AGENDA

Wednesday, February 17, 2021

The Harrison County Courthouse will be opened with limited seating at the County Commission meeting due to the COVID – 19 requirements for social distancing. However, you may join and listen via Zoom Conference Call by the following steps. Public participation will be allowed during public comment period and/or scheduled appointments.

Join Zoom Meeting

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https://us02web.zoom.us/j/7628160712

Dial: 1-888-788-0099 US Toll-free

Meeting ID: 762 816 0712

Passcode: 270967

Appointments:

10:00 A.M. --- Call To Order --- Invocation --- Pledge of Allegiance
10:00 A.M. --- Public Hearing – CDBG – CV2 – United Way
10:30 A.M. --- Public Nuisance Hearing – Tara Property, LLC -- Mount Clare Area
10:45 A.M. --- Public Nuisance Hearing – Timothy M. Kendall -- Mount Clare Area
11:00 A.M. --- Public Nuisance Hearing –Brian May -- Mount Clare Area
11:30 A.M. --- Board of Review and Equalization

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
4. **Exonerations --- Corrective Tickets --- Joint Property Application**
5. **Consolidations of Land --- Segregations of Land**
6. **Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2015 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements)**
7. **Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission**
8. **Review – Discuss – Consider Designating Commission Representative on the Benedum Airport Authority from Members Appointed by the Harrison County Commission**
9. **Review – Discuss – Consider Qualifications/Education/and Certification Follow ups on Committee as it pertains to Planning Staff**

10. Review – Discuss – Consider Parking Situation Regarding Commission Owned Lots --- Who is entitled to Park in What Lot
11. Discussion of Duties of Commission Attorney
12. Review – Discuss – Consider Request by Shentel to Locate Tower to Provide Internet Service to Shinnston Area
13. Review – Discuss – Consider Wallace Property Owned by Lester Pursley & Enterprise Property Owned by Donna Hart --- Donation to County Commission
14. Commissioner Comments – Questions

CONSENT AGENDA - (NOTE: Items May Require Discussion, Review and/or Action)

A. Minutes and/or Amended Minutes of Previous Meeting
B. Requisitions --- Purchase Orders --- Invoices
C. Weekly Fiduciary Report from the County Clerk
D. Monthly Fiduciary Commission Settlements
E. Monthly Minutes/Financial Information from Various Boards, Committees and Public Service Districts
    1. Enlarged Hepzibah PSD--- Meeting Minutes 12-14-2020, Financial Reports 12-2020, Meeting Minutes 01-11-2021, Financials 01-2021
    2. Short Line PSD --- Financials 10-2020, 11-2020, 12-2020
    3. Clarksburg-Harrison Regional Housing Authority --- Meeting Minutes 12-03-2020, Financials 10-30-2020, Meeting Agenda 01-28-2021

TABELED ITEMS - - Items May Require Discussion and /or Approval



HARRISON COUNTY COURT HOUSE

Harrison County Commis

301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301
304-624-8500
FAX 304-624-8673

Appointment
10:30 A.M.

SIONERS
HINKLE
THOMAS
ECOST II

Tara Properties LLC.
P.O. Box 100
Ellenboro, WV 26346
Tax Map 2006 Parcel 4
Case # 172 Mount Clare

January 8, 2021

NOTICE OF HEARING

You are hereby notified that the Harrison County Commission has scheduled a hearing on Wednesday, February 17, 2021 at 10:30 a.m. at the Harrison County Commission meeting chambers on third (3) floor of the Harrison County Courthouse. The purpose of the hearing is to determine if the County will move forward with legal action against you for the violations of the Public Nuisance Ordinance. As you are aware, notice and or certified mail has previously been served on you regarding this matter and little or no action has been commenced to resolve these violations. If you have any questions on this matter, please contact me at the above phone number of address.

William A. Parker, County Administrator



HARRISON COUNTY COURT HOUSE

Harrison County Commis

301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301
304-624-8500
FAX 304-624-8673

Appointment
10:45 A.M

SIONERS
. HINKLE
RECOST II
. WATSON

Timothy Michael Kendall
3374 Mt. Clare Road
Mount Clare, WV 26408
Tax Map 2006 Parcel 1 and 2
Case # 369 Mount Clare

January 7, 2021

NOTICE OF HEARING

You are hereby notified that the Harrison County Commission has scheduled a hearing on Wednesday, February 17, 2021 at 10:45 a.m. at the Harrison County Commission meeting chambers on third (3) floor of the Harrison County Courthouse. The purpose of the hearing is to determine if the County will move forward with legal action against you for the violations of the Public Nuisance Ordinance. As you are aware, notice and or certified mail has previously been served on you regarding this matter and little or no action has been commenced to resolve these violations. If you have any questions on this matter, please contact me at the above phone number of address.

William A. Parker, County Administrator



HARRISON COUNTY COURT HOUSE

Harrison County Commis

301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301
304-624-8500
FAX 304-624-8673

Appointment
11:00 A.M

SIONERS
HINKLE
RECOST II
WATSON

Brian May
P.O. Box 20
Jane Lew, WV 26378
Tax Map 2006 Parcel 74 and 74.1
Case # 357 Mount Clare

January 7, 2021

NOTICE OF HEARING

You are hereby notified that the Harrison County Commission has scheduled a hearing on Wednesday, February 17, 2021 at 11:00 a.m. at the Harrison County Commission meeting chambers on third (3) floor of the Harrison County Courthouse. The purpose of the hearing is to determine if the County will move forward with legal action against you for the violations of the Public Nuisance Ordinance. As you are aware, notice and or certified mail has previously been served on you regarding this matter and little or no action has been commenced to resolve these violations. If you have any questions on this matter, please contact me at the above phone number of address.

William A. Parker, County Administrator

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, February 3, 2021, through Tuesday, February 9, 2021

The County Commission of Harrison County this day proceeded to examine the report of the Clerk of the Commission of the Fiduciary and Probate matters had before his during the vacation of the Commission, and it appearing to the Commission that all of the proceedings had therefore ordered that the said report and matters thereto contained be and the same is hereby ratified and confirmed. Said report is in words and figures as follows, to -wit:

On, Thursday, February 4, 2021, the following matters were disposed of in the presence of the Clerk:

The said estate of **JONNIE MAE GREEN**, deceased was referred to **JAMES A VARNER SR**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

The last will and testament of **LARRY J PRICE**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

FLORA ANN PRICE, who was named in the last will and testament of **LARRY J PRICE**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **VINCENT GABRIEL ZUMMO** was appointed and qualified as ADMINISTRATOR of the estate of **KELLY MARIE ZUMMO**, deceased. Bond was 125,000.00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **VINCENT GABRIEL ZUMMO** was appointed and qualified as ADMINISTRATOR of the estate of **VINCENT THOMAS ZUMMO**, deceased. Bond was 125,000. 00.

The last will and testament of **PAUL JUNIOR WATSON**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

BRANDON JAMES DAVIS, who was named in the last will and testament of **PAUL JUNIOR WATSON**, deceased, as ADMINISTRATOR CTA DBN thereof, qualified as such. Bond was 51,000.00.

The last will and testament of **JAMES BRIAN BEVERLY**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

DARLENE SUE BEVERLY, who was named in the last will and testament of **JAMES BRIAN BEVERLY**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Friday, February 5, 2021, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **JAMES JEROME**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

DIANE M SNELL, who was named in the last will and testament of **JAMES JEROME**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

The last will and testament of **MARY R. BRYANT WALKER**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

CYNTHIA A ALLEN, who was named in the last will and testament of **MARY R. BRYANT WALKER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

The last will and testament of **DORTHA R KING**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

MICHAEL A KING, who was named in the last will and testament of **DORTHA R KING**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

The last will and testament of **MANUEL EARL GLASPELL**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

DONNA J GLASPELL, who was named in the last will and testament of **MANUEL EARL GLASPELL**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Monday, February 8, 2021, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **HURLEY BROOKS BOWERS**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

JANE ANN BOWERS-MCCUTCHEON, who was named in the last will and testament of **HURLEY BROOKS BOWERS**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **DAVID WILLIAM GORBY** was appointed and qualified as ADMINISTRATOR of the estate of **ROBERT LEE GORBY**, deceased. Bond was 1,000.00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **JACQUELINE SNIDER** was appointed and qualified as ADMINISTRATRIX of the estate of **DAVID CLAUDE GRIFFITH**, deceased. No bond was required.

The last will and testament of **JUANITA NAYLOR**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

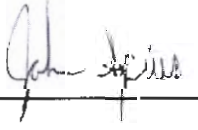
MARK A NAYLOR, who was named in the last will and testament of **JUANITA NAYLOR**, deceased, as ANCILLARY ADMINISTRATOR thereof, qualified as such. No bond was required.

On, Tuesday, February 9, 2021, the following matters were disposed of in the presence of the Clerk:

The said estate of **DANA LEE LLOYD LANTZ**, deceased was referred to **NORMAN T FARLEY**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

The said estate of **ROBERT STUART GLOTFELTY**, deceased was referred to **JAMES C TURNER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **BETTY DARLENE KIMBALL** was appointed and qualified as ADMINISTRATRIX of the estate of **ROBERT PAUL KIMBALL**, deceased. Bond was 1,000.00.



John R Spires
Clerk of the Harrison County Commission

Wednesday, February 17, 2021

Confirmed

E-1

Enlarged Hepzibah PSD

Regular Board Meeting

Monday, December 14, 2020

With due notice published and a quorum present, Darlene Swiger called the meeting to order: ROLL CALL

Present	Employees	Also Present
Fred Martin	Kevin Short	Tom Marion
Darlene Swiger		John Robinson
Sharon Hamilton		

1. **Approval of Minutes**
   Sharon Hamilton made a motion to approve the minutes for Monday, November 09, 2020, as read. Darlene Swiger seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**
   Darlene Swiger made a motion to approve the Checks Signed Document dated 11/01/20 through 11/30/20. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

3. **Hepzibah Water Project**
   Tom Marion was present to update the board on the progress of the water project. He is continuing to put stuff together for the PSC. Once the DOH permit is approved and the Bond is processed then he can submit to PSC.

4. **Manager's Report**

A. Kevin Presented the board with the response from the DEP inspection. There were two citations, one for sludge monitoring and one for excursions. Kevin stated that a response has been sent to the DEP for the violations.

B. Kevin presented the board with a quarterly report from Tim Bosley of work that has been done on Hepzibah system.

C. Kevin provided the Board with a copy of the customer past due and arrangements list.

D. Kevin provided the Board with a copy of the A/P Aging Summary as of November 20, 2020 along with the Profit & Loss for November, 2020 and discussed in detail.

E. Kevin presented the board with copies of the December calendar, and discussed the schedule of payments and office closures. Kevin recommended the Board pay each employee for their unused vacation time and make a policy change that vacation time has to be used by December 30 and not carry vacation time over the next year.

F. Kevin presented the board with the water loss report for November. Total water loss unaccounted for in Hepzibah is 54.30%. Kevin stated that the large leak they have been looking for was found near Fed Ex and presented the board with pictures of the repair. There were also two valves leaking in Hepzibah that were repaired.

G. Kevin recommended to the board that the pay schedule be changed to end on Thursdays at midnight beginning January 2021. Checks will be written on January 8th for six days. The following week all employees will have eight hours on the following pay due to first pay being six days.

H. Kevin asked the board if they would like to provide additional compensation for the employees. **Sharon Hamilton made a motion to provide employees with the same additional compensation as the previous year. Darlene Swiger seconded the motion. All in favor, none opposed, and none abstained.**

7. **Next Board Meeting**
   Sharon Hamilton announced the next board meeting will be January 11, 2020

8. **Adjournment**
   There being no further business, **Sharon Hamilton made a motion to adjourn the meeting. Darlene Swiger seconded the motion. All in favor, none opposed, and none abstained.**

Darlene Swiger
Chairman

Sharon Hamilton
Treasurer

_____
Secretary

tm

Enlarged Hepzibah PSD
A/P Aging Summary
As of December 31, 2020

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Assured Partners Inc. of WV	5,806.00	0.00	0.00	0.00	0.00	5,806.00
B&M Environmental LLC	3,322.50	0.00	0.00	0.00	0.00	3,322.50
Bennett & Dobbins PLLC	0.00	0.00	0.00	0.00	37,809.56	37,809.56
Chenoweth Ford	1,305.62	0.00	0.00	0.00	0.00	1,305.62
Clarksburg Water Board	33,611.72	0.00	0.00	0.00	46,826.91	80,438.63
Core & Main LP	3,650.90	2,679.42	0.00	0.00	0.00	6,330.32
CSX Transportation	100.00	0.00	0.00	0.00	0.00	100.00
DODSON PEST CONTROL	62.00	0.00	0.00	0.00	0.00	62.00
Enlarged Hepzibah PSD	0.00	70.08	0.00	0.00	0.00	70.08
Hart Office Solutions	30.00	0.00	0.00	0.00	0.00	30.00
Miss Utility of WV, Inc.	121.00	0.00	0.00	0.00	0.00	121.00
Mon Power	1,316.35	0.00	0.00	0.00	0.00	1,316.35
Precision Pump & Valve Service	9,660.00	0.00	0.00	0.00	0.00	9,660.00
Public Service Commission of WV	0.00	0.00	0.00	0.00	9,979.48	9,979.48
Reliance Laboratories, Inc.	60.00	0.00	0.00	0.00	0.00	60.00
State Electric Supply Company	106.70	0.00	0.00	0.00	0.00	106.70
Sun Valley Public Service District	0.00	0.00	0.00	0.00	18,616.00	18,616.00
The Designer's Landscaping & Lawncare	1,520.00	0.00	0.00	0.00	0.00	1,520.00
Unifirst Corporation	195.29	0.00	0.00	0.00	0.00	195.29
Vincent Lumber Company	133.48	0.00	0.00	0.00	0.00	133.48
TOTAL	61,001.56	2,749.50	0.00	0.00	113,231.95	176,983.01

Enlarged Hepzibah PSD
Profit & Loss
December 2020

		Dec 20
Income		
1500 · Late Fees		852.97
1501 · Metered Sales		27,083.34
1525 · Interest Income		1.04
4190 · Interest Inc		0.59
4610 · Metered Water Sales		54,540.26
4700 · Water Late Fees		993.42
4741 · Reconnect Fees		167.39
4744 · Misc Water Income		200.00
4746 · Credit Card Charges		461.14
Total Income		84,300.15
Gross Profit		84,300.15
Expense		
1743 · Transportation Expense		2,108.57
1790 · Postage		435.75
1793 · Supplies		17,411.78
1794 · Uniforms		571.35
1795 · Telephone		466.87
1796 · Outside Services		3,322.50
1797 · Misc Expense		62.00
1800 · Bank Charges		123.00
66000 · Payroll Expenses		18,421.07
6661 · Water Testing		90.00
6662 · Power & Fuel		
6662.1 · HREA	1,575.37	
6662.2 · Mon Power	3,065.32	
Total 6662 · Power & Fuel		4,640.69
6663 · Outside Water Services		35,411.72
9210 · Office Supplies		439.18
9232 · Telephone - Water		141.75
9240 · Property Insurance - Water		5,806.00
9260 · Pensions & Benefits		5,786.33
9290 · Bank Charges Water		367.23
Total Expense		95,605.79
Net Income		-11,305.64

Enlarged Hepzibah PSD

Regular Board Meeting

Monday, January 11, 2021

With due notice published and a quorum present, Darlene Swiger called the meeting to order: ROLL CALL

Present	Employees	Also Present
Darlene Swiger	Kevin Short	Tom Marion
Sharon Hamilton	Rhonda Beezel	John Robinson
Fred Martin		

Change of election of officers

Sharon Hamilton made a motion to change the officers to Darlene Swiger, Chairman, Fred Martin, Secretary, and Sharon Hamilton, Treasurer. Fred Martin seconded the motion. None abstained and none apposed.

1. **Approval of Minutes**

   Sharon Hamilton made a motion to approve the minutes for Monday, December 14, 2020 and January 11, 2021, as read. Fred Martin seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**

   Sharon Hamilton made a motion to approve the Checks Signed Document dated 12/01/20 through 12/31/20. Fred Martin seconded the motion All in favor, none opposed and none abstained.

3. **Hepzibah Water Project**

   Kevin informed the Board that a $100,000.00 performance bond for the DOH is needed. Kevin discussed with the Board the quote from Bill Bailey Insurance and the coverage area. **Sharon Hamilton made a motion to for the Chairman to sign the contract for the performance bond for $100,000.00 to Bill Bailey Insurance. Sharon Hamilton Seconded the motion. None abstained and none apposed.**

   Tom Marion was present to inform the board of where he was on the loan for the water project. Tom is working on getting DOH permits and submit finalized paperwork to the PSC. The next step will be the PSC reviewing the documents and schedule a hearing for any protests, which will take about six months.

4. **Manager's Report**

A. Kevin informed the Board that he sent a letter dated January 10, 2021 to Kathleen Emery-Fultiner who is the Director of Water & Waste Management in Charleston, WV. Kevin said he submitted the Inflow and Infiltration report for the 2nd half of 2020. Kevin said it is a list of the Inspections & Repairs that were completed in that quarter. Kevin and the Board discussed this in detail.

B. Kevin provided the Board with a copy of the A/P Aging Summary as of November 30, 2020

along with the Profit & Loss for November, 2020; Kevin also provided the Board with a copy of the A/P Aging Summary for December 31, 2020 and the Profit & Loss for December, 2020 and discussed both months in detail.

C. Kevin suggested the Board make a motion to put a hold on the Hepzibah PSD and Sun Valley merger. Kevin stated that after talking to the accountant its not in the best interest for either system at this time. **Sharon Hamilton made a motion to put a hold on the Hepzibah and Sun Valley Merger. Fred Martin seconded. None abstained and none opposed.**

D. Kevin informed the Board that he would like to work on a 1 year, 5 year, and 10 year plan for the plants. Kevin stated that both plants need electrical work by someone certified as well as getting engineering involved to replace pumps. Kevin and the Board discussed in detail the work needing done and the cost.

E. Kevin presented the Board with the monthly operational Report Kevin and the board discussed the leaks that were fixed on Meadowbrook Road and Gabriel Brothers, and the water loss, and cost of repairs in detail. Kevin explained the bills from Clarksburg Water Board. Kevin stated that there are discrepancies with the billing date for the West Fork and Meadowbrook master meters. Kevin stated his plan was to contact Clarksburg Water Board and have them go by Hepzibah PSD readings, with the other option to go to the PSC. Kevin and the Board discussed vendor payments and outstanding balances.

F. Kevin informed the Board of repairs needed on one of the company trucks and the cost of repairs being done.

G. Kevin informed the Board that wires had to be repaired at the Peterbye lift station from the control box to the station. Materials used were 20 new wires, and 80 feet of conduit, and the cost was an estimate of 700.00

7. **Next Board Meet**

Sharon Hamilton announced the next board meeting will be February 3, 2021

8. **Adjournment**

There being no further business, **Sharon Hamilton made a motion to adjourn the meeting. Darlene Swiger seconded the motion. All in favor, none opposed, and none abstained.**

Darlene Swiger
Chairman

Sharon Hamilton
Treasurer

_____
Secretary

Enlarged Hepzibah PSD
A/P Aging Summary
As of January 31, 2021

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
B&M Environmental LLC	3,322.50	0.00	0.00	0.00	0.00	3,322.50
Bennett & Dobbins PLLC	7,854.52	0.00	0.00	0.00	37,809.56	45,664.08
Chenoweth Ford	100.00	0.00	0.00	0.00	0.00	100.00
CITCO	3,730.50	0.00	0.00	0.00	0.00	3,730.50
City of Clarksburg	325.00	0.00	0.00	0.00	0.00	325.00
Clarksburg Water Board	20.00	16,599.63	0.00	0.00	46,826.91	63,446.54
CNA Surety Direct Bill	429.75	0.00	0.00	0.00	0.00	429.75
Core & Main LP	1,523.87	0.00	0.00	0.00	0.00	1,523.87
DODDRIDGE CONTROLS	0.00	647.20	0.00	0.00	0.00	647.20
FULL BORE DRILLING	45,000.00	0.00	0.00	0.00	0.00	45,000.00
H&S Control	310.00	0.00	0.00	0.00	0.00	310.00
Hart Office Solutions	30.00	0.00	0.00	0.00	0.00	30.00
JEFFERDS CORPORATION	1,125.00	0.00	0.00	0.00	0.00	1,125.00
Miss Utility of WV, Inc.	68.05	0.00	0.00	0.00	0.00	68.05
Precision Pump & Valve Service	0.00	2,520.00	0.00	0.00	0.00	2,520.00
Public Service Commission of WV	0.00	0.00	0.00	0.00	9,979.48	9,979.48
Reliance Laboratories, Inc.	90.00	0.00	0.00	0.00	0.00	90.00
Sammy D's Preowned Auto	1,600.00	0.00	0.00	0.00	0.00	1,600.00
State Electric Supply Company	911.81	0.00	0.00	0.00	0.00	911.81
Sun Valley Public Service District	0.00	0.00	0.00	0.00	18,616.00	18,616.00
Surdyne Fire & Security, LLC	105.00	0.00	0.00	0.00	0.00	105.00
Unifirst Corporation	336.44	0.00	0.00	0.00	0.00	336.44
TOTAL	66,882.44	19,766.83	0.00	0.00	113,231.95	199,881.22

Enlarged Hepzibah PSD
Profit & Loss
January 2021

	Jan 21	
Income		
1500 · Late Fees		1,036.84
1501 · Metered Sales		27,445.51
4610 · Metered Water Sales		53,206.23
4700 · Water Late Fees		1,231.17
4741 · Reconnect Fees		264.41
4746 · Credit Card Charges		543.97
Total Income		83,728.13
Gross Profit		83,728.13
Expense		
1508 · Workers Compensation		2,656.00
1743 · Transportation Expense		2,228.43
1781 · Accounting & Legal		7,854.52
1789 · Petty Cash		155.00
1790 · Postage		275.42
1793 · Supplies		64,247.10
1794 · Uniforms		336.44
1795 · Telephone		356.90
1796 · Outside Services		3,322.50
1798 · Property Insurance		429.75
1800 · Bank Charges		24.00
1805 · Sludge Disposal		325.00
66000 · Payroll Expenses		15,195.51
6661 · Water Testing		120.00
6662 · Power & Fuel		
6662.1 · HREA	1,585.87	
6662.2 · Mon Power	229.27	
6662.3 · Cardinal Gas	213.50	
Total 6662 · Power & Fuel		2,028.64
9020 · Meter Reading Expense		20.00
9210 · Office Supplies		300.49
9240 · Property Insurance - Water		1,000.00
9260 · Pensions & Benefits		6,100.20
9302 · Misc Expenses Water		620.00
Total Expense		107,595.90
Net Income		-23,867.77

E-2

SHORT LINE PSD FINANCIAL STATEMENT FOR THE PERIOD 10/01/2020 - 10/31/2020			
	CURRENT MONTH	PRIOR MONTH	FISCAL YEAR
GENERAL FUND ACCOUNT			
BEGINNING BALANCE	50,273.72	50,209.21	
CREDITS	61,983.27	64,998.34	
DEBITS	55,596.27	64,933.83	
ENDING BALANCE	56,660.72	50,273.72	
RESERVE ACCOUNT			
BEGINNING BALANCE	25,379.12	23,197.97	
CREDITS	3,440.74	2,176.15	
DEBITS	-5.00	-5.00	
ENDING BALANCE	28,814.86	25,379.12	
ESCROW CUSTOMER DEPOSIT ACCOUNT			
BEGINNING BALANCE	12,279.26	12,124.07	
CREDITS	350.00	210.00	
DEBITS	-54.81	-5.00	
ENDING BALANCE	12,624.26	12,279.26	
INCOME			
BILLING - WATER/LATE FEES	57,561.61	60,594.15	232,572.46
INVOICES	3,581.98	5,065.51	11,551.98
MISCELLANEOUS/RECONNECT FEES/BANK FEES	180.00	20.00	320.00
TAP FEES		350.00	1400.00
MISCELLANOUS INCOME/Penalties	2166.89	1804.89	7,519.65
TOTAL INCOME	63,490.48	67,834.55	253,358.09
EXPENSES			
CHEMICALS			
CLARKSBURG WATER BOARD	17,722.66	20,735.88	78,149.91
DIRECTORS FEES			
LAB SERVICE/SAMPLING	90.00	265.00	445.00
MAINTENANCE	4,972.96	8,383.39	31,262.18
MISCELLANEOUS EXPENSE	RTN.Check 76.01		76.01
MUNICIPLE BOND	4,656.44	4,656.44	18,625.76
OFFICE SUPPLIES & EXPENSE	1,116.07	1,392.50	4,625.46
ONE TIME YEARLY FEES	WVRW 518.32		2,008.59
OUTSIDE SERVICES/CONTRACT LABOR		3527.50	7,267.50
CREDIT CARD FEES	526.77	540.46	2,136.98
ACCOUNTING FEES			175.00
BRICKSTREET INSURANCE	644.00		1,288.00

PAGE 2				
PAYROLL				
GROSS TOTAL WAGES	13,159.69	12,435.11		50,303.04
FICA & MEDICARE	1,006.72	951.29		3,848.18
RETIREMENT	1,099.31	1,087.60		4,368.31
PEIA - INSURANCE	723.20	723.20		2,852.40
PEIA - RHBT	865.40	865.40		3,482.40
TOTAL PSD PAYS	16,854.32	16,062.60		63,864.83
PROPERTY/LIABILITY & INJURIES INSURANCE		4,012.00	Qrtly	4,012.00
SOFTWARE PROGRAMING				
VEHICLE MAINTANCE		96.43		452.00
VEHICLE PAYMENT	1,259.30	1,259.30		10,074.40
GASOLINE	695.63	634.14		2,582.50
ELECTRIC	1,461.80	1,473.44		6,170.71
DOMINION	52.58	48.41		198.50
ENTERPRISE SANITATION	95.48	92.13		371.87
FRONTIER COMMUNICATIONS	191.27	190.85		763.82
WV 811	86.60	44.90		244.50
TOTAL EXPENSE	51,020.21	63,323.37		226,929.91

SHORT LINE PSD FINANCIAL STATEMENT FOR THE PERIOD 11/01/2020 - 11/30/2020			
	CURRENT MONTH	PRIOR MONTH	FISCAL YEAR
GENERAL FUND ACCOUNT			
BEGINNING BALANCE	56,660.72	50,273.72	
CREDITS	53,803.29	61,983.27	
DEBITS	50,433.79	55,596.27	
ENDING BALANCE	59,753.84	56,660.72	
RESERVE ACCOUNT			
BEGINNING BALANCE	28,814.86	25,379.12	
CREDITS	1,029.00	3,440.74	
DEBITS	-5.00	-5.00	
ENDING BALANCE	29,838.86	28,814.86	
ESCROW CUSTOMER DEPOSIT ACCOUNT			
BEGINNING BALANCE	12,624.26	12,279.26	
CREDITS	70.00	350.00	
DEBITS	-5.00	-54.81	
ENDING BALANCE	12,689.26	12,624.26	
INCOME			
BILLING - WATER/LATE FEES	53,223.15	57,561.61	285,795.61
INVOICES	1,423.01	3,581.98	12,974.99
MISCELLANEOUS/RECONNECT FEES/BANK FEES	120.00	180.00	440.00
TAP FEES	350.00		1750.00
MISCELLANOUS INCOME/Penalties	1683.61	2166.89	9,203.26
TOTAL INCOME	56,799.77	63,490.48	310,157.86
EXPENSES			
CHEMICALS			
CLARKSBURG WATER BOARD	16,220.74	17,722.66	94,370.65
DIRECTORS FEES			
LAB SERVICE/SAMPLING	60.00	90.00	505.00
MAINTENANCE	5,714.86	4,972.96	36,977.04
MISCELLANEOUS EXPENSE		RTN.Check 76.01	76.01
MUNICIPLE BOND	4,656.44	4,656.44	23,282.20
OFFICE SUPPLIES & EXPENSE	511.69	1,116.07	5,137.15
ONE TIME YEARLY FEES	Qbsupport 805.55	518.32	2,814.14
OUTSIDE SERVICES/CONTRACT LABOR	2075.00		9,342.50
CREDIT CARD FEES	592.49	526.77	2,729.47
ACCOUNTING FEES			175.00
BRICKSTREET INSURANCE		644.00	1,288.00

PAGE 2				
PAYROLL				
GROSS TOTAL WAGES	12,590.77	13,159.69		62,893.81
FICA & MEDICARE	963.20	1,006.72		4,811.38
RETIREMENT	1,066.28	1,099.31		5,427.59
PEIA - INSURANCE	723.20	723.20		3,575.60
PEIA - RHBT	865.40	865.40		4,347.80
TOTAL PSD PAYS	16,208.85	16,854.32		80,073.68
PROPERTY/LIABILITY & INJURIES INSURANCE		4,012.00	Qrtly	4,012.00
SOFTWARE PROGRAMING				
VEHICLE MAINTANCE	337.02			789.02
VEHICLE PAYMENT	1,259.30	1,259.30		11,333.70
GASOLINE	702.3	695.63		3,284.80
ELECTRIC	1,349.39	1,461.80		7,520.10
DOMINION	83.10	52.58		281.60
ENTERPRISE SANITATION	95.48	95.48		467.35
FRONTIER COMMUNICATIONS	191.27	191.27		955.09
WV 811	85.10	86.60		329.60
TOTAL EXPENSE	50,948.58	51,020.21		277,878.49

SHORT LINE PSD FINANCIAL STATEMENT FOR THE PERIOD 12/01/2020 - 12/30/2020			
	CURRENT MONTH	PRIOR MONTH	FISCAL YEAR
GENERAL FUND ACCOUNT			
BEGINNING BALANCE	59,753.84	56,660.72	
CREDITS	56,575.80	53,803.29	
DEBITS	53,314.78	50,433.79	
ENDING BALANCE	62,949.86	59,753.84	
RESERVE ACCOUNT			
BEGINNING BALANCE	29,838.86	28,814.86	
CREDITS	2,488.91	1,029.00	
DEBITS	-5.00	-5.00	
ENDING BALANCE	32,322.77	29,838.86	
ESCROW CUSTOMER DEPOSIT ACCOUNT			
BEGINNING BALANCE	12,689.26	12,624.26	
CREDITS		70.00	
DEBITS	-65.25	-5.00	
ENDING BALANCE	12,619.01	12,689.26	
INCOME			
BILLING - WATER/LATE FEES	54,787.39	53,223.15	340,058.00
INVOICES	1,159.97	1,423.01	14,134.96
MISCELLANEOUS/RECONNECT FEES/BANK FEES	40.00	120.00	480.00
TAP FEES		350.00	1750.00
MISCELLANOUS INCOME/Penalties	1639.80	1683.61	10,843.06
TOTAL INCOME	57,627.16	56,799.77	367,785.02
EXPENSES			
CHEMICALS			
CLARKSBURG WATER BOARD	23,339.21	16,220.74	117,709.86
DIRECTORS FEES			
LAB SERVICE/SAMPLING	235.00	60.00	740.00
MAINTENANCE	1,066.87	5,714.86	38,043.91
MISCELLANEOUS EXPENSE			76.01
MUNICIPLE BOND	4,656.44	4,656.44	27,938.64
OFFICE SUPPLIES & EXPENSE	889.31	511.69	6,026.46
ONE TIME YEARLY FEES		Qbsupport 805.55	2,814.14
OUTSIDE SERVICES/CONTRACT LABOR	850.00	2075.00	10,192.50
CREDIT CARD FEES	543.18	592.49	3,272.65
ACCOUNTING FEES			175.00
BRICKSTREET INSURANCE	644.00		1,932.00

PAGE 2			
PAYROLL			
GROSS TOTAL WAGES	12,563.41	12,590.77	75,457.22
FICA & MEDICARE	961.10	963.20	5,772.48
RETIREMENT	1,132.61	1,066.28	6,560.20
PEIA - INSURANCE	723.20	723.20	4,298.80
PEIA - RHBT	865.40	865.40	5,213.20
TOTAL PSD PAYS	16,245.72	16,208.85	96,319.40
PROPERTY/LIABILITY & INJURIES INSURANCE			Qrtly 4,012.00
SOFTWARE PROGRAMING			
VEHICLE MAINTANCE		337.02	789.02
VEHICLE PAYMENT	1,259.30	1,259.30	12,593.00
GASOLINE	504.39	702.30	3,789.19
ELECTRIC	1,451.96	1,349.39	8,972.06
DOMINION	145.33	83.10	426.93
ENTERPRISE SANITATION	95.48	95.48	562.83
FRONTIER COMMUNICATIONS	191.28	191.27	1,146.37
WV 811	66.25	85.10	396.25
TOTAL EXPENSE	51,054.12	50,948.58	328,932.61

AGENDA

CLARKSBURG-HARRISON REGIONAL HOUSING AUTHORITY
BOARD OF COMMISSIONER'S MEETING

E-3.
RECEIVED
FEB 11 2021
HARRISON COUNTY
COMMISSION

DATE: THURSDAY, JANUARY 28, 2021

TIME: 4:30 P.M.

PLACE: CENTRAL OFFICE
433 BALTIMORE AVENUE
CLARKSBURG, WV 26301

PRESIDING OFFICER: MARCEL C. MALFREGEOT

1. Opening and Roll Call:

   Present: Absent:

   Visitors:

2. Guest Comments, if any:

3. Minutes

   a. Approval of Minutes of Board Meeting held on December 3, 2020

      Motion: Second: Vote:

   b.

4. Old Business

5. Reports

   a. Financial Reports for NOVEMBER & DECEMBER 2020

      Motion: Seconded: Vote:

   b. Maintenance/Modernization Reports for NOV/DEC 2020

   c. Statistical-Lease-up Reports for Public Housing for NOV/DEC 2020

   d. Section 8 Statistical-Lease-up Reports for NOV/DEC 2020

e. Homeownership Reports for NOV/DEC 2020 & DEC 2020/JAN 2021

f. Homelessness Reports for DEC 2020/JAN 2021

g. Resident Services Program Reports for NOV/DEC 2020

h. Family Self-Sufficiency Program Report for NOV/DEC 2020

6. New Business:

a.

Motion: Seconded: Vote:

b.

Motion: Seconded: Vote:

c.

Motion: Seconded: Vote:

7. Executive Session:

8. Adjournment:

Motion: Seconded: Vote:

Respectfully Submitted,

Rhonda Lindsey, Assistant Director

The Clarksburg-Harrison Regional Housing Authority's Board of Commissioners' meeting was held at 4:30 p.m., Thursday, December 3, 2020, at the Central Office of the Clarksburg-Harrison Regional Housing Authority, 433 Baltimore Avenue, Clarksburg, WV 26301.

Notices were posted one week prior to the meeting date, on the bulletin board of our developments, and advertised in the Clarksburg Exponent-Telegram, in compliance with W.Va. Code, Chapter 6, and Article 9-A, also known as "The Sunshine Law."

1. **Roll Call**

PRESENT: Chairperson Marcel Malfregeot
Commissioner William Rota
Commissioner Sam Caputo
Commissioner Delores Jackson
Commissioner Roger Diaz
Rhonda Lindsey, Assistant Executive Director

ABSENT: Louis A. Aragona II, Executive Director/Secretary Treasurer

VISITORS:

2. **Guest Comments, if any**

3. **Approval of Minutes**

a. The Minutes of the Board Meeting held on October 29, 2020 were reviewed. Commissioner Sam Caputo made a motion to approve the minutes as submitted. The motion was seconded by Commissioner Roger Diaz, and the motion passed by unanimous vote.

b.

4. **Old Business:** None

5. **Approval of Reports**

The Reports for the Board Meeting held on December 3, 2020 were reviewed. Commissioner Roger Diaz, made a motion to approve the reports as submitted. The motion was seconded by Commissioner Sam Caputo, and the motion passed by unanimous vote.

6. New Business:

a. Commissioner Sam Caputo made a motion to provide gift cards to all staff members in lieu of the Christmas Dinner. The motion was seconded by Commissioner Roger Diaz, and the motion passed by unanimous vote.

b. Commissioner Roger Diaz made a motion to provide incentive pay for all employees. Commissioner Sam Caputo seconded the motion, and the motion passed by unanimous vote.

7. Executive Director's Report:

* Assistant Director Lindsey gave the Mountain Opportunities Corporation report.

* Assistant Director Lindsey gave the update for the Glen Elk Apartments. They will be filling the last three this week and should be full by December 18, 2020 which should complete the transition by December 31, 2020.

* Assistant Director Lindsey discussed the CHRHA Audit. The audit is complete and there were no findings or concerns.

* Assistant Director Lindsey gave an update on the CARES Act Funding

* Assistant Director Lindsey informed the Board about alternate Holiday plans. There will be no holiday dinners at the developments or for the staff due to COVID restrictions.

Respectfully Submitted:

Rhonda Lindsey, Assistant Director

8. Adjournment:

With there being no further business to come before the Board, Commissioner Sam Caputo made a motion to adjourn the meeting. Commissioner William Rota seconded the motion,and the motion passed with unanimous vote.

Marcel Malfregeot 12/3/2020

Marcel Malfregeot, Chairperson

CLARKSBURG - HARRISON REGIONAL HOUSING AUTHORITY
CASH / INVESTMENT SUMMARY
October 30, 2020

PUBLIC HOUSING	79,978.38	1,805,215.34	1,885,193.72	0.00	1,885,193.72
PSH	27,846.39	0.00	27,846.39	27,846.39	0.00
FSS	27,236.38	0.00	27,236.38	0.00	27,236.38
SECTION 8	437,472.47	0.00	437,472.47	189,233.47	248,239.00
BUSINESS ACTIVITIES	274,707.79	794,701.15	1,069,408.94	1,069,408.94	0.00
TOTAL	847,241.41	2,599,916.49	3,447,157.90	1,286,488.80	2,160,669.10

CLARKSBURG-HARRISON, WV

Funds : 001 - Public Housing
Date : October 2020

Income Statement - Budget Comparison

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Operating Revenue and Expenditures						
Operating Revenue						
DWELLING RENTAL	$82,439.48	$90,249.64	($7,810.16)	$335,370.51	$360,998.56	($25,628.05)
EXCESS UTILITIES	$3,340.76	$3,208.32	$132.44	$13,222.76	$12,833.28	$389.48
T.V.INCOME-KT	$184.04	$0.00	$184.04	$2,863.94	$0.00	$2,863.94
T.V.INCOME-MH	$220.97	$0.00	$220.97	($652.42)	$0.00	($652.42)
INTEREST-GEN FUND INVESTS	$3,172.75	$2,066.66	$1,106.09	$5,492.40	$8,266.64	($2,774.24)
OTHER INCOME-COCC	$0.00	$0.00	$0.00	$8,916.91	$0.00	$8,916.91
OTHER INCOME-KT	$0.00	$0.00	$0.00	($40.00)	$0.00	($40.00)
OTHER INCOME-LL	$105.00	$0.00	$105.00	$195.00	$0.00	$195.00
OTHER INCOME-MH	$644.69	$2,249.99	($1,605.30)	$99,565.59	$8,999.96	$90,565.63
Total Operating Revenues	$90,107.69	$97,774.61	($7,666.92)	$464,934.69	$391,098.44	$73,836.25
Operating Expenditures						
ADMIN SALARIES	$25,207.61	$32,035.54	$6,827.93	$99,812.39	$128,142.16	$28,329.77
EXTRA MAINT-LABOR,KT	$0.00	$0.00	$0.00	$121,919.66	$0.00	($121,919.66)
LABOR-OM&O,LL	$185.40	$0.00	($185.40)	$185.40	$0.00	($185.40)
LABOR-OM&O,MH	$38,304.86	$22,749.91	($15,554.95)	$116,456.94	$90,999.64	($25,457.30)
PROTECTIVE SERV.,MH	$2,040.00	$0.00	($2,040.00)	$6,240.00	$0.00	($6,240.00)
T/S/SALARIES-MH	$1,485.45	$1,075.00	($410.45)	$4,453.46	$4,299.99	($153.47)
ACCTG & AUDIT FEES	$0.00	$862.50	$862.50	$0.00	$3,450.00	$3,450.00
COLLECTION LOSSES	($145.00)	$1,333.33	$1,478.33	($2,838.33)	$5,333.32	$8,171.65
CONTACT COSTS - GARBAGE	$2,372.96	$2,349.99	($22.97)	$7,135.40	$9,399.96	$2,264.56
CONTACT COSTS - ROUTINE MAINTENANCE	$459.01	$2,016.66	$1,557.65	$9,349.36	$8,066.64	($1,282.72)
CONTRACT COSTS - CARES GRANT	$1,250.00	$0.00	($1,250.00)	$1,250.00	$0.00	($1,250.00)
CONTRACT COSTS - ELEVATOR MAINTENANCE	$0.00	$125.00	$125.00	$3,420.00	$500.00	($2,920.00)
CONTRACT COSTS - EXTERMINATION CONTRACTS	$0.00	$808.33	$808.33	$2,480.00	$3,233.32	$753.32
CONTRACT COSTS - HEATING AND COOLING	$0.00	$633.33	$633.33	$1,703.50	$2,533.32	$829.82
CONTRACT COSTS - JANITORIAL	$0.00	$133.33	$133.33	$0.00	$533.32	$533.32
CONTRACT COSTS - OTHER	$59.10	$1,849.99	$1,790.89	$2,679.80	$7,399.96	$4,720.16
CONTRACT COSTS-COCC	$0.00	$0.00	$0.00	$151.88	$0.00	($151.88)
CONTRACT COSTS-KT	$0.00	$0.00	$0.00	$433.50	$0.00	($433.50)

CLARKSBURG-HARRISON, WV

Funds : 001 - Public Housing
Date : October 2020

Income Statement - Budget Comparison

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
CONTRACT COSTS-LL	$0.00	$0.00	$0.00	$940.88	$0.00	($940.88)
CONTRACT COSTS-MH	$770.76	$0.00	($770.76)	$3,392.43	$0.00	($3,392.43)
ELECTRICITY	$4,189.08	$3,891.65	($297.43)	$18,349.23	$15,566.60	($2,782.63)
ELECTRICITY - WAREHOUSE	$96.60	$0.00	($96.60)	$784.54	$0.00	($784.54)
ELECTRICITY-OFFICE	$853.43	$1,008.33	$154.90	$4,213.27	$4,033.32	($179.95)
ELECTRICITY,KT	$4,606.32	$5,016.65	$410.33	$21,929.13	$20,066.60	($1,862.53)
ELECTRICITY,LL	$790.64	$750.00	($40.64)	$3,181.16	$3,000.00	($181.16)
EMPLOYEE BENEFIT CONT	$14,815.36	$19,999.92	$5,184.56	$73,918.06	$79,999.68	$6,081.62
GAS - OFFICE	$130.94	$541.66	$410.72	$423.47	$2,166.65	$1,743.18
GAS - WAREHOUSE	$36.50	$0.00	($36.50)	$139.40	$0.00	($139.40)
GAS,KT	$2,255.69	$2,549.99	$294.30	$3,945.47	$10,199.96	$6,254.49
GAS,LL	$1,966.46	$4,999.98	$3,033.52	$3,826.54	$19,999.92	$16,173.38
GAS,MH	$2,650.30	$2,991.66	$341.36	$3,889.50	$11,966.62	$8,077.12
INSURANCE,MH	$10,255.46	$7,499.97	($2,755.49)	$36,951.09	$29,999.88	($6,951.21)
LABOR-OM&O,KT	$171.19	$0.00	($171.19)	$171.19	$0.00	($171.19)
LEGAL EXPENSE	$0.00	$208.33	$208.33	$0.00	$833.32	$833.32
MAINT.MATERIALS - CARES GRANT	$42.03	$0.00	($42.03)	$42.03	$0.00	($42.03)
MAINT.MATERIALS-KT	($585.82)	$0.00	$585.82	($2,480.94)	$0.00	$2,480.94
MAINT.MATERIALS-LL	($78.61)	$0.00	$78.61	($1,640.58)	$0.00	$1,640.58
MAINT.MATERIALS-MH	($1,595.64)	$5,833.31	$7,428.95	$28,281.80	$23,333.24	($4,948.56)
OTHER GEN EXPENSE	$125.00	$237.83	$112.83	$1,659.54	$951.32	($708.22)
OTHER GENERAL EXPENSE - POM	$0.00	$0.00	$0.00	$250.00	$0.00	($250.00)
PMTS IN LIEU OF TAXES	$5,000.00	$4,999.98	($0.02)	$20,000.00	$19,999.92	($0.08)
STAFF TRAINING-MH	$0.00	$166.66	$166.66	$0.00	$666.67	$666.67
SUNDRY	$4,031.80	$4,833.32	$801.52	$17,452.99	$19,333.25	$1,880.26
SUNDRY EXPENSE-COCC	$0.00	$0.00	$0.00	$200.00	$0.00	($200.00)
T/S-CON COST-TRNG-OTH	$906.58	$808.33	($98.25)	$3,626.27	$3,233.32	($392.95)
T/S-REC. PUB & OTH SV	$185.22	$791.66	$606.44	$2,009.28	$3,166.64	$1,157.36
TRAVEL,MH	$30.25	$1,023.83	$993.58	$877.53	$4,095.32	$3,217.79
WATER	$1,282.57	$1,958.33	$675.76	$5,571.74	$7,833.31	$2,261.57
WATER-KT	$2,231.64	$2,999.99	$768.35	$10,729.43	$11,999.96	$1,270.53
WATER-LL	$3,856.91	$4,933.31	$1,076.40	$18,672.23	$19,733.24	$1,061.01
WATER-OFFICE	$53.47	$108.33	$54.86	$217.83	$433.32	$215.49

CLARKSBURG-HARRISON, WV

Funds : 001 - Public Housing
Date : October 2020

Income Statement - Budget Comparison

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
WATER-WAREHOUSE	$53.47	$0.00	($53.47)	$213.88	$0.00	($213.88)
Total Operating Expensese	$130,346.99	$144,125.93	$13,778.94	$656,571.35	$576,503.69	($80,067.66)
Net Profit or Loss from Operations	($40,239.30)	($46,351.32)	$6,112.02	($191,636.66)	($185,405.25)	($6,231.41)

CLARKSBURG-HARRISON, WV

Funds : 001 - Public Housing
Date : October 2020

Income Statement - Budget Comparison

	This Month Actual	This Month Budget	Variance - Better (Worse)	Year-To-Date Actual	Year- To-Date Budget	Variance - Better (Worse)
Other Revenue and Expenditures						
Other Revenue Items						
HUD PHA GRANTS-MH	$0.00	$4,999.98	($4,999.98)	$0.00	$19,999.92	($19,999.92)
OPER SUBSIDY-MH	$51,251.00	$42,249.83	$9,001.17	$162,736.00	$168,999.32	($6,263.32)
Total Other Revenue Items	$51,251.00	$47,249.81	$4,001.19	$162,736.00	$188,999.24	($26,263.24)
Other Expenditure Items						
Total Other Expenditure Items	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Net Gain or Loss from Extraordinary Items	$51,251.00	$47,249.81	$4,001.19	$162,736.00	$188,999.24	($26,263.24)
Net Profit or Loss	$11,011.70	$898.49	$10,113.21	($28,900.66)	$3,593.99	($32,494.65)

CLARKSBURG / HARRISON COUNTY HOUSING

Detailed Check Listing Report - All Checks From 10/01/2020 - 10/31/2020

EXE

Bank Description AP/PR-Accounts Payable and Payroll

Check #	Check Date	Void?	Void Date	Recipient	Purpose	Voided Amt	Amount
Credit Acct	AP/PR-Accounts Payable and Payroll						
0000020025	10/09/2020	NO		LIGHTNER, SHIRLEY S	REFUND SECURITY		100.00
Total for Check	0000020025					**$0.00**	**$100.00**
0000020026	10/09/2020	NO		PENNINGTON, LISA D	Refund remaining credit		79.50
Total for Check	0000020026					**$0.00**	**$79.50**
0000020027	10/09/2020	NO		STEMPLE, TIMOTHY W	refund remaining credit		179.13
Total for Check	0000020027					**$0.00**	**$179.13**
0000020028	10/09/2020	NO		FAZZINI, DARLA D	refund remaining credit		115.40
Total for Check	0000020028					**$0.00**	**$115.40**
0000020029	10/09/2020	NO		WHOLESALE TIRE INC.	OIL CHANGE & INSPECTION		59.10
Total for Check	0000020029					**$0.00**	**$59.10**
0000020030	10/09/2020	NO		CLARKSBURG WATER BOARD	SERVICE TO MH		1,487.42
0000020030	10/09/2020	NO		CLARKSBURG WATER BOARD	SERVICE TO KT		2,191.17
Total for Check	0000020030					**$0.00**	**$3,678.59**
0000020031	10/09/2020	NO		HAJOCA CORPORATION	PVC TEES AND COLLARS		18.14
0000020031	10/09/2020	NO		HAJOCA CORPORATION	2 INCH PTRAP		17.16
Total for Check	0000020031					**$0.00**	**$35.30**
0000020032	10/09/2020	NO		HAJOCA CORPORATION	TOILET		131.00
Total for Check	0000020032					**$0.00**	**$131.00**
0000020033	10/09/2020	NO		LOWE'S COMPANIES,INC.	COUPLINGS, P-TRAP, P		29.03
0000020033	10/09/2020	NO		LOWE'S COMPANIES,INC.	CO DETECTORS, TOGGLE		160.34
0000020033	10/09/2020	NO		LOWE'S COMPANIES,INC.	DUCT TAPE, SHOWER		60.23
0000020033	10/09/2020	NO		LOWE'S COMPANIES,INC.	COUPLINGS, BATHRUB		31.91
Total for Check	0000020033					**$0.00**	**$281.51**
0000020034	10/09/2020	NO		HD SUPPLY FACILITIES MAINT.	RETURN		-0.57
0000020034	10/09/2020	NO		HD SUPPLY FACILITIES MAINT.	RETURN		-0.82
0000020034	10/09/2020	NO		HD SUPPLY FACILITIES MAINT.	TUB SHOWER KITS,		482.44
0000020034	10/09/2020	NO		HD SUPPLY FACILITIES MAINT.	SINK STRAINERS,		437.11
0000020034	10/09/2020	NO		HD SUPPLY FACILITIES MAINT.	RETURN		-3.25
Total for Check	0000020034					**$0.00**	**$914.91**
0000020035	10/09/2020	NO		SHERWIN WILLIAMS COMPANY	PAINT, ROLLER COVERS,		278.39

CLARKSBURG / HARRISON COUNTY HOUSING

Detailed Check Listing Report - All Checks From 10/01/2020 - 10/31/2020

EXE

Bank Description AP/PR-Accounts Payable and Payroll

Check #	Check Date	Void?	Void Date	Recipient	Purpose	Voided Amt	Amount
Total for Check		0000020035				$0.00	$278.39
0000020036	10/09/2020	NO		UNITED JANITORIAL SUPPLIES	PAPER TOWELS AND		125.00
0000020036	10/09/2020	NO		UNITED JANITORIAL SUPPLIES	PAPER TOWELS, TRASH		77.00
Total for Check		0000020036				$0.00	$202.00
0000020037	10/09/2020	NO		CLARK COMPUTER SERVICES,	PARTICIPANT ALERT LIST		139.00
Total for Check		0000020037				$0.00	$139.00
0000020038	10/09/2020	NO		WASTE MANAGEMENT OF WEST	SERVICE TO MH		832.25
0000020038	10/09/2020	NO		WASTE MANAGEMENT OF WEST	SERVICE TO KT		433.50
0000020038	10/09/2020	NO		WASTE MANAGEMENT OF WEST	LANDFILL FEE		15.35
0000020038	10/09/2020	NO		WASTE MANAGEMENT OF WEST	SERVICE TO LL		953.48
0000020038	10/09/2020	NO		WASTE MANAGEMENT OF WEST	TRASH TO OFFICE		109.14
Total for Check		0000020038				$0.00	$2,343.72
0000020039	10/09/2020	NO		STAPLES CREDIT PLAN	INK, PAID STAMPS		18.89
0000020039	10/09/2020	NO		STAPLES CREDIT PLAN			234.95
Total for Check		0000020039				$0.00	$253.84
0000020040	10/09/2020	NO		SERC, INC.			116.20
0000020040	10/09/2020	NO		SERC, INC.	MEMBERSHIP RENEWAL		64.60
Total for Check		0000020040				$0.00	$180.80
0000020041	10/09/2020	NO		SHERWIN-WILLIAMS	CFP-19 CARPET		156.60
0000020041	10/09/2020	NO		SHERWIN-WILLIAMS	CFP-19 CARPET		667.44
0000020041	10/09/2020	NO		SHERWIN-WILLIAMS	CFP 19 CARPET		315.36
Total for Check		0000020041				$0.00	$1,139.40
0000020042	10/09/2020	NO		PUBLIC EMPLOYEES INS. AGENC	PEIA		50.00
0000020042	10/09/2020	NO		PUBLIC EMPLOYEES INS. AGENC			6,622.36
0000020042	10/09/2020	NO		PUBLIC EMPLOYEES INS. AGENC			2,478.66
0000020042	10/09/2020	NO		PUBLIC EMPLOYEES INS. AGENC			1,125.20
0000020042	10/09/2020	NO		PUBLIC EMPLOYEES INS. AGENC			2,413.48
Total for Check		0000020042				$0.00	$12,689.70
0000020043	10/09/2020	NO		PITNEY BOWES PURCHASE			1,000.00
0000020043	10/09/2020	NO		PITNEY BOWES PURCHASE	POSTAGE		1,000.00
Total for Check		0000020043				$0.00	$2,000.00
0000020044	10/09/2020	NO		DOMINION ENERGY WEST	SERVICE TO OFFIC		100.92
0000020044	10/09/2020	NO		DOMINION ENERGY WEST	SERVICE TO WH		34.29
0000020044	10/09/2020	NO		DOMINION ENERGY WEST	SERVICE TO LL		697.63

CLARKSBURG / HARRISON COUNTY HOUSING

Detailed Check Listing Report - All Checks From 10/01/2020 - 10/31/2020

EXE

Bank Description AP/PR-Accounts Payable and Payroll

Check #	Check Date	Void?	Void Date	Recipient	Purpose	Voided Amt	Amount
0000020044	10/09/2020	NO		DOMINION ENERGY WEST	SERVICE TO MH		562.18
Total for Check		0000020044				$0.00	$1,395.02
0000020045	10/09/2020	NO		EXPONENT TELEGRAM	NEWSPAPER AD		76.23
Total for Check		0000020045				$0.00	$76.23
0000020046	10/09/2020	NO		U.S. CELLULAR			64.19
0000020046	10/09/2020	NO		U.S. CELLULAR	CELL PHONES		754.71
0000020046	10/09/2020	NO		U.S. CELLULAR			377.40
Total for Check		0000020046				$0.00	$1,196.30
0000020047	10/09/2020	NO		CITYNET, LLC	PHONE & INTERNET TO		906.53
0000020047	10/09/2020	NO		CITYNET, LLC			906.53
Total for Check		0000020047				$0.00	$1,813.06
0000020048	10/09/2020	NO		UNIFIRST CORPORATION	CFP 19 MATS		18.50
0000020048	10/09/2020	NO		UNIFIRST CORPORATION	CFP 19 MATS		16.25
0000020048	10/09/2020	NO		UNIFIRST CORPORATION	CFP 19 MATS		18.85
0000020048	10/09/2020	NO		UNIFIRST CORPORATION	CFP 19 MATS		18.50
0000020048	10/09/2020	NO		UNIFIRST CORPORATION	CFP 19 UNIFORMS		58.80
Total for Check		0000020048				$0.00	$130.90
0000020049	10/09/2020	NO		DONNA DEMARCO	REIMBURSEMENT FOR		47.07
0000020049	10/09/2020	NO		DONNA DEMARCO	BACK TO SCHOOL		13.77
Total for Check		0000020049				$0.00	$60.84
0000020050	10/09/2020	NO		WORKFORCE WEST VIRGINIA	LAYFIELD UNEMPLOYMENT		467.60
Total for Check		0000020050				$0.00	$467.60
0000020051	10/09/2020	NO		RETIREE HEALTH BENEFIT TRUST			480.00
0000020051	10/09/2020	NO		RETIREE HEALTH BENEFIT TRUST			704.00
0000020051	10/09/2020	NO		RETIREE HEALTH BENEFIT TRUST	1001.0000.4520.00		2,336.00
Total for Check		0000020051				$0.00	$3,520.00
0000020052	10/09/2020	NO		AT&T	SERVICE TO WH		49.90
Total for Check		0000020052				$0.00	$49.90
0000020053	10/09/2020	NO		MON POWER	SECURITY LIGHTS		906.58
0000020053	10/09/2020	NO		MON POWER	SERVICE TO MH		4,642.99
Total for Check		0000020053				$0.00	$5,549.57
0000020054	10/09/2020	NO		BUREAU FOR CHILD SUPPORT	CHILD SUPPORT - BOCCO,		266.65

CLARKSBURG / HARRISON COUNTY HOUSING

Detailed Check Listing Report - All Checks From 10/01/2020 - 10/31/2020

EXE

Bank Description AP/PR-Accounts Payable and Payroll

Check #	Check Date	Void?	Void Date	Recipient	Purpose	Voided Amt	Amount
Total for Check		0000020054				$0.00	$286.65
0000020055	10/09/2020	NO		MOUNTAIN OPPORTUNITIES	TENANT RENT PAYMENT IN		300.00
Total for Check		0000020055				$0.00	$300.00
0000020056	10/09/2020	NO		DELVAL EQUIPMENT	NEW BOILER PUMP		2,500.00
0000020056	10/09/2020	NO		DELVAL EQUIPMENT	LABOR TO		1,000.00
Total for Check		0000020056				$0.00	$3,500.00
0000020057	10/09/2020	NO		FUSCO REAL ESTATE APPRAISAL	APPRAISAL FOR KT		400.00
Total for Check		0000020057				$0.00	$400.00
0000020058	10/09/2020	NO		ABC SUPPLY COMPANY, INC.	CFP 19 RETURNED FASCIA		-342.25
0000020058	10/09/2020	NO		ABC SUPPLY COMPANY, INC.	CFP 19 SOFFATE & FASCIA		509.45
0000020058	10/09/2020	NO		ABC SUPPLY COMPANY, INC.	CFP 19 SOFFATE & J		684.40
Total for Check		0000020058				$0.00	$861.60
0000020059	10/09/2020	NO		CHRISTEL ANDY	PARKING AT MH		125.00
Total for Check		0000020059				$0.00	$125.00
0000020060	10/09/2020	NO		TOSHIBA FINANCIAL SERVICES	COPIER LEASE		250.72
0000020060	10/09/2020	NO		TOSHIBA FINANCIAL SERVICES			205.74
Total for Check		0000020060				$0.00	$456.46
0000020061	10/09/2020	NO		PANHANDLE CLEANING &	COVID-19 TREATMENT TO		2,500.00
Total for Check		0000020061				$0.00	$2,500.00
0000020062	10/09/2020	NO		MRI SOFTWARE,LLC	SEC 8 BACKGROUND		224.00
0000020062	10/09/2020	NO		MRI SOFTWARE,LLC	PH BACKGROUND CHECKS		168.00
Total for Check		0000020062				$0.00	$392.00
0000020063	10/09/2020	NO		SPECTRUM	CABLE TO KT		1,977.96
0000020063	10/09/2020	NO		SPECTRUM	CABLE TO MH		1,573.03
Total for Check		0000020063				$0.00	$3,550.99
0000020064	10/09/2020	NO		PRINT & SIGN SUPERSTORE	RENT TICKETS		190.00
Total for Check		0000020064				$0.00	$190.00
0000020065	10/09/2020	NO		ROBERTSON HEATING SUPPLY	CLOSET SPUD		7.55
0000020065	10/09/2020	NO		ROBERTSON HEATING SUPPLY	TUB-SHOWER KITS,		100.77
0000020065	10/09/2020	NO		ROBERTSON HEATING SUPPLY	RETURN TUB-SHOWER		-83.07

CLARKSBURG / HARRISON COUNTY HOUSING

Detailed Check Listing Report - All Checks From 10/01/2020 - 10/31/2020

EXE

Bank Description AP/PR-Accounts Payable and Payroll

Check #	Check Date	Void?	Void Date	Recipient	Purpose	Voided Amt	Amount
0000020065	10/09/2020	NO		ROBERTSON HEATING SUPPLY	COUPLING		3.64
Total for Check		0000020065				$0.00	$28.89
0000020066	10/09/2020	NO		CLARKSBURG WATER BOARD	SERVICE TO LL		3,619.45
Total for Check		0000020066				$0.00	$3,619.45
0000020067	10/16/2020	NO		WELCH, TIMOTHY L	Refund Pet Deposit -		350.00
Total for Check		0000020067				$0.00	$350.00
0000020068	10/16/2020	NO		CLARKSBURG WATER BOARD	SERIVE TO WH		53.47
0000020068	10/16/2020	NO		CLARKSBURG WATER BOARD	SERIVE TO OFFICE		55.84
Total for Check		0000020068				$0.00	$109.31
0000020069	10/16/2020	NO		HD SUPPLY FACILITIES MAINT.	SOTRM DOOR HANDLE		171.19
Total for Check		0000020069				$0.00	$171.19
0000020070	10/16/2020	NO		GEORGE L. WILSON & CO., INC.	EXTERIOR DOOR FOR		1,970.00
Total for Check		0000020070				$0.00	$1,970.00
0000020071	10/16/2020	NO		STATE ELECTRIC SUPPLY	LIGHT BULBSLIGHT BULBS		119.79
Total for Check		0000020071				$0.00	$119.79
0000020072	10/16/2020	NO		STERICYCLE INC.	MEDICAL WASTE PICKUP		16.54
Total for Check		0000020072				$0.00	$16.54
0000020073	10/16/2020	NO		SAM'S CLUB	GASOLINE		61.96
Total for Check		0000020073				$0.00	$61.96
0000020074	10/16/2020	NO		PITNEY BOWES GLOBAL	COPIER LEASE		112.47
0000020074	10/16/2020	NO		PITNEY BOWES GLOBAL			112.47
Total for Check		0000020074				$0.00	$224.94
0000020075	10/16/2020	NO		PRO-TECH PEST SERVICES	PEST CONTROL		620.00
Total for Check		0000020075				$0.00	$620.00
0000020076	10/16/2020	NO		AT&T	SERVICE TO WH		49.90
Total for Check		0000020076				$0.00	$49.90
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 31B		6.23
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 30A		10.65

CLARKSBURG / HARRISON COUNTY HOUSING

Detailed Check Listing Report - All Checks From 10/01/2020 - 10/31/2020

EXE

Bank Description AP/PR-Accounts Payable and Payroll

Check #	Check Date	Void?	Void Date	Recipient	Purpose	Voided Amt	Amount
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 29A		6.23
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 9E		5.99
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 233		6.42
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 26A		6.72
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 21A		10.43
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 22A		6.23
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 233		326.67
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 34A		6.23
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 18A		6.96
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 17D		11.98
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 14C		6.83
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 16A		9.72
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 15E		6.10
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 13E		16.90
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 12A		6.35
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 19A		15.46
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 33B		6.47
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 24C		8.04
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 101		2.78
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 23B		6.83
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 23A		12.11
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 11E		8.63
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 27D		11.98
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 1B		7.54
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 241		56.50
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 212		5.74
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 211		9.28
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 210		7.10
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 2C		8.98
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 6E		15.23
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 7A		5.15
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 8A		5.15
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 4A		8.39
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 5A		5.15
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 3A		6.35
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 32D		5.99
0000020077	10/16/2020	NO		MON POWER	SERVICE TO LL 10C		6.72
	Total for Check		0000020077			**$0.00**	**$682.21**
0000020078	10/16/2020	NO		HART OFFICE SOLUTIONS	COPIER LEASE		34.73
	Total for Check		0000020078			**$0.00**	**$34.73**
0000020079	10/16/2020	NO		FIRST NATIONAL BANK OMAHA			792.12
0000020079	10/16/2020	NO		FIRST NATIONAL BANK OMAHA	MAGISTRATE CHARGES,		312.45
0000020079	10/16/2020	NO		FIRST NATIONAL BANK OMAHA			209.44
0000020079	10/16/2020	NO		FIRST NATIONAL BANK OMAHA			221.89
0000020079	10/16/2020	NO		FIRST NATIONAL BANK OMAHA			320.90
0000020079	10/16/2020	NO		FIRST NATIONAL BANK OMAHA			69.31
0000020079	10/16/2020	NO		FIRST NATIONAL BANK OMAHA			26.04

CLARKSBURG / HARRISON COUNTY HOUSING

Detailed Check Listing Report - All Checks From 10/01/2020 - 10/31/2020

EXE

Bank Description AP/PR-Accounts Payable and Payroll

Check #	Check Date	Void?	Void Date	Recipient	Purpose	Voided Amt	Amount
Total for Check		0000020079				**$0.00**	**$1,952.15**
0000020080	10/23/2020	NO		HAJOCA CORPORATION	CFP 19 HOT WATHER		3,041.59
Total for Check		0000020080				**$0.00**	**$3,041.59**
0000020081	10/23/2020	NO		SHERWIN-WILLIAMS	CFP 19 CARPET		473.04
0000020081	10/23/2020	NO		SHERWIN-WILLIAMS	CFP 19 CARPET		473.04
0000020081	10/23/2020	NO		SHERWIN-WILLIAMS	CFP 19 CARPET		669.60
Total for Check		0000020081				**$0.00**	**$1,615.68**
0000020082	10/23/2020	NO		CHARLES BRUGNOLI	CFP 19 CARPET		352.21
0000020082	10/23/2020	NO		CHARLES BRUGNOLI	CFP 19 CARPET		484.80
Total for Check		0000020082				**$0.00**	**$837.01**
0000020083	10/23/2020	NO		ROACH AND ASSOCIATES INC.	CFP 19 ANNUAL DOT		1,514.79
0000020083	10/23/2020	NO		ROACH AND ASSOCIATES INC.			723.21
Total for Check		0000020083				**$0.00**	**$2,238.00**
0000020084	10/23/2020	NO		UNIFIRST CORPORATION	CFP 19 MATS		18.50
0000020084	10/23/2020	NO		UNIFIRST CORPORATION	CFP 19 MATS		18.50
0000020084	10/23/2020	NO		UNIFIRST CORPORATION	CFP 19 MATS		16.25
0000020084	10/23/2020	NO		UNIFIRST CORPORATION	CFP 19 MATS		18.85
Total for Check		0000020084				**$0.00**	**$72.10**
0000020085	10/23/2020	NO		ABC SUPPLY COMPANY, INC.	CFP 19 WINDOWS		17,596.70
Total for Check		0000020085				**$0.00**	**$17,596.70**
Total for Credit Acct **AP/PR-Accounts Payable and Payroll**						**$0.00**	**$87,005.55**

Total Checks Written	**$87,005.55**
Total Voided	**$0.00**
Net Check Total	**$87,005.55**

HUD FORM 52681-B
FISCAL YEAR ENDING JUNE 30, 2021

ACCOUNT	07/20	08/20	09/20	10/20	11/20	12/20	01/21	02/21	03/21	04/21	05/21	06/21	TOTAL
ADMIN FEE	39,982.00	26,105.00	58,079.00	26,105.00									150,271.00
FRAUD REC.	630.00	49.00	180.00	219.00									1,078.00
ROSS GRANT	3,605.00	3,605.00	3,605.00	3,605.00									14,420.00
INTEREST	77.00	58.00	22.00	1.01									158.01
TOTAL INC.	**44,294.00**	**29,817.00**	**61,886.00**	**29,930.01**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**165,927.01**
ADMIN.SAL.	20,800.13	19,957.18	22,117.18	30,775.77									93,650.26
MAIN. SAL-CARES	0.00	0.00	0.00	0.00									0.00
LEGAL	0.00	0.00	0.00	0.00									0.00
TRAINING	0.00	0.00	0.00	0.00									0.00
TRAVEL	27.00	74.18	69.31	98.53									269.02
BENEFITS	7,132.14	7,001.69	5,493.65	7,289.16									26,916.64
SUNDRY	1,911.10	2,421.82	2,970.04	2,314.13									9,617.09
CONTRACT	5,938.12	597.76	0.00	659.95									7,195.83
MAIN. MATERIAL. - CARES	0.00	0.00	0.00	0.00									0.00
CONTRACT COSTS - CARES	0.00	0.00	0.00	74.50									74.50
INSURANCE	1,188.07	2,097.55	660.07	2,097.55									6,043.24
PORT ADMIN FEE	35.19	35.19	35.19	35.19									140.76
AUDIT	0.00	0.00	0.00	0.00									0.00
OTHER	0.00	0.00	0.00	0.00									0.00
COMP. ABS.	0.00	0.00	0.00	0.00									0.00
TOTAL EXP.	**37,031.75**	**32,185.37**	**31,345.44**	**43,344.78**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**143,907.34**
SURPLUS	**7,262.25**	**-2,368.37**	**30,540.56**	**-13,414.77**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**22,019.67**
TOT.S-PLUS	**7,262.25**	**4,893.88**	**35,434.44**	**22,019.67**	**22,019.67**	**22,019.67**	**22,019.67**	**22,019.67**	**22,019.67**	**22,019.67**	**22,019.67**	**22,019.67**	**22,019.67**

UNIT LEASED BEG. MONTH	**622**	**614**	**608**	**601**									**2,445**