease held by US Bank	LO440 Entry Level Letter Opener up to 2,000 per day	FPI 600 Entry Level Folder inserter up to 4,000 per month	FPI 2300 Mid-Volume Folder Inserter up to 15,000 per month
36 months	\$70.03	\$154.54	\$390.16
48 months	\$56.75	\$121.68	\$307.21
60 months	\$48.43	\$99.11	\$250.22

Please call or email me if you have any questions or if you need anything else.

Best Regards,

**Shaun Shamblin**

Account Rep & Production Print Specialist

Mobile (304)395-3458

Toll Free (888)483-7440

Fax (304)744-7450

Email [sshamblyn@komaxwv.com](mailto:sshamblyn@komaxwv.com)



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CITY OF NITRO, WV

# Payroll Bank Transaction Report

By Payment Date

Date: 1/1/2018 - 1/31/2018

Payroll Set: 01 - Payroll Set 01

Payment Date	Payment		Employee		Check Amount	Direct Deposit		Total Payment
	Number	Payment Type	Number	Employee Name		Amount		
01/11/2018	9759	Regular	542	Atkins , Jonathan P	0.00	1,735.19		1,735.19
01/11/2018	9760	Regular	557	Newcome, Mark B	0.00	496.35		496.35
01/11/2018	9761	Regular	255	Burt , Mary B	0.00	1,166.22		1,166.22
01/11/2018	9762	Regular	286	Hardman , Kelly S	0.00	868.86		868.86
01/11/2018	9763	Regular	532	Elkins , Jeffrey A	0.00	721.46		721.46
01/11/2018	R-9763	Reversal	532	Elkins , Jeffrey A	-721.46	0.00		-721.46
01/11/2018	9764	Regular	534	Shinn , Andrew W	0.00	1,348.68		1,348.68
01/11/2018	9765	Regular	538	Mathes , Chad W	0.00	2,324.31		2,324.31
01/11/2018	9766	Regular	540	Ely , Robert B	0.00	1,576.58		1,576.58
01/11/2018	9767	Regular	543	Bonnett , Zachary G	0.00	1,134.56		1,134.56
01/11/2018	9768	Regular	546	Price , Carl D	0.00	2,880.31		2,880.31
01/11/2018	9769	Regular	548	Kiser , Garrett M	0.00	1,266.96		1,266.96
01/11/2018	9770	Regular	549	Setliff , James R	0.00	969.99		969.99
01/11/2018	9771	Regular	550	Harvey , Ronnie L	0.00	1,454.40		1,454.40
01/11/2018	9772	Regular	552	Carr , Cody N	0.00	1,561.00		1,561.00
01/11/2018	9773	Regular	553	Clendenin , Jacob B	0.00	1,031.30		1,031.30
01/11/2018	9774	Regular	556	Grishaber, Robert G	0.00	924.38		924.38
01/11/2018	9775	Regular	684	Hinkley , Carl G	0.00	441.34		441.34
01/11/2018	9776	Regular	711	McCallister , Gary R	0.00	931.24		931.24
01/11/2018	9777	Regular	729	Southall , Floyd G	0.00	727.93		727.93
01/11/2018	9778	Regular	742	Gardner , Tyler M	0.00	500.10		500.10
01/11/2018	9779	Regular	745	Scott , Lyquan J	0.00	467.31		467.31
01/11/2018	9780	Regular	822	Godby-Chin , Diana L	0.00	982.63		982.63
01/11/2018	9781	Regular	143	Casebolt , David A	0.00	1,204.67		1,204.67
01/11/2018	9782	Regular	159	Harrison, Nancy H	0.00	660.94		660.94
01/11/2018	9783	Regular	129	Raynes , Kristina D	0.00	811.24		811.24
01/11/2018	9784	Regular	130	Walters , Richard W	0.00	768.97		768.97
01/11/2018	9785	Regular	326	Smith , Connie L	0.00	939.55		939.55
01/11/2018	9786	Regular	740	Southall , Cody M	0.00	561.77		561.77
01/11/2018	9787	Regular	368	Fulks , Amy D	0.00	884.07		884.07
01/11/2018	9788	Regular	401	Eggleton Jr, Robert L	0.00	1,729.91		1,729.91
01/11/2018	9789	Regular	444	Oxley , Brian J	0.00	2,086.21		2,086.21
01/11/2018	9790	Regular	448	Whitney , Eric B	0.00	1,179.06		1,179.06
01/11/2018	9791	Regular	458	Fleming , Christopher K	0.00	1,429.47		1,429.47
01/11/2018	9792	Regular	463	Garbin , Jason J	0.00	1,549.40		1,549.40
01/11/2018	9793	Regular	465	Blake II , Howard R	0.00	989.33		989.33
01/11/2018	9794	Regular	468	Clay , Ron L	0.00	2,206.05		2,206.05
01/11/2018	9795	Regular	471	Raynes , Justin M	0.00	2,125.06		2,125.06
01/11/2018	R-9795	Reversal	471	Raynes , Justin M	-2,125.06	0.00		-2,125.06
01/11/2018	9796	Regular	474	Clay , Mikel A	0.00	1,321.58		1,321.58
01/11/2018	9797	Regular	475	Hastings , Christopher D	0.00	993.65		993.65
01/11/2018	R-9797	Reversal	475	Hastings , Christopher D	-993.65	0.00		-993.65
01/11/2018	9798	Regular	476	Farry , Joseph R	0.00	1,458.48		1,458.48
01/11/2018	9799	Regular	478	Owens , Philip M	0.00	1,337.49		1,337.49
01/11/2018	9800	Regular	479	Reekie , Scott R	0.00	1,762.02		1,762.02
01/11/2018	9801	Regular	480	Haynes , Matthew T	0.00	1,238.65		1,238.65
01/11/2018	9802	Regular	497	Buckland-Walsh , Chastity	0.00	40.41		40.41
01/11/2018	9803	Regular	600	Hill Jr, Alex M	0.00	1,275.83		1,275.83
01/11/2018	9804	Regular	703	Easter, Jr. , Richard E	0.00	816.17		816.17
01/11/2018	9805	Regular	731	Scarberry, Robert R	0.00	780.57		780.57
01/11/2018	9806	Regular	142	Cox , Mary R	0.00	779.80		779.80
01/11/2018	9807	Regular	667	Jones , Jason S	0.00	795.95		795.95
01/11/2018	9808	Regular	724	Lucas , Kenneth D	0.00	875.03		875.03
01/11/2018	9809	Regular	748	Scarberry, Troy H	0.00	510.22		510.22
01/11/2018	9810	Regular	125	Young , John H	0.00	474.90		474.90
01/11/2018	9811	Regular	532	Elkins , Jeffrey A	0.00	1,261.55		1,261.55
01/11/2018	9812	Regular	471	Raynes , Justin M	0.00	2,460.97		2,460.97

Payment		Employee		Direct Deposit		Total Payment	
Payment Date	Number	Payment Type	Number	Employee Name	Check Amount		Amount
01/11/2018	9813	Regular	475	Hastings , Christopher D	0.00	1,032.43	1,032.43
01/11/2018	45235	Regular	290	Stange, Cheryl L	267.05	0.00	267.05
01/11/2018	45236	Regular	699	McNealy , James E	644.03	0.00	644.03
01/11/2018	45237	Regular	721	McNealy , John D	612.87	0.00	612.87
01/11/2018	45238	Regular	743	Slater , Theodore E	553.89	0.00	553.89
01/11/2018	45239	Regular	823	Price , Jennifer M	720.58	0.00	720.58
01/11/2018	45240	Regular	827	Spangler , Christina L	476.24	0.00	476.24
01/11/2018	45241	Regular	828	Witmer , Rylee M	106.32	0.00	106.32
01/11/2018	45242	Regular	612	Lewis , Robert E	1,219.11	0.00	1,219.11
01/11/2018	45243	Regular	612	Lewis , Robert E	461.23	0.00	461.23
01/11/2018	R-45243	Reversal	612	Lewis , Robert E	-461.23	0.00	-461.23
01/11/2018	45244	Regular	450	Richardson , David K	1,563.70	0.00	1,563.70
01/11/2018	45245	Regular	452	Greene , Clark A	2,006.58	0.00	2,006.58
01/11/2018	45246	Regular	461	Jarrell , Timothy A	826.67	0.00	826.67
01/11/2018	45247	Regular	713	Jones , Joseph M	708.26	0.00	708.26
01/11/2018	45248	Regular	289	Wright, Becky J	510.35	0.00	510.35
01/11/2018	45249	Regular	746	Jordan , Chad N	523.33	0.00	523.33
01/11/2018	45250	Regular	612	Lewis , Robert E	618.01	0.00	618.01
01/25/2018	9814	Regular	542	Atkins , Jonathan P	0.00	1,246.88	1,246.88
01/25/2018	9815	Regular	557	Newcome, Mark B	0.00	496.35	496.35
01/25/2018	9816	Regular	255	Burt , Mary B	0.00	1,331.60	1,331.60
01/25/2018	9817	Regular	286	Hardman , Kelly S	0.00	932.91	932.91
01/25/2018	9818	Regular	290	Stange, Cheryl L	0.00	156.61	156.61
01/25/2018	9819	Regular	151	Racer , Willam P	0.00	236.57	236.57
01/25/2018	9820	Regular	153	Elkins , Laurie J	0.00	321.37	321.37
01/25/2018	9821	Regular	155	Shamblin , Andrew D	0.00	340.40	340.40
01/25/2018	9822	Regular	156	Montgomery , John E	0.00	367.40	367.40
01/25/2018	9823	Regular	157	Boggs , Donna S	0.00	367.40	367.40
01/25/2018	9824	Regular	158	Hill , Michael P	0.00	315.97	315.97
01/25/2018	9825	Regular	532	Elkins , Jeffrey A	0.00	1,261.55	1,261.55
01/25/2018	9826	Regular	534	Shinn , Andrew W	0.00	1,185.38	1,185.38
01/25/2018	9827	Regular	538	Mathes , Chad W	0.00	2,251.60	2,251.60
01/25/2018	9828	Regular	540	Ely , Robert B	0.00	1,076.73	1,076.73
01/25/2018	9829	Regular	543	Bonnett , Zachary G	0.00	1,281.13	1,281.13
01/25/2018	9830	Regular	546	Price , Carl D	0.00	1,052.50	1,052.50
01/25/2018	9831	Regular	548	Kiser , Garrett M	0.00	1,673.31	1,673.31
01/25/2018	9832	Regular	549	Setliff , James R	0.00	969.99	969.99
01/25/2018	9833	Regular	550	Harvey , Ronnie L	0.00	1,022.43	1,022.43
01/25/2018	9834	Regular	552	Carr , Cody N	0.00	1,153.91	1,153.91
01/25/2018	9835	Regular	553	Clendenin , Jacob B	0.00	1,031.30	1,031.30
01/25/2018	9836	Regular	556	Grishaber, Robert G	0.00	1,080.87	1,080.87
01/25/2018	9837	Regular	684	Hinkley , Carl G	0.00	441.34	441.34
01/25/2018	9838	Regular	711	McCallister , Gary R	0.00	1,002.16	1,002.16
01/25/2018	9839	Regular	729	Southall , Floyd G	0.00	1,076.84	1,076.84
01/25/2018	9840	Regular	742	Gardner , Tyler M	0.00	500.10	500.10
01/25/2018	9841	Regular	745	Scott , Lyquan J	0.00	467.31	467.31
01/25/2018	9842	Regular	822	Godby-Chin , Diana L	0.00	982.63	982.63
01/25/2018	9843	Regular	143	Casebolt , David A	0.00	1,204.67	1,204.67
01/25/2018	9844	Regular	159	Harrison, Nancy H	0.00	750.10	750.10
01/25/2018	9845	Regular	326	Smith , Connie L	0.00	939.55	939.55
01/25/2018	9846	Regular	740	Southall , Cody M	0.00	561.77	561.77
01/25/2018	9847	Regular	368	Fulks , Amy D	0.00	884.07	884.07
01/25/2018	9848	Regular	401	Eggleton Jr, Robert L	0.00	1,729.91	1,729.91
01/25/2018	9849	Regular	444	Oxley , Brian J	0.00	1,230.14	1,230.14
01/25/2018	9850	Regular	448	Whitney , Eric B	0.00	1,193.30	1,193.30
01/25/2018	9851	Regular	458	Fleming , Christopher K	0.00	1,849.61	1,849.61
01/25/2018	9852	Regular	463	Garbin , Jason J	0.00	1,450.27	1,450.27
01/25/2018	9853	Regular	465	Blake II , Howard R	0.00	1,449.12	1,449.12
01/25/2018	9854	Regular	468	Clay , Ron L	0.00	1,435.47	1,435.47
01/25/2018	9855	Regular	471	Raynes , Justin M	0.00	2,357.02	2,357.02
01/25/2018	9856	Regular	474	Clay , Mikel A	0.00	925.07	925.07
01/25/2018	9857	Regular	475	Hastings , Christopher D	0.00	1,006.58	1,006.58
01/25/2018	9858	Regular	476	Farry , Joseph R	0.00	1,677.45	1,677.45
01/25/2018	9859	Regular	478	Owens , Philip M	0.00	1,272.19	1,272.19

Payment Date	Payment		Employee		Check Amount	Direct Deposit	Total Payment
	Number	Payment Type	Number	Employee Name		Amount	
01/25/2018	9860	Regular	479	Reekie , Scott R	0.00	977.95	977.95
01/25/2018	9861	Regular	480	Haynes, Matthew T	0.00	1,150.96	1,150.96
01/25/2018	9862	Regular	497	Buckland-Walsh , Chastity	0.00	64.64	64.64
01/25/2018	9863	Regular	600	Hill Jr, Alex M	0.00	1,275.83	1,275.83
01/25/2018	9864	Regular	703	Easter, Jr. , Richard E	0.00	1,081.27	1,081.27
01/25/2018	9865	Regular	731	Scarberry , Robert R	0.00	768.93	768.93
01/25/2018	9866	Regular	142	Cox , Mary R	0.00	779.80	779.80
01/25/2018	9867	Regular	667	Jones , Jason S	0.00	840.63	840.63
01/25/2018	9868	Regular	724	Lucas , Kenneth D	0.00	1,073.27	1,073.27
01/25/2018	9869	Regular	748	Scarberry, Troy H	0.00	536.67	536.67
01/25/2018	9870	Regular	125	Young , John H	0.00	474.90	474.90
01/25/2018	45251	Regular	152	Javins , William R	340.40	0.00	340.40
01/25/2018	45252	Regular	699	McNealy , James E	644.03	0.00	644.03
01/25/2018	45253	Regular	721	McNealy , John D	612.87	0.00	612.87
01/25/2018	45254	Regular	743	Slater , Theodore E	553.89	0.00	553.89
01/25/2018	45255	Regular	823	Price , Jennifer M	720.58	0.00	720.58
01/25/2018	45256	Regular	827	Spangler , Christina L	476.24	0.00	476.24
01/25/2018	45257	Regular	828	Witmer , Rylee M	121.85	0.00	121.85
01/25/2018	45258	Regular	701	Williams, Kevin L	1,137.60	0.00	1,137.60
01/25/2018	45259	Regular	450	Richardson , David K	1,063.21	0.00	1,063.21
01/25/2018	45260	Regular	452	Greene , Clark A	1,674.50	0.00	1,674.50
01/25/2018	45261	Regular	461	Jarrell, Timothy A	840.63	0.00	840.63
01/25/2018	45262	Regular	481	Ferrell, Justin A	878.45	0.00	878.45
01/25/2018	45263	Regular	482	Boggess, Benjamin R	878.45	0.00	878.45
01/25/2018	45264	Regular	483	Gullion, Christopher Michael	624.42	0.00	624.42
01/25/2018	45265	Regular	713	Jones , Joseph M	696.40	0.00	696.40
01/25/2018	45266	Regular	289	Wright, Becky J	510.35	0.00	510.35
01/25/2018	45267	Regular	746	Jordan , Chad N	503.35	0.00	503.35
01/25/2018	45268	Regular	448	Whitney , Eric B	644.96	0.00	644.96
<b>Total:</b>					<b>20,439.00</b>	<b>120,418.18</b>	<b>140,857.18</b>