AGENDA

Wednesday, March 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

****

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. --- Estate of Helen E. Cantarelli --- Agreed Order Referring Matter to Fiduciary Commissioner Gary Morris, Esquire

10:30 A.M. --- Hearing --- Estate of Laura Mitchell

10:45 A.M. --- Public Nuisance Hearing --- Timothy Michael Kendall --- Mount Clare

11:00 A.M. --- Special Funding Request --- Jason Keeling --- American Red Cross

11:00 A.M. --- Proclamation Presentation --- American Red Cross --- Jason Keeling

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)**
   A. **Requisition for Payment No. (03-09-2021) --- UMB Bank ---$3575.66**
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 Modifications to Parking Policy --- Procedure on County Owned Lot**
9. **Review – Discuss Legislative Analysis for Counties --- Coronavirus State & Local Fiscal Recovery Fund**

10. Review – Discuss Correspondence from the Office of Senator Manchin Related to Funding for West Virginia in Covid-19 Bill
11. Review – Discuss – Consider a Resolutions Authorizing the Acceptance of Procedure Related to Hatch Act & Grant Administration
12. Review – Discuss – Consider Harrison County Courthouse Operations Plan Covid – 19 Pandemic
13. Review – Discuss – Consider Meeting Schedule Submission Time Lines for 2021
14. Review – Discuss – Consider Fiscal Year 2020-2021 Budget & Related Matters
15 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. Sun Valley PSD --- Meeting Minutes 01-12-2021, Meeting Minutes 02-19-2021
    2. East View PSD --- Meeting Minutes 03-09-2021, Financials 02-2021
    3. Greater Harrison County PSD --- Financials 02-2021
F. Correspondence from WVCoRP --- Dividend Rate Credit

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

1. Lester Pursley --- Wallace Property --- Donation

VARNER & VAN VOLKENBURG PLLC

CL
DIRE
FAC
E-MAIL:
* ALSO

360 WASHINGTON AVENUE ♦ CLARKSBURG, WV 26301 ♦ TEL: (304) 918-2840

10:00 A.M.

March 10, 2021

VIA FAX ONLY

William A. Parker, County Administrator
Harrison County Commission
Harrison County Courthouse
301 West Main Street
Clarksburg, WV 26301
Fax (304) 624-8673

John Spires, Interim County Clerk
Harrison County Commission
Harrison County Courthouse
301 West Main Street
Clarksburg, WV 26301
Fax (304) 624-8575

Sam H. Harrold, III, Esquire
Mountain State Law
P. O. Box 2330
Clarksburg, WV 26302-2330
Fax (304) 884-4259

Re: Estate of Helen E. Cantarelli

Dear Mr. Parker, Mr. Spires, and Mr. Harrold:

Earlier today, an executed *Agreed Order Referring Matter to Fiduciary Commissioner Gary Morris, Esquire* was submitted to the Harrison County Commission for its review. Upon its entry, this matter will be referred to Gary Morris to hear the controversies relating thereto.

In the event the Commission does not enter said Agreed Order, please find the enclosed witness disclosure for Richard Cantarelli.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Claire Flynn Sellers

Claire Flynn Sellers

CFS:mj
Enclosure

cc (w/encl.): Richard Cantarelli

BEFORE THE COUNTY COMMISSION
OF HARRISON COUNTY, WEST VIRGINIA

RE: ESTATE OF HELEN E. CANTARELLI

RICHARD CANTARELLI'S WITNESS DISCLOSURE

NOW COMES Richard V. Cantarelli, one of two heirs of Helen E. Cantarelli (hereinafter "the Estate"), by and through his counsel Debra Tedeschi Varner, Claire Flynn Sellers, and the law firm of Varner & Van Volkenburg, PLLC, and submits this witness disclosure pertaining to this matter:

1. Richard V. Cantarelli;

2. Myra Jan Grisso; and

3. Any and all witnesses that Myra Jan Grisso or her counsel discloses or calls at the said hearing.

Dated the 10th day of March, 2021.

RICHARD V. CANTARELLI,
By Counsel:

Debra Tedeschi Varner (WV State Bar #6501)
Claire Flynn Sellers (WV State Bar #13361)

Varner & Van Volkenburg, PLLC
360 Washington Avenue
Clarksburg, WV 26301
Telephone: (304) 918-2840
Facsimile: (304) 566-1161

BEFORE THE COUNTY COMMISSION
OF HARRISON COUNTY, WEST VIRGINIA

RE: ESTATE OF HELEN E. CANTARELLI

CERTIFICATE OF SERVICE

I hereby certify that on the 10th day of March, 2021, I served the foregoing ***RICHARD CANTARELLI'S WITNESS DISCLOSURE*** upon all counsel via facsimile and/or by depositing a true copy thereof in the United States Mail, postage prepaid, in an envelope addressed as follows:

Sam H. Harrold, III, Esquire
Mountain State Law
P. O. Box 2330
Clarksburg, WV 26302-2330
Fax (304) 884-4259
Counsel for Myra Jan Grisso, Executrix
of the Estate of Helen E. Cantarelli

Claire Flynn Sellers

BEFORE THE COUNTY COMMISSION
OF HARRISON COUNTY, WEST VIRGINIA

RE: ESTATE OF HELEN E. CANTARELLI

AGREED ORDER REFERRING MATTER TO
FIDUCIARY COMMISSIONER GARY MORRIS, ESQUIRE

NOW COMES Richard V. Cantarelli, one of two heirs of Helen E. Cantarelli (hereinafter "the Estate"), by and through his counsel Debra Tedeschi Varner, Claire Flynn Sellers, and the law firm of Varner & Van Volkenburg, PLLC, and comes Myra Jan Grisso, Executrix of the Last Will and Testament of Helen E. Cantarelli, by and through her counsel, Sam H. Harrold, III, and the law firm of Mountain State Law (collectively "the parties") and, pursuant to West Virginia Code § 44-3-7, jointly agree to refer this matter to Gary Morris, Esq., as a special fiduciary commissioner:

1. While the parties agree that this matter has been litigated in the Courts of West Virginia and before the Harrison County Commission for several years, the current matters before the Harrison County Commission (hereinafter "Commission") concern Ms. Grisso's proposed final settlement for the Estate of Helen E. Cantarelli.

2. On or about July 24, 2020, Mr. Cantarelli's previous counsel, Stephen Wickland, submitted a letter to the Commission objecting to the said proposed final settlement, requesting that Ms. Grisso be removed as executrix and that the Harrison County Sheriff be appointed as administrator for the Estate.

3. On or about August 6, 2020, Ms. Sellers, on behalf of Mr. Cantarelli, submitted a letter to the Commission stating Mr. Wickland would no longer be assisting Mr. Cantarelli relating to this matter and that the law office of Varner & Van Volkenburg PLLC now represents him.

4. In the said letter dated August 6, 2020, Ms. Sellers, on behalf of Mr. Cantarelli, asserted that Ms. Grisso violated her oath as executrix of the Estate and requested that (1) Ms. Grisso be removed as executrix of the said Last Will and Testament of Helen Cantarelli, (2) the Sheriff be appointed to serve as administrator of the Estate pursuant to West Virginia Code § 44-1-11, (3) Ms. Grisso provide all annual accountings and the vouchers for all receipts and disbursements to the new administrator, and (4) award Mr. Cantarelli interest on his bequests as they were not timely made.

5. In response, Mr. Harrold, on behalf of Ms. Grisso, submitted a letter to the Commission dated December 9, 2020, requesting (1) that the Commission appoint a special fiduciary commissioner to hear the controversies raised by Mr. Cantarelli and his counsel, (2) that the accusations by Mr. Cantarelli were blatantly false based on supporting information, (3) that proper accountings had been made on the estate, and (4) that the Commission deny Mr. Cantarelli's demands and approve the final settlement.

6. In pertinent part, West Virginia Code § 44-3-7 states that the "county commission, whenever any controversy arises in connection ... with the settlement of the accounts of any fiduciary ... shall, on the joint demand of the parties then appearing of record to the proceeding, refer the matter to a fiduciary commissioner to hear proof on the same, to make findings thereon, and to advise the commission on the law governing the decision of the matter."

7. The parties jointly agree and request that Gary Morris, Esq., serve as the special fiduciary commissioner to hear proof on the controversies with the proposed final settlement relating to this present matter.

ENTER: _____

_____
Harrison County Commission

Agreed to by:

Claire Sellers by permission SH

Debra Tedeschi Varner (WV State Bar #6501)
Claire Flynn Sellers (WV State Bar #13361)
Varner & Van Volkenburg, PLLC
360 Washington Avenue
Clarksburg, WV 26301
Telephone: (304) 918-2840
Facsimile: (304) 566-1161

Counsel for Richard Cantarelli, beneficiary of the Estate of Helen E. Cantarelli

Sam H. Harrold, III (WV State Bar #9064)
Mountain State Law
P.O. Box 2330
Clarksburg, WV 26302
Telephone: (304) 715-3802
Facsimile: (304) 884-4259

Counsel for Mya Jan Grisso, Executrix of the Last Will and Testament of Helen E. Cantarelli

Davis Fune
INDEPENDENTLY AND L
124 Olen Thomas Drive
304-624-6344
E-mail: davisfuneralhom
www.davisfuneralhomew
David Bolyard, Jr., Owner and L

MARCH 17TH
10:30 A.M.

Casey Blake
301 W. Main St.
Clarksburg, WV 26301

January 29, 2021

RE: Laura Mitchell Will

Dear Casey,

Previously I submitted a petition to probate a will in solemn form for Laura Mitchell. I neglected to give you a copy of the will. I have enclosed the copy in this letter. As for the affidavit, that part of the petition was added in error. The witnesses witnessed the will, so there was no need for an affidavit. If you have any other questions, please contact me.

Kindest Regards,

Eric Hensil
Counsel for Davis Funeral Home
WV Bar ID No. 11957

Harrison County
01/29/2021 @ 11:06:40 AM

IN THE PROBATE COURT OF HARRISON COUNTY, WEST VIRGINIA

RE: ESTATE OF

LAURA M. MITCHELL,

DECEASED **ESTATE/CASE NO._____**

PETTITION TO PROBATE WILL IN SOLEMN FORM

The Petition of Laura M Mitchell whose physical address is 1409 Hamil Avenue, Clarksburg, WV 26301, and whose mailing address is the same, shows to the Court the following:

1. Laura M. Mitchell whose address was 1409 Hamil Avenue, Clarksburg, WV 26301 departed this life on the 4th day of December, 2020.
2. While alive, the deceased did make a Last Will and Testament on the The 7th Day of September, 2011, a copy of which is attached to this Document.
3. That the following individuals are Heirs according to the Last Will and Testament made by the deceased (all are over the age of 18):
   a. Laura M. Mitchell of 1409 Hamil Avenue, Clarksburg, WV 26301 Who is the only child of the deceased.
4. That the Last Will and Testament names the Petitioner as the Executrix Charlene Carpenter of the estate located at 1409 Hamil Avenue, Clarksburg, WV 26301 who is a long- life friend of the estate.
5. When the Petitioner attempted to be named the Executrix to the estate, she was unable to furnish the original copy of the will.
6. On the 7th day of September 2011, each of the three witness' executed an Affidavit of Witness to Last Will and Testament in front of a notary. Copies of these Affidavits are affixed to this document
7. After a thorough search of the residence of the deceased and any other locations where the original will may have been stored, the Petitioner is unable to locate the original Last Will and Testament.
8. It is extremely unlikely that any further searching will reveal the original Last Will

And Testament of Laura M. Mitchell in that all locations that the Last Will and Testament could have been stored have been searched with no success.

9. To the Petitioner 's knowledge, no other proceedings regarding the probate of this Will have been completed or are pending in any Court of this State or any other state.

WHEREFORE, The Petitioner Prays That:

1. The copy of the Last Will and Testament of Laura M. Mitchell be admitted to probate as if it were the original.
2. That legal notice of these proceedings be provided to all parties as the Law requires.
3. That this Honorable Court provide any other relief that is deemed appropriate.

Respectfully Submitted,

Laura M. Mitchell

Charlene L. Carpenter

STATE OF WEST VIRGINIA

COUNT OF HARRISON

The Foregoing instrument was acknowledged before me by Laura M. Mitchell and Charlene Carpenter on this 29th day of January, 2021

Shayla D. Posey

NOTARY

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Shayla D. Posey
1119 Bonasso Dr
Shinnston, WV 26431
My Commission Expires March 11, 2022

My Commission Expires March 11, 2022

COPY

Last Will and Testament

OF

LAURA M. MITCHELL

I, **LAURA M. MITCHELL**, a legal resident of Harrison County, West Virginia, being of sound and disposing mind and memory, and not acting under duress, coercion or undue influence of any person whomsoever, do make, publish and declare this instrument as my **LAST WILL AND TESTAMENT**, hereby revoking all wills and codicils previously made by me.

I

I direct the payment out of my estate as a charge to principal of all my legally enforceable debts, including expenses of my last illness and funeral expenses, inheritance and estate taxes, and costs of administration.

II

I give, devise and bequeath my body to West Virginia University Medical Science. There will not be any funeral or burial.

III

I give, devise and bequeath all the rest, residue and remainder of my estate and property of which I may be seized or to which I may be entitled at the time of my death, wherever situate or of whatever nature, be it real, personal or mixed, including lapsed legacies and any property over which I may have

Laura M Mitchell (SEAL)
LAURA M. MITCHELL

power of appointment, to my friend, **CHARLENE CARPENTER**, as her sole and absolute property if she shall survive me.

IV

In the event my said friend, **CHARLENE CARPENTER**, shall not survive me, I give, devise and bequeath all the said rest, residue and remainder of my estate and property, absolutely and forever, to my friend, **KENDRA HAYHURST**.

V

Except as otherwise provided in this, my **LAST WILL AND TESTAMENT**, I have intentionally omitted herein to provide for any other relatives or for any other person, whether claiming to be an heir of mine or not.

VI

I hereby appoint my friend, **CHARLENE CARPENTER**, of Harrison County, West Virginia, as Executrix of this, my **LAST WILL AND TESTAMENT**, and I request that she be permitted to serve without bond or surety thereon and without the intervention of any Court or Courts, except as required by law; I hereby authorize and empower my said Executrix in her absolute discretion, to sell, exchange, convey, transfer, assign, mortgage, pledge, lease or rent the whole or any part of my real or personal estate, to invest, reinvest, or retain investments of my said estate, and to perform all acts and execute all documents which my said Executrix may deem necessary, convenient or proper in regard to my property; in the event that she shall predecease me or shall for any reason refuse or be unable to serve or to continue serving as Executrix hereof, then I hereby appoint my

Laura M. Mitchell (SEAL)
LAURA M. MITCHELL

4107
9154
C

iend, **KENDRA HAYHURST**, as Executrix in her stead, to serve without bond or surety and with the same powers and authority.

VII

Wherever in this, my **LAST WILL AND TESTAMENT**, it is provided that any person shall benefit hereunder if such person shall survive me, such person shall be deemed not to have survived me if he or she shall die within thirty (30) days after my death, at the same time as me or in common disaster with me, or under such circumstances that it is difficult or impossible to determine which of us died first, or as a result of a common disaster in which I die.

IN WITNESS WHEREOF, I have hereunto signed my name and affixed my seal to this my **LAST WILL AND TESTAMENT**, on this 14 day of September, 2011.

Laura M Mitchell (SEAL)
LAURA M. MITCHELL

The foregoing Will consisting of Three (3) typewritten pages was signed, sealed, published and declared by **LAURA M. MITCHELL**, the testatrix to be her **LAST WILL AND TESTAMENT**, in our presence, and we, at her request and in her presence, and in the presence of each other, all present at the same time, have hereunto subscribed our names as attesting witnesses this 7th day of September, 2011, in Harrison County, West Virginia.

Harold S. Lyst OF Bridgeport, WV

Michael D. Lyst OF Bridgeport, WV

Catherine Cuppari OF Buckhannon, WV

STATE OF WEST VIRGINIA,
COUNTY OF HARRISON, TO-WIT;

I, Linda S. Syslo,

a Notary Public in and for the County and State aforementioned, hereby certify that Harold S. Yost, Michael S. Yost and Catherine Cuppari, this day personally appeared before me in my said County and being duly sworn, said that they are over eighteen (18) years of age; that they this day acted as attesting witnesses to the signing and execution of the Will of **LAURA M. MITCHELL**, which bears the date 7th day of September, 2011, and to which Will this affidavit is attached; that they acted as such witnesses at the request of the testatrix that the Will was signed and acknowledged by the testatrix as and for her **LAST WILL AND TESTAMENT**, in their presence; that they subscribed their names to the Will as attesting witnesses in the presence of the testatrix and in the presence of one another, all of them and the testatrix being present together; that at the time of the signing of the Will they believe that the testatrix was of sound mind and disposing memory and over eighteen (18) years of age; and that they are making this affidavit at the request of the testatrix, to be preserved by her and produced along with said **LAST WILL AND TESTAMENT** when the same is offered for probate.

Harold S. Yost

Michael S. Yost

Catherine Cuppari

Taken, subscribed and sworn before me by Harold S. Yost, Michael S. Yost and Catherine Cuppari this the 7th day of September, 2011, as witness my hand and official seal.

My Commission Expires: June 20, 2020

OFFICIAL SEAL
STATE OF WEST VIRGINIA
NOTARY PUBLIC
Linda S. Syslo
RR 4, Box 1144
Salem, WV 26426
My Commission Expires June 20, 2020

NOTARY PUBLIC



HARRISON COUNTY COURT HOUSE

Harrison County Commissi

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

Appointment
3/17/2021
10:45 A.M.

RS
LE
T II
SON

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
30 Days
No
Show - 3-17
30 days

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

Appointment
3/17/2021
11:00 A.M.

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

Thank you for the opportunity to suport your project. Please complete this application a
the Harison County Commission, 301 West Main Street, Clarksburg, WV 26301 by fo
Facsimile: 304-624-8673; Email: wparker@harrisoncountywv.com ; Question: 304-
Funding is derived from the State of West Virginia/Video Lottery Funding.

Date of Request: March 10, 2021

Organization Name: American Red Cross

Name and Title of Requester: Jason Keeling, Executive Director, Allegheny Highlands Chapter

Mailing Address of Organization and Responsible Person:
1299 Pineview Drive, Suite 300, Morgantown, WV 26505
If approved, this is where the check will be sent

Telephone: 681.209.563[illegible] Fax: N/A E-mail: jason.keeling2@redcross.org

FEIN# 53-0196605 Is your organization an IRS 501(c) 3 not-for-profit? (•) Y ( ) N
If yes, attach IRS Status Letter
If no, please explain:

TOTAL Cost of Project/Activity: $ 37,500

Dollar Amount REQUESTED - Grant: $ 2,000 Loan: $

Was project funded previously by HCC? Y ( ) N (•) If so, when ____ ; how much: $

Have you previously received funds from the Harrison County Commisson: Y N
If Yes, how much? If funded multi years - list by fiscal year?
When: FY20 ; how much: $ $2,500
When: FY18 ; how much: $ 2,000
When: ____ ; how much: $

Purpose of request (one sentence): "Blood Saves Lives" Biomed Fleet Vehicle

If for a fair/festival/event, give dates and location: Date: Location:

Describe the proposed activities with dollar amounts to be funded by this request:

Funds will be used to help purchase a Dodge Caravan vehicle that will be used in support of American Red Cross life saving blood collection and distribution, securely transporting blood products from storage to patients at hospitals and cancer-treatment centers.

Are your financial statements audited by an outside accounting firm? (•) Y ( ) N
If Yes, by whom: KPMG (Klynveld Peat Marwick Goerdeler)

Do you plan to recognize the Harrison County Commission 's contribution? (•) Y ( ) N
If Yes, how? Social Media & Website Recognition

(Name of Applicant) American Red Cross agrees that in the event of any embezzlement, theft or misappropriation of funds or property of any kind or nature or in the event of any alleged embezzlement theft or misappropriation of funds or property of any kind or nature from (Name of Applicant) American Red Cross, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) American Red Cross shall immediately report said incident(s) to the proper police agency having jurisdiction over such matters and, further, shall immediately report said incident(s) along with a writing describing said incident(s) have been reported to the police agency having jurisdiction, to the Harrison County Commission. Further, that (Name of Applicant) American Red Cross agrees to fully cooperate with the police and the Prosecuting Attorney's Office toward the successful prosecution of such activity.

Please attach to this Request the following:

1. IRS Letter of Tax Exemption, if you have one
2. Current List of Board of Directors with addresses
3. List other contributors with dollar amounts to your project/event
4. Balance sheet and income statement for immediate prior year, or reason why no available
5. Any additional information about your organization

FINAL REPORT REQUIRED: If approved, you agree to submit within 15 days of the event or end of project the "Final Report for Special Funding Request", on page 3 of this application OR a detailed statement of revenues and expenditures.

On behalf of the Applicant, I certify that all required information in this request is attached and correct, that we agree to the above terms, and that a Final Report (on attached Final Report or by Internal Financial Report detailing substantially same information) will be submitted within 15 days of the end of the project/event.

Signature and Title of Applicant Jason Keeling, Executive Director **Date** March 10, 2021

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: $_____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

Name of Organization/Applicant

FINAL REPORT OF THE SPECIAL FUNDING REQUEST

AMOUNT RECEIVED FROM THE HARRISON COUNTY COMMISSION: $

ITEMIZED EXPENSES FOR THE AMOUNT RECEIVED FROM THE HCC (ATTACH EXTRA SHEETS IF NECESSARY OR DETAILED STATEMENT OF REVENUED AND EXPENSES RELATED THERETO):

	$
	$
	$
	$
	$
TOTAL	$

NAME OF PROJECT/EVENT:

TOTAL PROJECT/EVENT INCOME AND EXPENSES: (ATTACH EXTRA SHEETS IF NECESSARY OR A DETAILED STATEMENT OF REVENUES AND EXPENSES RELATED THERETO):

INCOME SOURCE:		$
		$
		$
	TOTAL	$
EXPENSE ITEM:		$
		$
		$
	TOTAL	$

LIST ALL CONTRIBUTORS TO THIS PROJECT/EVENT: (ATTACH EXTRA SHEETS IS NECESSARY)

American Red Cross, Allegheny Highlands Chapter Board of Directors	$ 10,000
First Energy	$ 3,500
Howard Hanna Premier Properties	$ 2,500
Western Maryland Health System	$ 2,500
TOTAL	$ 18,500

I CERTIFY THAT THE ABOVE INFORAMTION IS CORRECT

Jason Keeling, Executive Director, American Red Cross — Applicant

March 10, 2021 — Date

(Revised 8/19/14)

Submit Form | Print Form | Reset Form

LOCAL BALANCE SHEET MEMO

With the consolidation of accounting systems, the Red Cross no longer tracks balance sheets at the regional or chapter level. The chapters are operating units of the American National Red Cross, which is one 501(c)3. Because chapters are part of one legal entity, all assets and liabilities of a particular chapter are backed by the organization. While balance sheets are not maintained at a local level, all donations that are restricted for purpose or time within any given chapter or county are recorded at the chapter level and are used to provide the designated services within the chapter to satisfy the restriction.

Internal Revenue Service
P.O. Box 2508
Cincinnati, OH 45201

Department of the Treasury

Date: April 10, 2019

Employer Identification Number:
53-0196605
Person to Contact:
R. Meyer ID# 0110429
Toll Free Telephone Number:
877-829-5500

AMERICAN NATIONAL RED CROSS
SHARED SERVICES CENTER
% JENNIFER HAWKINS
431 18TH ST NW
WASHINGTON, DC 20006-5310

Dear Sir or Madam:

This is in response to your April 9, 2019, request for information regarding your tax-exempt status. You have represented that you are a chapter, branch or auxiliary of the American National Red Cross.

Our records indicate that in December 1938, the American National Red Cross was held to be exempt from Federal income tax under section 101(6) of the Internal Revenue Act of 1938, which now corresponds to section 501(c)(3) of the Internal Revenue Code. In a subsequent determination, the American Red Cross was classified as a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(a)(vi) of the Code.

Even though the American National Red Cross was issued an individual ruling, this ruling covers its chapters, branches, and auxiliaries.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to them or for their use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

American Red Cross
Allegheny Highlands

Chapter Board of Directors

Updated January 2021

Brittany Alston, J.D., Associate
Jackson Kelly PLLC
150 Clay Street, Suite 500
Morgantown, WV 26501
(304) 284-4188 | Office
(304) 813-8617 | Mobile
bjalston@jacksonkelly.com
Board Vice Chair and Chair of Mission & BioMed Committee

Melissa Berube, GRI, Broker
White Diamond Realty
1399 Stewartstown Road
Morgantown, WV 26505
(240) 727-5830 | Mobile
mberube@whitediamondrealty.com
Board Secretary, Choir of Philanthropy Committee, Member of Diversity & Inclusion Committee

Gary Clay, Retired Executive
213 Bridgewater Drive
Elkins, WV 26241
(304) 642-4106 | Mobile
Gclay21@suddenlink.net
Member of Diversity & Inclusion Committee

Elizabeth Durr, MBA, External Affairs Manager
FirstEnergy
237 Hartman Run Road
Morgantown, WV 26505
(304) 612-9243 | Mobile
edurr@firstenergycorp.com
Member of Board Development & Engagement Committee

Rick Colebank, P.E., President & COO
Alpha Associates
209 Prairie Avenue
Morgantown, WV 26501
304-296-8216 | Office
304-216-8324 | Mobile
rick.colebank@thinkalphafirst.com
Member of Mission & BioMed Committee

Stephen Finger, Retired Administrator
206 Forest Drive
LaVale, MD 21502
(301) 697-0424 | Mobile
steve.finger@redcross.org
Member of Philanthropy Committee

Christopher Plein, Ph.D., Professor
West Virginia University
Department of Public Administration
636 Price Street, P.O. Box 6322
Morgantown, WV 26506
(304) 293-7974 | Office
(304) 282-3714 | Mobile
chris.plein@mail.wvu.edu
Chair af Diversity & Inclusion Committee and member af Mission & BioMed Committee

Allen Staggers, Retired Executive
517 Fairmont Ave.
Fairmont, WV 26554
(304) 288-8966 | Mobile
allen.staggers@redcross.org
Board Choir and Chair af Board Development & Engagement Committee

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FORM OF REQUISITION
FOR PAYMENT FROM SERIES A
ADMINISTRATIVE EXPENSE FUND

The County Commission of Harrison County
(West Virginia)
Tax Increment Revenue and Refunding Bonds
(Charles Pointe Project No. 2- North Land Bay Improvements)
Series 2008 A

To: UMB Bank
120 South Sixth Street Suite 1400
Minneapolis, MN 55402

REQUISITION FOR PAYMENT NO. (3/09/2021)

THE COUNTY COMMISSION OF HARRISON COUNTY (the "Issuer"), by its duly Authorized Representatives, hereby certifies, in connection with this Requisition for Payment from Series A Administrative Expense Fund (the "Requisition") under a Development Agreement for the above captioned bonds (the "Series 2008 A Bonds"), dated March 5, 2008 (the "Development Agreement") between the Issuer and the Developer, that:

1. Terms used herein and not otherwise defined herein shall have the meanings given such terms in the Development Agreement or the Indenture of Trust for the Series 2008 A Bonds, dated March 5, 2008 as supplemented and amended (the "Series 2008 A Trust Indenture") between the Issuer and UMB Bank as substitute trustee under the Series 2008 A Trust Indenture.

2. The amount requested to be transferred from the Revenue Fund to the Series A Administrative Expense Fund is necessary to pay Administrative Expenses incurred during the preceding six month period.

3. The amount requested to be disbursed from the Series A Administrative Expense Fund by this Requisition: (a) is a portion of the Administrative Expenses authorized for funding under the Series 2008 A Trust Indenture and Development Agreement, and (b) is an authorized expenditure under the Project Plan and the Act.

4. The total amount requested to be transferred from the Revenue Fund to the Series A Administrative Expense Fund pursuant to this Requisition is **$3,572.66.**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$3,572.66.** As set forth in the invoices attached hereto, of the total amount of such disbursement:

(a) $ -0- is to be paid to the Developer as reimbursement to the Developer for an invoice or statement previously paid by the Developer to an entity that is not affiliated with the Developer; and

(b) **$3,572.66** is to be paid to a third party payee that is not affiliated with the Developer or on a joint basis to the Developer and such a third party payee with respect to an expense previously incurred.

In either event, the amount set forth herein is supported by the attached copies of invoices or statements.

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Representative this 17th day of March, 2021.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

UMB Bank	Invoice #812985	Dated 12/17/20	$1,343.33
UMB Bank	Invoice #821750	Dated 1/19/21	2,229.33
		Total	**$3,572.66**

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

"DUPLICATE"

Invoice 6 -812985

Invoice Date:	**December 17, 2020**
Account Number:	**141961.1**
Administrator:	**Teri Donofrio**
Phone Number:	**(612) 337-7005**
Email:	**Teresa.Donofrio@umb.com**

County Commission of Harrison Cnty
President
301 West Main St
Clarksburg, WV 26301

Billing Period:	**November 1, 2020 through November 30, 2020**
Prior Balance:	$2,127.16
Payments Received as of December 4, 2020	$ 0.00
Adjustments	$ 0.00
Outstanding Balance:	$2,127.16
Current Billing Period:	
Current Period Fees	$1,343.33
Total Fees Due	$3,470.49

Remittance Stub
Billing Period 11/01/2020 - 11/30/2020

Account Number:	141961.1
Invoice Number:	812985
Remit Balance	$3,470.49

Payment Due Upon Receipt

County Commission of Harrison Cnty
President
301 West Main St
Clarksburg, WV 26301

☐ Check Enclosed $_____

WIRE PAYMENT INSTRUCTIONS:

UMB Bank, N.A. Kansas City, Missouri	
ABA No.	101 000 695
BNF Account	98 0000 6823
BNF Name	Trust
Reference	812985
Attention	Fee Processing

Mail Payments To:
UMB Bank, N.A.
Attn: Trust Fees Department
P O Box 414589
Kansas City, MO 64141-4589

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

"DUPLICATE"

Invoice 812985

Account Detail
Charles Pointe Project 2008AB

Account Number: 141961.1

Administrative Fees

Administration Fee	$458.33
Administrative Fees Total	**$458.33**

Transaction Fees

Volume Based

Security Location	Transaction Type	Security Type	Volume	Rate	Fees	Adjustment to Min/Max	Location Total
	Default Specialist		1.50	590.00	885.00		885.00
Volume Based Total:			**1.50**				**885.00**
Transaction Fees Total							**$885.00**

Account Total **$1,343.33**

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

"DUPLICATE"

Invoice 812985

Statement of Receivables

Reflects Only Those Payments Received And Applied As of December 4, 2020

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
795639	October 20, 2020	September 1, 2020 to September 30, 2020	1,196.83	45 days
803530	November 18, 2020	October 1, 2020 to October 31, 2020	930.33	16 days
	Total Balance Due		**2,127.16**	

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

"DUPLICATE"

Invoice 821750

Invoice Date:	**January 19, 2021**
Account Number:	**141961.1**
Administrator:	**Teri Donofrio**
Phone Number:	**(612) 337-7005**
Email:	**Teresa.Donofrio@umb.com**

County Commission of Harrison Cnty
President
301 West Main St
Clarksburg, WV 26301

Billing Period:	**December 1, 2020 through December 31, 2020**
Prior Balance:	$3,470.49
Payments Received as of January 8, 2021	$1,196.83
Adjustments	$ 0.00
Outstanding Balance:	$2,273.66
Current Billing Period:	
Current Period Fees	$2,229.33
Total Fees Due	$4,502.99

Remittance Stub
Billing Period 12/01/2020 - 12/31/2020

Account Number:	141961.1
Invoice Number:	821750
Remit Balance	$4,502.99

Payment Due Upon Receipt

County Commission of Harrison Cnty
President
301 West Main St
Clarksburg, WV 26301

☐ Check Enclosed $_____

Mail Payments To:
UMB Bank, N.A.
Attn: Trust Fees Department
P O Box 414589
Kansas City, MO 64141-4589

WIRE PAYMENT INSTRUCTIONS:

UMB Bank, N.A. Kansas City, Missouri	
ABA No.	101 000 695
BNF Account	98 0000 6823
BNF Name	Trust
Reference	821750
Attention	Fee Processing

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

"DUPLICATE"

Invoice 821750

Account Detail
Charles Pointe Project 2008AB

Account Number: 141961.1

Administrative Fees

Administration Fee	$458.33
Administrative Fees Total	**$458.33**

Transaction Fees

Volume Based

Security Location	Transaction Type	Security Type	Volume	Rate	Fees	Adjustment to Min/Max	Location Total
	Default Administration Fees		1.00	415.00	415.00		
	Default Specialist		1.90	590.00	1,121.00		
	Default Administration Fees - Other		0.50	470.00	235.00		1,771.00
Volume Based Total:			**3.40**				**1,771.00**
Transaction Fees Total							**$1,771.00**
Account Total							**$2,229.33**

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

"DUPLICATE"

Invoice 821750

Statement of Receivables

Reflects Only Those Payments Received And Applied As of January 8, 2021

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
803530	November 18, 2020	October 1, 2020 to October 31, 2020	930.33	51 days
812985	December 17, 2020	November 1, 2020 to November 30, 2020	1,343.33	22 days
	Total Balance Due		**2,273.66**	

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William A."Willie" Parker

From:	William Parker
Sent:	Thursday, August 27, 2020 4:01 PM
To:	Jennifer Watson; Karen Bumgardner; Renee Eades; Eric Spatafore; Janis Leckenbusch; Kettera Smith; Pam Gain; Sherri Staten; Terry Layfield; Tracy Westerman; 'teresa.anania@courtswv.gov'; 'jessica.cobun@courtswv.gov'; Susan Morris (smorris@harrisondefenders.org)
Cc:	Jessica L. Sell; Christopher McCarthy; James Matish; Thomas Bedell; Mark Gorby; Michae Burnside; David Hinkle; Patsy Trecost II; Ron Watson
Subject:	Parking --- County Lot --- Non-County Employees

Good Afternoon to All
****

Please be advised the Harrison County Commission took action during the August 26th meeting to restrict parking in the county owned parking lot to county employees only. All non-county employees will be given adequate time to find and make other parking arrangements.

Therefore, as of Tuesday, November 2, 2020, the lot will be restricted to county employees only.

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90 AVAILABLE SPOTS
43 - COUNTY EMPLOYEES
10 - OLYMBEC
14 - COUNTY VEHICLES
ASSESSOR - MAINTENANCE
PLANNING ETC...
67

23
4 FAMILY COURT
19



HARRISON COUNTY COURT HOUSE

Harrison County Commission

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

COMMISSIONERS
DAVID L. HINKLE
PATSY TRECOST II
RONALD R. WATSON

At the meeting of the County Commission of Harrison County held on Wednesday August 26, 2020, Commissioners Ron Watson, David Hinkle and Patsy Trecost II were present. Also present were Susan Thomas, County Clerk, and Willie Parker, County Administrator. Commissioner Watson opened the meeting with prayer and then led those present in the Pledge of Allegiance to the Flag.

8. Review – Discuss – Consider Matters Related to Parking and Hours of Operation of Courts: Willie Parker explained the letter that he sent to the Supreme Court and has not received a response back. Commissioner Watson would like to wait until they get a response back. Hinkle moved for all non-courthouse employees be given sixty days to vacate the parking lot to make room for Harrison County employees. Commissioner Watson and Commissioner Hinkle voted in favor. Commissioner Trecost voted against. Hinkle moved to have all elected officials start paying for parking. Commissioner Hinkle voted in favor. Commissioner Watson and Commissioner Trecost voted against. Hinkle moved to have the County Clerk's office give all elected officials a 1099 for parking in the basement. Commissioner Hinkle voted in favor. Commissioner Watson and Commissioner Trecost voted against. Commissioner Hinkle asked Susan Thomas, County Clerk, about paying for his parking.

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NACo LEGISLATIVE ANALYSIS FOR COUNTIES:

U.S. SENATE'S AMERICAN RESCUE PLAN

CORONAVIRUS STATE & LOCAL FISCAL RECOVERY FUND

UPDATED: MARCH 8, 2021

To find your county's estimated allocation through the U.S. Senate's Coronavirus State and Local Recovery Funds, click here.

SUMMARY

On March 6, the U.S. Senate passed The American Rescue Plan Act of 2021. The amended Senate version moves back to the U.S. House of Representatives on March 10 for final consideration before being sent to the president for his signature.

As part of the overall package, the **Coronavirus State and Local Fiscal Recovery Fund** would provide (1) approximately $350 billion in new federal fiscal assistance for our nation's states, territories, tribes, counties, and municipalities, (2) $10 billion for coronavirus capital projects, and (3) $1.5 billion over two years for revenue sharing counties (i.e. public lands counties).

The measure outlines that states, along with the District of Columbia, would receive $195.3 billion, distributed mostly upon each state's share of unemployed workers over the three-month period of October-December 2020. Each state and the District of Columbia would be guaranteed a minimum of $500 million or no less than the state received in total (state plus local) under the CARES Act Coronavirus Relief Fund (CRF). D.C. would also receive a special allocation to compensate for its treatment under the CARES Act last year.

Local governments would receive $130.2 billion, split evenly between municipalities and counties, **resulting in a direct county allocation based on population of $65.1 billion. In addition, the final Senate bill added another $1.5 billion, split evenly over federal FYs 2022 and 2023, for eligible revenue share counties (i.e. public land counties).** These revenue share payments would be available for any governmental purpose other than a lobbying activity.

Tribal governments would receive $20 billion and U.S. territories would receive $4.5 billion.

The U.S. Department of Treasury would oversee and administer these payments to state and local governments, and every county would be eligible to receive a direct allocation from Treasury. Municipalities and counties would now receive funds in two tranches – with 50 percent this year and the remaining 50 percent no earlier than 12 months from the first payment. States may receive funding in one or two tranches, at the discretion of Treasury.

DISTRIBUTION FORMULA FOR STATE AND LOCAL RECOVERY FUNDS

Of the approximately $350 billion in the Senate bill for fiscal relief, 57 percent would be allocated to states and 35 percent to local governments. The distribution formula is as follows:

- **States and District of Columbia: $195.3 billion**
  - $25.5 billion is equally divided with state minimum of $500 million.
  - $169 billion based on the state share of unemployed workers over a three-month period from October-December 2020.
  - $1.25 billion in additional aid for the District of Columbia.
- **Local governments: $130.2 billion divided evenly between non-county municipalities and counties.**
  - **COUNTIES: $65.1 billion in direct federal aid to *all counties*** (including parishes in Louisiana, boroughs in Alaska, consolidated city-county entities and the District of Columbia) based on the county share of the U.S. population. *Counties that are CDBG recipients would receive the larger share, based on its population or calculated share under the CDBG allocation method.* Treasury shall allocate these resources within 60 days of enactment.
  - **NON-COUNTY MUNICIPALITIES: $65.1 billion to cities and other non-county municipalities.**
    - $45.57 billion in direct federal aid for municipalities with populations of at least 50,000, using a modified Community Development Block Grant formula.
    - $19.53 billion for municipalities with populations of less than 50,000 based on each jurisdiction's percentage of the state's population. Amount per jurisdiction may not exceed 75 percent of its most recent budget as of January 27, 2020. Aid is distributed through the states, with the ability for states to request extensions if they are unable to distribute within a maximum of 120 days. Any amounts that are not distributed to non-entitlement municipalities shall be returned to the U.S. Treasury. However, if the state fails to distribute to these local entities, the penalty comes from the state portion of the State and Local Coronavirus Recovery Fund.
- **U.S. Territories: $4.5 billion.**
- **Tribal governments: $20 billion** to federally recognized Tribal governments.

ALLOWABLE

The Senate bill outlines that **funds may be used by counties to:**

USES OF RECOVERY FUNDS

1. **Respond to the public health emergency with respect to the COVID-19 or its negative economic impacts,** including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality

2. Respond to workers performing essential work during the COVID-19 public health emergency by **providing premium pay to eligible workers of the county** that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work

3. For the provision of **government services to the extent of the reduction in revenue** (i.e. online, property or income tax) due to the public health emergency relative to revenues collected in the most recent full fiscal year of the county prior to the emergency *(I.e. January 20, 2020)*, or

4. **Make necessary investments** in water, sewer or broadband infrastructure.

It is important to note under #1 that the examples outlined are intended to clarify congressional intent that these activities would be eligible. However, state and local activities would NOT be limited only to these activities.

The Senate bill also outlines that:

- **States are not allowed to use the funds to either directly or indirectly offset a reduction in the net tax revenue** that results from a change in law, regulation or administrative interpretation during the covered period that reduces any tax. If a state violates this provision, it would be required to repay the amount of the applicable reduction to net tax revenue.

- **No funds shall be deposited into any pension fund.**

- **State and local governments are allowed to transfer** to a private nonprofit organization, a public benefit corporation involved in the transportation of passengers or cargo **or a special-purpose unit of State or local government.**

- Any local government, including counties, that **fail to comply with the federal law and related guidelines shall be required to repay** the federal Treasury.

- **"Premium pay" means an additional amount up to $13 per hour** that is paid to an eligible worker for work during the COVID-19 pandemic. The bill imposes a cap of $25,000 for any single eligible worker.

REPORTING REQUIREMENTS,

The Senate bill would **require state and local governments to fulfill reporting requirements,** such as:

CERTIFICATION & RECOUPMENT

- **States are required to report how funds are used and how their tax revenue was modified** during the time that funds were spent during the covered period (covered period begins on March 3, 2021 and ends on the last day of the fiscal year a state or local government has expended or returned all funds to the U.S. Treasury).
- Local governments would be required to provide **"periodic reports"** providing a detailed accounting of the use of funds.
- If a state, county or municipality does not comply with any provision of this bill, they will be **required to repay the U.S. Treasury** an equal amount to the funds used in violation.

ADMINISTRATION OF RECOVERY FUNDS

The Senate bill further outlines that **funds would be administered as follows:**

- Funds would be distributed by the U.S. Department of the Treasury.
- **The deadline to spend funds would be December 31, 2024.**
- The **U.S. Treasury is required to pay first tranche to counties not later than 60-days after enactment,** and second payment no earlier than 12 months after the first payment.
- The bill would provide $77 million for the Government Accountability Office and $40 million for the Pandemic Response and Accountability Committee **for oversight and to promote transparency and accountability.**

CORONAVIRUS CAPITAL PROJECTS FUND (SEC. 604)

- **$10 billion for states, territories, and tribal governments to carry out critical capital projects,** until expended, specifically related to enabling work, education, and health monitoring, including remote options, in response to the COVID-19 public health emergency.
- **Each state, the District of Columbia and Puerto Rico would receive a minimum allocation of $100 million,** plus another $100 million is divided among other U.S. territories and another $100 million is designated for tribal governments and Native Hawaiian use.
- **Of the remaining funds, states would receive an additional allocation** based on population (50 percent), number of individuals living in rural areas as a percentage of the U.S. rural population (25 percent), and proportion of the state's population of households living in poverty.

LOCAL ASSISTANCE AND TRIBAL

- An **additional $1.5 billion is provided for eligible revenue share counties** (notably public land counties that receive Payment-in-Lieu-of-Taxes (PILT) and Secure Rural School (SRS) payments), with $750 million allotted each year for federal Fiscal Years 2022 and 2023.

CONSISTENCY FUND (SEC. 605)

- An additional $500 million is provided, equally divided, over two fiscal years for eligible Tribal governments.
- **U.S. Treasury will be responsible for determining the funding formula,** taking into account the economic conditions of each eligible revenue sharing county, using measurements of poverty rates, household income, land values, and unemployment rates as well as other economic indicators, over the 20-year period ending with Sept. 30, 2021.
- Eligible **counties may use these funds for any governmental purpose** *other than a lobbying activity.*
- **Counties shall be required to provide periodic reports** with a detailed accounting of the use of funds.
- Failure to submit required reports or **misuse of funds will result in the recoup of funds** by the federal government.

According to a statement for the record by U.S. Senate Finance Chairman Ron Wyden (D-Ore.), "I also fully expect Treasury to consult with others in government who have history in this arena on the creation of this new formula such as the Secretaries of Agriculture and Interior, as well as the **National Association of Counties, state county associations, including the Association of O&C Counties Oregon,** and many other groups with a deep understanding of these impacts across the United States."

RESOURCES

To access NACo's resource hub on the State and Local Coronavirus Recovery Funds, click here. **This resource hub contains a searchable table that contains projected allocations for each county under the U.S. Senate's bill.**

To access the bill text of the U.S. Senate's bill, click here.

NACo GOVERNMENT AFFAIRS DIRECTORY

Mark Ritacco
Director
Government Affairs
(202) 942-4286

Blaire Bryant
Associate Legislative Director
Health
(202) 942-4246

Daria Daniel
Associate Legislative Director
Community, Economic & Workforce Development
Liaison to the Large Urban County Caucus
(202) 942-4212

Eryn Hurley
Associate Legislative Director
Finance, Pensions & Intergovernmental Affairs
Liaison to the Immigration Reform Task Force
(202) 942-4204

Jessica Jennings
Associate Legislative Director
Transportation
(202) 942-4264

Rachel Mackey
Associate Legislative Director
Human Services & Education
Liaison to the Veterans Affairs Standing Committee
(202) 661-8843

Brett Mattson
Associate Legislative Director
Justice & Public Safety
(202) 942-4234

Adam Pugh
Associate Legislative Director
Environment, Energy & Land Use
(202) 942-4269

Arthur Scott
Associate Legislative Director
Agriculture and Rural Affairs
Telecommunications and Technology
Political Outreach Manager
Liaison to the Rural Action Caucus
(202) 942-4230

Jonathan Shuffield
Associate Legislative Director
Public Lands
Liaison to the Western Interstate Region
(512) 965-7268

Zachary George
Legislative Assistant
(202) 661-8819

Nicolette Gerald
Legislative Assistant
(202) 942-4260

Aaliyah Nedd
Legislative Assistant
(202) 661-8833

Sarah Gimont
Legislative Assistant
(202) 942-4256

County Allocation Projections, 03.08.21

(all totals in **millions**)

Note: *CDBG urban county adjustments use FY2020 HUD data to identify populations eligible for assistance, and may not include localities that relinquished their CDBG allocation in that year. County funding would be slightly altered to the extent that such cities opply for and receive funding as o metro city under this proposal.*

Barbour County	West Virginia	3.19
Berkeley County	West Virginia	23.11
Boone County	West Virginia	4.16
Braxton County	West Virginia	2.71
Brooke County	West Virginia	4.25
Cabell County	West Virginia	17.83
Calhoun County	West Virginia	1.38
Clay County	West Virginia	1.65
Doddridge County	West Virginia	1.64
Fayette County	West Virginia	8.22
Gilmer County	West Virginia	1.52
Grant County	West Virginia	2.24
Greenbrier County	West Virginia	6.72
Hampshire County	West Virginia	4.49
Hancock County	West Virginia	5.59
Hardy County	West Virginia	2.67
Harrison County	West Virginia	13.04
Jackson County	West Virginia	5.54
Jefferson County	West Virginia	11.08
Kanawha County	West Virginia	34.55
Lewis County	West Virginia	3.09
Lincoln County	West Virginia	3.96
Logan County	West Virginia	6.21
McDowell County	West Virginia	3.42
Marion County	West Virginia	10.87
Marshall County	West Virginia	5.92
Mason County	West Virginia	5.14
Mercer County	West Virginia	11.40
Mineral County	West Virginia	5.21
Mingo County	West Virginia	4.54
Monongalia County	West Virginia	20.48
Monroe County	West Virginia	2.57
Morgan County	West Virginia	3.47
Nicholas County	West Virginia	4.75
Ohio County	West Virginia	8.03
Pendleton County	West Virginia	1.35
Pleasants County	West Virginia	1.45
Pocahontas County	West Virginia	1.60

Preston County	West Virginia	6.48
Putnam County	West Virginia	10.95
Raleigh County	West Virginia	14.23
Randolph County	West Virginia	5.57
Ritchie County	West Virginia	1.85
Roane County	West Virginia	2.65
Summers County	West Virginia	2.44
Taylor County	West Virginia	3.24
Tucker County	West Virginia	1.33
Tyler County	West Virginia	1.67
Upshur County	West Virginia	4.69
Wayne County	West Virginia	7.64
Webster County	West Virginia	1.57
Wetzel County	West Virginia	2.92
Wirt County	West Virginia	1.13
Wood County	West Virginia	16.20
Wyoming County	West Virginia	3.96

Nonentitlement Allocation Projections, 03.08.21
(all totals in **millions**)

Note: Estimates use 2019 Census data to identify populations eligible for assistance, and do not include villages or other sublocal entities that may also qualify for funding. Projected amounts may be distributed to more nonentitlement governments thon are listed in the breakdown to the extent that eligible nonentitlement governments have overlapping populations (for example, residents of a village government and town government in New York). What this means is that village AND town governments will be receiving a direct allocation of federal ossistance, as intended by the legislation, but village amounts are not included because of the complications of calculating those amounts until a process is put in place to divvy up funds between overlapping governments.Identification of eligible governments and distribution of assistance across units with overlopping populations may reflect decisions made by the Department of Treasury and state governments.

ın (Webster Springs) town	West Virginia	0.28
Albright town	West Virginia	0.12
Alderson town	West Virginia	0.47
Anawalt town	West Virginia	0.07
Anmoore town	West Virginia	0.31
Ansted town	West Virginia	0.54
Athens town	West Virginia	0.37
Auburn town	West Virginia	0.04
Bancroft town	West Virginia	0.25
Barboursville village	West Virginia	1.77
Barrackville town	West Virginia	0.53
:h (Berkeley Springs) town	West Virginia	0.25
Bayard town	West Virginia	0.11
Beech Bottom village	West Virginia	0.20
Belington town	West Virginia	0.79
Belle town	West Virginia	0.47
Belmont city	West Virginia	0.36
Benwood city	West Virginia	0.53
Bethany town	West Virginia	0.33
Bethlehem village	West Virginia	0.97
Beverly town	West Virginia	0.28
Blacksville town	West Virginia	0.07
Bluefield city	West Virginia	4.01
Bolivar town	West Virginia	0.43
Bradshaw town	West Virginia	0.11
Bramwell town	West Virginia	0.14
Brandonville town	West Virginia	0.04
Bridgeport city	West Virginia	3.68
Bruceton Mills town	West Virginia	0.03
Buckhannon city	West Virginia	2.24
Buffalo town	West Virginia	0.52

Burnsville town	West Virginia	0.20
Cairo town	West Virginia	0.11
Camden-on-Gauley town	West Virginia	0.06
Cameron city	West Virginia	0.35
Capon Bridge town	West Virginia	0.15
Carpendale town	West Virginia	0.38
Cedar Grove town	West Virginia	0.38
Ceredo city	West Virginia	0.53
Chapmanville town	West Virginia	0.46
Charles Town city	West Virginia	2.51
Chesapeake town	West Virginia	0.59
Chester city	West Virginia	0.99
Clarksburg city	West Virginia	6.34
Clay town	West Virginia	0.18
Clearview village	West Virginia	0.20
Clendenin town	West Virginia	0.46
Cowen town	West Virginia	0.19
Danville town	West Virginia	0.25
Davis town	West Virginia	0.26
Davy town	West Virginia	0.14
Delbarton town	West Virginia	0.21
Dunbar city	West Virginia	2.95
Durbin town	West Virginia	0.12
East Bank town	West Virginia	0.36
Eleanor town	West Virginia	0.66
Elizabeth town	West Virginia	0.35
Elk Garden town	West Virginia	0.09
Elkins city	West Virginia	2.91
Ellenboro town	West Virginia	0.15
Fairmont city	West Virginia	7.65
Fairview town	West Virginia	0.17
Falling Spring town	West Virginia	0.08
Farmington town	West Virginia	0.15
Fayetteville town	West Virginia	1.13
Flatwoods town	West Virginia	0.11
Flemington town	West Virginia	0.13
Follansbee city	West Virginia	1.13
Fort Gay town	West Virginia	0.29
Franklin town	West Virginia	0.27
Friendly town	West Virginia	0.05
Gary city	West Virginia	0.33
Gassaway town	West Virginia	0.35
Gauley Bridge town	West Virginia	0.23
Gilbert town	West Virginia	0.16
Glasgow town	West Virginia	0.35
Glen Dale city	West Virginia	0.57
Glenville town	West Virginia	0.60

Grafton city	West Virginia	2.07
Grant Town town	West Virginia	0.25
Grantsville town	West Virginia	0.21
Granville town	West Virginia	1.31
Hambleton town	West Virginia	0.09
Hamlin town	West Virginia	0.44
Handley town	West Virginia	0.13
Harman town	West Virginia	0.06
Harpers Ferry town	West Virginia	0.12
Harrisville town	West Virginia	0.70
Hartford City town	West Virginia	0.25
Hedgesville town	West Virginia	0.12
Henderson town	West Virginia	0.11
Hendricks town	West Virginia	0.11
Hillsboro town	West Virginia	0.10
Hinton city	West Virginia	0.98
Hundred town	West Virginia	0.11
Hurricane city	West Virginia	2.68
Huttonsville town	West Virginia	0.09
Iaeger town	West Virginia	0.10
Jane Lew town	West Virginia	0.16
Junior town	West Virginia	0.20
Kenova city	West Virginia	1.23
Kermit town	West Virginia	0.15
Keyser city	West Virginia	2.05
Keystone city	West Virginia	0.09
Kimball town	West Virginia	0.06
Kingwood city	West Virginia	1.27
Leon town	West Virginia	0.06
Lester town	West Virginia	0.13
Lewisburg city	West Virginia	1.58
Logan city	West Virginia	0.61
Lost Creek town	West Virginia	0.19
Lumberport town	West Virginia	0.35
Mabscott town	West Virginia	0.53
Madison city	West Virginia	1.11
Man town	West Virginia	0.26
Mannington city	West Virginia	0.84
Marlinton town	West Virginia	0.40
Marmet city	West Virginia	0.57
Mason town	West Virginia	0.39
Masontown town	West Virginia	0.22
Matewan town	West Virginia	0.18
Matoaka town	West Virginia	0.08
McMechen city	West Virginia	0.71
Meadow Bridge town	West Virginia	0.14
Middlebourne town	West Virginia	0.31

Mill Creek town	West Virginia	0.29
Milton town	West Virginia	1.05
Mitchell Heights town	West Virginia	0.11
Monongah town	West Virginia	0.48
Montgomery city	West Virginia	0.63
Montrose town	West Virginia	0.06
Moorefield town	West Virginia	1.01
Moundsville city	West Virginia	3.43
Mount Hope city	West Virginia	0.53
Mullens city	West Virginia	0.55
New Cumberland city	West Virginia	0.42
New Haven town	West Virginia	0.61
New Martinsville city	West Virginia	2.13
Newburg town	West Virginia	0.13
Nitro city	West Virginia	2.65
North Hills town	West Virginia	0.32
Northfork town	West Virginia	0.14
Nutter Fort town	West Virginia	0.63
Oak Hill city	West Virginia	3.37
Oakvale town	West Virginia	0.05
Oceana town	West Virginia	0.50
Paden City city	West Virginia	0.97
Parsons city	West Virginia	0.58
Paw Paw town	West Virginia	0.20
Pax town	West Virginia	0.06
Pennsboro city	West Virginia	0.42
Petersburg city	West Virginia	1.10
Peterstown town	West Virginia	0.26
Philippi city	West Virginia	1.36
Piedmont town	West Virginia	0.33
Pine Grove town	West Virginia	0.20
Pineville town	West Virginia	0.24
Pleasant Valley city	West Virginia	1.31
Poca town	West Virginia	0.41
Point Pleasant city	West Virginia	1.69
Pratt town	West Virginia	0.23
Princeton city	West Virginia	2.36
Pullman town	West Virginia	0.06
Quinwood town	West Virginia	0.11
Rainelle town	West Virginia	0.63
Ranson corporation	West Virginia	2.18
Ravenswood city	West Virginia	1.52
Reedsville town	West Virginia	0.25
Reedy town	West Virginia	0.07
Rhodell town	West Virginia	0.07
Richwood city	West Virginia	0.77
Ridgeley town	West Virginia	0.26

Ripley city	West Virginia	1.31
Rivesville town	West Virginia	0.38
Romney city	West Virginia	0.71
Ronceverte city	West Virginia	0.69
Rowlesburg town	West Virginia	0.24
Rupert town	West Virginia	0.37
Salem city	West Virginia	0.63
Sand Fork town	West Virginia	0.06
Shepherdstown town	West Virginia	0.80
Shinnston city	West Virginia	0.88
Sistersville city	West Virginia	0.53
Smithers city	West Virginia	0.31
Smithfield town	West Virginia	0.06
Sophia town	West Virginia	0.51
South Charleston city	West Virginia	5.01
Spencer city	West Virginia	0.85
St. Albans city	West Virginia	4.13
St. Marys city	West Virginia	0.74
Star City town	West Virginia	0.81
Stonewood city	West Virginia	0.71
Summersville city	West Virginia	1.36
Sutton town	West Virginia	0.41
Sylvester town	West Virginia	0.06
Terra Alta town	West Virginia	0.62
Thomas city	West Virginia	0.23
Thurmond town	West Virginia	0.00
Triadelphia town	West Virginia	0.32
Tunnelton town	West Virginia	0.12
Union town	West Virginia	0.22
Valley Grove village	West Virginia	0.14
War city	West Virginia	0.29
Wardensville town	West Virginia	0.11
Wayne town	West Virginia	0.66
Welch city	West Virginia	0.68
Wellsburg city	West Virginia	1.05
West Hamlin town	West Virginia	0.30
West Liberty town	West Virginia	0.60
West Logan town	West Virginia	0.15
West Milford town	West Virginia	0.25
West Union town	West Virginia	0.33
Weston city	West Virginia	1.61
Westover city	West Virginia	1.74
White Hall town	West Virginia	0.28
White Sulphur Springs city	West Virginia	0.98
Whitesville town	West Virginia	0.18
Williamson city	West Virginia	1.11
Williamstown city	West Virginia	1.19

Windsor Heights village	West Virginia	0.16
Winfield town	West Virginia	0.98
omelsdorf (Coalton) town	West Virginia	0.10
Worthington town	West Virginia	0.06

Metro City Allocation Projections, 03.08.21
(all totals in **millions**)

Note: *Estimates use FY2020 HUD data to identify populations eligible for assistance, and may not include localities that relinquished their CDBG allocation in that year. Funding to localities on this list would be reduced to the extent that such cities apply for and receive funding as a metro city under this proposal.*

West Virginia	Beckley	8.36
West Virginia	Charleston	37.81
West Virginia	Huntington	44.84
West Virginia	Martinsburg	8.92
West Virginia	Morgantown	10.65
West Virginia	Parkersburg	22.45
West Virginia	Vienna	2.69
West Virginia	Weirton	10.59
West Virginia	Wheeling	29.51

Legislative Analysis for Counties:
American Rescue Plan Act of 2021

Updated for Final Passage

INTRODUCTION

On March 11, 2021, President Biden signed the *American Rescue Plan Act of 2021* (H.R. 1319) into law. The $1.9 trillion package, based on President Biden's *American Rescue Plan,* is intended *to* combat the COVID-19 pandemic, including the public health and economic impacts.

As part of the **$362 billion in federal fiscal recovery aid for state and local governments, $65.1 billion is provided in direct aid to counties and an additional $1.5 billion for public land counties.** The *American Rescue Plan Act* also allocates hundreds of billions of dollars for public health and vaccines, assistance for vulnerable populations, education and housing stabilization, economic recovery assistance and direct assistance for families and individuals.

This analysis highlights **key provisions for county governments**.



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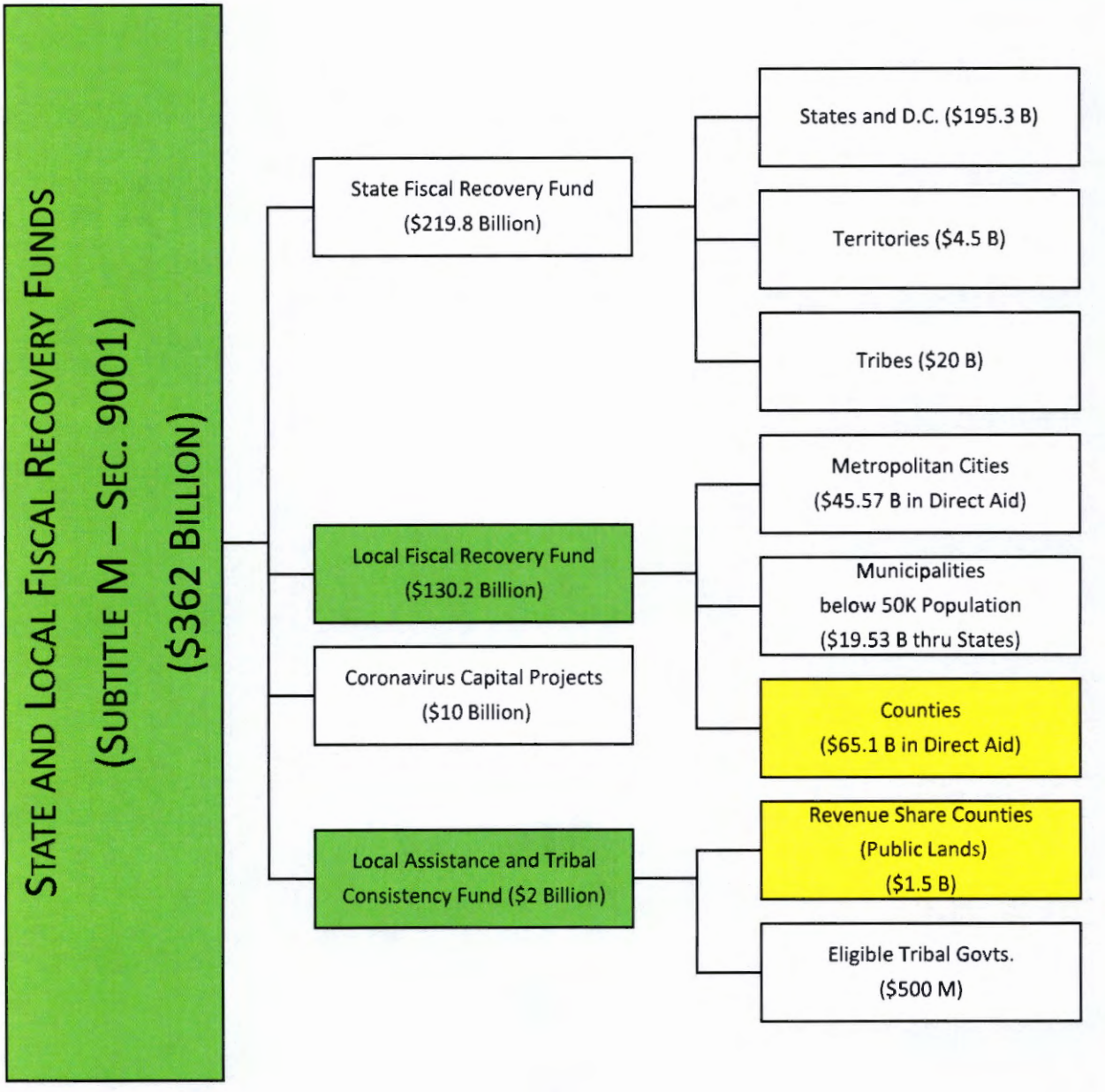
DIRECT ASSISTANCE FOR STATE AND LOCAL GOVERNMENTS



CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUND

Provides approximately $362 billion to help states, territories, counties, cities, and tribal governments cover increased expenditures, replenish lost revenue and mitigate economic harm from the COVID-19 pandemic.

Visit the NACo COVID-19 Recovery Clearinghouse for timely resources, including county allocation estimations, updates on Treasury guidance, examples of county programs using federal coronavirus relief funds and other timely news.

Distribution Formula: A total of $362 billion is allocated as follows:

- **States and District of Columbia: $195.3 billion**
  - $25.5 billion equally divided.
  - $169 billion allocated based on the states' share of unemployed workers over a three-month period from Oct.-Dec. 2020.
  - $1.25 billion in additional aid for the District of Columbia.
- **Local governments: $130.2 billion divided evenly between non-county municipalities and counties**
  - **$65.1 billion in direct federal aid to all counties** based on the county share of the U.S. population (including parishes in Louisiana, boroughs in Alaska and consolidated city-county entities). Counties that are Community Development Block Grant (CDBG) recipients (urban entitlement counties) will receive the larger of the population-based share or the share under a modified CDBG allocation formula. Treasury shall allocate the first tranche of payments within 60 days of enactment.
  - **$65.1 billion to cities and other non-county municipalities.**
    - *With populations of at least 50,000:* $45.57 billion in direct federal aid using a modified CDBG formula.
    - *With populations below 50,000:* $19.53 billion based on each jurisdiction's percentage of the state's population, not exceeding 75 percent of its most recent budget as of January 27, 2020. Aid is distributed through the states.
- **U.S. Territories: $4.5 billion**
- **Tribal governments: $20 billion**

Click here to view your county's estimated funding allocation.

Allowable Uses for Recovery Funds:

- **Respond to or mitigate the public health emergency with respect to the COVID-19 emergency or its negative economic impacts,** including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality. *These examples are intended to clarify congressional intent that these activities are eligible. However, state and local activities are NOT limited only to these activities.*

- **Provide government services to the extent of the reduction in revenue** (i.e. online, property or income tax) due to the public health emergency.

- **Make necessary investments in** water, sewer, or broadband infrastructure.

- State and local governments can transfer the funds to a private nonprofit organization, a public benefit corporation involved in the transportation of passengers or cargo **or a special-purpose unit of State or local government.**

- **Respond to workers performing essential work** during the COVID-19 public health emergency by providing premium pay to eligible workers of the county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work.

    - **"Premium pay" means** an additional amount up to $13 per hour that is paid to an eligible worker for work during the COVID-19 pandemic. The law imposes a cap of $25,000 for any single eligible worker.

Guardrails for Recovery Funds:

- **States are not allowed to use the funds to either directly or indirectly offset a reduction in the net tax revenue** that results from a change in law, regulation or administrative interpretation during the covered period that reduces any tax. If a state violates this provision, it will be required to repay the amount of the applicable reduction to net tax revenue.

- **No funds shall be deposited into any pension fund.**

- Any local government, including counties, that **fail to comply with the federal law and related guidelines shall be required to repay** the federal Treasury.

Program Administration:

- **Funds will be distributed** by the U.S. Department of Treasury.
- **The deadline to spend funds is December 31, 2024.**
- The U.S. Treasury is required to **pay the first tranche to counties not later than 60-days after enactment,** and second payment no earlier than 12 months after the first payment.
- The law provides an additional $77 million for the Government Accountability Office and $40 million for the Pandemic Response and Accountability Committee **for oversight and to promote transparency and accountability.**

Reporting Requirements for State and Local Governments:

- **States are required to report how funds are used and how their tax revenue was modified** during the time that funds were spent during the covered period (covered period begins on March 3, 2021 and ends on the last day of the fiscal year a state or local government has expended or returned all funds to the U.S. Treasury).
- **Local governments, including counties, are required to provide "periodic reports"** providing a detailed accounting of the use of funds.
- If a state, county or municipality **does not comply with any provision of this bill, they are required to repay the U.S. Treasury** an equal amount to the funds used in violation.

CORONAVIRUS CAPITAL PROJECTS FUND (SEC. 604)

- **Provides $10 billion for states, territories, and tribal governments to carry out critical capital projects,** specifically related to enabling work, education, and health monitoring, including remote options, in response to the COVID-19 public health emergency. *This funding includes broadband infrastructure.*
- Each **state, the District of Columbia and Puerto Rico will receive a minimum allocation of $100 million**, plus another $100 million is divided among other U.S. territories and another $100 million is designated for tribal governments and Native Hawaiian use.
- **Of the remaining funds, states receive an additional allocation** based on population (50 percent), number of individuals living in rural areas as a percentage of the U.S. rural population (25 percent), and proportion of the state's population of households living in poverty.

LOCAL ASSISTANCE AND TRIBAL CONSISTENCY FUND (SEC. 605)	**Provides an additional $1.5 billion, split evenly over FY 2022 and 2023, for eligible revenue share counties (i.e., public land counties)** as well as $500 million over both fiscal years for Tribal governments: • U.S. Treasury is responsible for determining the funding formula, taking into account the economic conditions of each eligible revenue sharing county, using measurements of poverty rates, household income, land values, and unemployment rates as well as other economic indicators, over the 20-year period ending with Sept. 30, 2021. • **Eligible counties may use these funds for any governmental purpose** *other than a lobbying activity.* • **Counties shall be required to provide periodic reports** with a detailed accounting of the use of funds. • **Failure to submit required reports or misuse of funds will result in the recoup of funds** by the federal government.

According to a statement for the record by U.S. Senate Finance Chairman Ron Wyden (D-Ore.), *"[The Senator] fully expect[s] Treasury to consult with others in government who have history in this arena on the creation of this new formula such as the Secretaries of Agriculture and Interior, as well as the National Association of Counties, state county associations, including the Association of O&C Counties Oregon, and many other groups with a deep understanding of these impacts across the United States."*

INVESTMENTS IN VACCINE DISTRIBUTION AND HEALTH

VACCINE DISTRIBUTION

Vaccine Distribution Funding: Provides $20 billion to establish a National COVID-19 Vaccination Program, of which $7.5 billion will be allocated to CDC to support state, local, tribal and public health departments and community health centers in the distribution of vaccines through information technology and data enhancements, facility enhancements and public communications.

Another $7.5 billion of the $20 billion appropriated is provided to the **Federal Emergency Management Agency (FEMA) to establish vaccination sites**.

Counties play an integral role in the distribution of COVID-19 vaccines as key administrators of health and human services at the local level, supporting over 900 hospitals, 824 long-term care facilities, and 1,943 local health departments.

Vaccine Confidence Education: Provides $1 billion for the CDC to strengthen vaccine confidence by furthering the distribution of information and education and improving vaccination rates.

County officials and local public health agencies are trusted voices, often responsible for messaging vaccine confidence to the public.

SUPPORT FOR MEDICAID

FMAP Enhancements: Enhances state Federal Medical Assistance Percentages (FMAP), the federal contribution to Medicaid, including:

- A 100 percent FMAP for states that opt to provide coverage to the uninsured for COVID-19 vaccines and treatment without cost sharing.
- An enhanced FMAP for states that wish to expand Medicaid programs to cover mobile crisis intervention services for individuals experiencing mental health or substance use disorders.
- Increasing the state's base FMAP by five percentage points for two years if they expand Medicaid; currently there are 12 states that have yet to expand Medicaid and will be eligible for this increase.
- A temporary FMAP increase of 7.35 percentage points for states to improve Medicaid home and community-based services for one year.

Disproportionate Share Hospital (DSH) Payments: Amends the Families First Coronavirus Response Act (P.L.116-127) so states do not have to make higher DSH payments due to the 6.2 percent FMAP increase in the legislation.

Counties in 26 states contribute up to 60% of the non-federal share of Medicaid, totaling approximately $7 billion per year.

FUNDING FOR TESTING, PUBLIC HEALTH SUPPORT & RESOURCES

Testing and Contact Tracing: Provides $47.8 billion to the Department of Health and Human Services (HHS) to support state and local health departments in distributing and administering COVID-19 tests, acquiring and distributing PPE and other supplies, expanding contact tracing capabilities, and sustaining the nation's public health workforce.

Counties support over 1,900 of America's 2,800 local health departments, providing essential public health prevention services like public education, vaccine coordination and logistics, contact tracing, and COVID-19 testing.

Public Health Workforce Expansion: Provides key enhancements for healthcare and public health workforce supports, including:

- **$7.6 billion for HHS to establish, expand, and sustain a public health workforce** and make awards to state, local, and territorial public health departments.
- **$7.6 billion for Community Health Centers** for ongoing COVID-19 response efforts.
- **$800 million to the National Health Service Corps** to enhance and diversify the nation's clinician's workforce.

Federal investments are responsible for nearly 25 percent of local health departments' revenue. ***Over the past decade, the number of local health department jobs has decreased by 25,000,*** *a statistic that is further exacerbated by the COVID-19 pandemic—effectively shrinking the public health workforce when it is needed most.*

FUNDING FOR BEHAVIORAL AND MENTAL HEALTH

Substance Abuse Prevention and Treatment (SAPT) and Community Mental Health Block Grants: Provides $1.5 billion for the Substance Abuse and Mental Health Services Agency's (SAMHSA) Substance Abuse Prevention and Treatment (SAPT) and another $1.5 billion for Community Mental Health block grant programs.

Certified Community Behavioral Health Clinics: Provides $420 million for Certified Community Behavioral Clinics (CCBHCs) which helps counties and other local entities provide a comprehensive range of mental health and substance use disorder services to vulnerable individuals.

County-based behavioral health systems exist in 23 states that represent 75% of the population, and counties deliver community-based mental health and substance use disorder services through 750 behavioral health authorities.

Overdose Prevention: Provides $30 million for SAMHSA to create grants to state, local, tribal and territorial governments to support community-based overdose

prevention programs and other harm reduction services in light of increased pandemic related drug-misuse.

County leaders across the public health, justice and public safety, and behavioral health sectors are on the front lines of the opioid epidemic and continue to formulate effective responses for this ongoing pandemic.

SUPPORT FOR LONG TERM CARE FACILITIES

Nursing Home Strike Teams: Provides $500 million for HHS to allocate money to states and territories to establish strike teams that will respond to COVID-19 outbreaks in skilled nursing facilities.

Counties own, operate, and support 758 skilled nursing facilities and nursing homes, facilities that have been disproportionately impacted by the COVID-19 pandemic.

EMERGENCY RELIEF FOR INDIVIDUALS AND FAMILIES

DIRECT FINANCIAL ASSISTANCE FOR INDIVIDUALS AND FAMILIES

Temporary Assistance for Needy Families (TANF) Pandemic Emergency Fund: Provides $1 billion for states to provide short-term targeted aid (cash assistance or otherwise) to families in crisis. States will receive funds based on their population's share of children and portion of prior TANF expenditures dedicated to cash assistance.

Nine states representing half of the program's national caseload delegate the administration of TANF (which funds a wide range of anti-poverty programs and family services) to counties.

Earned Income Tax Credit (EITC) and Child Tax Credit (CTC) Expansion:

- In 2021, expands the CTC to **$3,000 per child aged 6-17 ($3,600 for children under age 6)** and makes the credit fully refundable in 2021. Instructs the U.S. Treasury Department to issue the credit in the form of periodic payments or as frequently as is feasible beginning in July, 2021.
- In 2021, increases the EITC for childless workers by **up to $1,000 and expands the minimum and maximum age** for claiming the credit.

The proposed CTC expansion is expected to cut child poverty by half in 2021, a key county priority.

Individual Assistance Payments: Provides another round of Economic Impact Payments worth $1,400 per individual (including child and non-child dependents up to age 17), up to $75,000 income threshold level for individuals and $150,000

for households, with an accelerated phase-out for higher-income earners capped at $80,000 for individuals and $160,000 for household income.

HOUSING AND UTILITY ASSISANCE

Emergency Rental Assistance Program: Provides $21.6 billion in another round of emergency rental assistance to be distributed by the U.S. Treasury Department to allocate to states, territories, counties and cities.

County governments with populations greater than 200,000 are eligible to receive another round of direct funding from Treasury to keep families in stable housing and prevent an eviction crisis during the health emergency. Counties below 200,000 may receive funds through their state government.

Homeless Assistance: Provides $5 billion to HUD for homeless prevention and supportive services through the HOME Investment Partnerships program formula.

The majority of HOME funds (60 percent) are distributed to 647 local jurisdictions, including urban counties with populations over 200,000 not including their largest metropolitan city, to provide affordable housing to low-income families.

Housing Choice Vouchers: Provides $5 billion to HUD for emergency Housing Choice Vouchers.

Counties support increasing the supply of housing choice vouchers to assist with providing affordable housing for families.

Rural Housing: Provides $100 million for rural housing through the U.S. Department of Agriculture for rental assistance.

Counties support assistance to families in rural areas struggling with rental payments due to the pandemic.

Homeowner Assistance Fund: Provides $10 billion for the Homeowner Assistance Fund and allocates funds to states, territories, and tribes to provide homeowners struggling to make mortgage payments due to the pandemic with direct assistance for mortgage payments, property taxes, property insurance, utilities, and other housing related costs.

Counties support assistance to families to maintain stable housing conditions during the public health crisis and beyond.

Low Income Home Energy Assistance Program (LIHEAP): Provides $4.5 billion in emergency LIHEAP funds to remain available until September 30, 2022.

Counties fully or partially administer the LIHEAP program in 13 states.

FOOD AND NUTRITION ASSISTANCE

Supplemental Nutrition Assistance Program (SNAP):

- Extends the recently enacted 15% SNAP benefit increase **through September 30, 2021** (previously set to expire June 30).
- Provides an **extra $1.1 billion in funds for state SNAP administration** to be allocated over the next three fiscal years, an amount commensurate with a 100 percent federal administrative match.
- **Extends the Pandemic-EBT program** (which provides SNAP benefits to low-income children who have lost access to meals at school and child care due to the pandemic) through the summer months in both FY 2021 and the summer of FY 2022. *Note: administrative costs for P-EBT are 100 percent reimbursable by the federal government.*

Ten states representing 32 percent of total participants delegate the administration of SNAP (which funds monthly grocery benefits for low-income families) to counties. In these states, counties often contribute local dollars to the program's 50 percent non-federal administrative match.

Special Supplemental Nutrition Program for Women, Infants and Children (WIC): Provides $880 million in emergency funds, $490 million of which will enhance benefits for four months and $390 million of which will support outreach innovation and program modernization funding.

WIC (which provides food assistance, nutrition education and service referrals to nutritionally-at-risk, low-income pregnant/post-partum women, infants and children) operates through 1,900 local agencies in 10,000 clinic sites, many of which are county health departments.

SUPPORTS FOR WORKERS AND EMPLOYERS

Federal Unemployment Benefits: Extends enhanced federal unemployment of $300 weekly through September 6, 2021. Those making less than $150,000 a year and receiving unemployment benefits are eligible for a $10,200 tax break. Also extends the Pandemic Unemployment Assistance program through September 6, 2021 and allows emergency unemployment relief for governmental entities and nonprofit organizations.

Emergency Paid Leave and Paid Leave Tax Credit: Extends the Families First Coronavirus Response Act (FFCRA) emergency paid leave program through September 30, 2021 and provides up to 12 weeks of paid sick and family medical leave related to the COVID-19 pandemic.

Notably, public sector employers, including counties, are now eligible to receive the FFCRA tax credit for wages or compensation paid to an employee who is unable to work due to the pandemic. Under previous law, counties were not eligible to receive this credit, impacting already strained county budgets.

Additionally, as previously authorized under the FFCRA, a local government employer that provides paid leave wages under the Emergency Paid Sick Leave Act or Expanded Family Medical Leave Act will not be required to pay the employer's share of social security tax on the paid leave wages.

Counties employ 3.6 million individuals, and without this tax credit, the high costs of funding the enhanced paid leave benefits could harm counties' ability to provide critical services that are necessary for a successful pandemic response.

AGING SERVICES

Older Americans Act (OAA) Programs: Provides $1.4 billion in emergency OAA funding, including $750 million for senior nutrition programs, $460 million for home-and-community-based support services, $45 million for disease prevention, $10 million for the long-term care ombudsman program and $145 million in assistance for grandparents caring for grandchildren.

OAA funding is allocated directly to Area Agencies on Aging, more than half of which are fully or partially operated by county governments.

Elder Justice Act Programs: Provides at least $188 million for the Elder Justice Act in both FY 2021 and FY 2022.

The Elder Justice Act program is the only dedicated federal funding source available to states and counties to prevent elder fraud and abuse.





ECONOMIC ASSISTANCE FOR BUSINESSES AND COMMUNITIES

EDUCATION AND CHILD CARE STABILIZATION

Education Stabilization Fund: Provides $123 billion in emergency funds to support K-12 schools in safely reopening, of which 20 percent must address learning loss. Other set-asides include:

- $1.25 billion for **summer enrichment**.
- $1.25 billion for **afterschool programs**.
- $3 billion for **education technology**.
- $800 million for wraparound services to **homeless students**.

In addition to the ESERF, provides:

- $3 billion for the **Individuals with Disabilities in Education Act (IDEA)**.
- $2.75 billion for **private K-12 schools**.
- $40 billion for **higher education, including community colleges**.

Along with sharing a tax base with local school boards and providing complementary services to local students, ***counties play a role in supporting and funding K-12 schools in five states: Alaska, Md., N.C., Va. and Tenn. Certain counties also contribute funding to community colleges.***

Distance Learning: Provides nearly $7.2 billion for the Emergency Connectivity Fund within the Federal Communications Commission's (FCC) E-Rate program, helping schools and libraries obtain affordable broadband to support virtual learning.

During the pandemic, counties have contributed local dollars and federal relief funds to help students without at-home internet attend virtual school.

Head Start: Provides $1 billion in emergency funding to be distributed across existing Head Start agencies according to their share of total enrolled children.

Head Start (which funds early childhood education for low-income children) delivers services through 1,600 local agencies, ***many of which are sponsored by county governments.***

Child Care and Development Fund (CCDF): Provides $39 billion in emergency funds for the discretionary portion, the Child Care Development Block Grant program (CCDBG), $15 billion of which will be distributed according to the regular formula and available through FY 2024. The remaining $24 billion will go to states to make subgrants directly to child care providers. The mandatory Child Care Entitlement to States (CCES) will also receive a permanent annual increase of $600 million, with the state match waived in FY 2021 and FY 2022.

Eight states delegate the administration of CCDF (which supports child care subsidies for low-income families) to counties.

Child and Dependent Care Tax Credit (CDCTC): In 2021, expands the CDCTC, making it refundable (therefore available to lower-income employees) and increasing the maximum rate by 50 percent.

County employees may be able to claim this credit, making it easier for them to afford the necessary child/dependent care to continue working.

SUPPORTS FOR SMALL BUSINESSES AND ECONOMIC DEVELOPMENT

Paycheck Protection Program (PPP) and Economic Injury Disaster Loan (EIDL): Provides an additional $7.25 billion for the PPP and $15 billion for the EIDL Advance program.

The PPP and EIDL program help stabilize county economies by keeping small businesses afloat. ***Many counties also provided small business loans and other support with CRF dollars authorized under the CARES Act.***

Economic Development Administration: Provides $3 billion for economic adjustment assistance. Of this amount, 25 percent of funding is reserved for assistance to communities that have suffered economic injury as a result of **job losses in the travel, tourism or outdoor recreation sectors**.

Of this amount, 25 percent of funding is reserved for assistance to communities that have suffered economic injury as a result of job losses in the travel, tourism or outdoor recreation sectors.

EDA is a critical resource, particularly for rural counties, in providing essential competitive grants for job creation, economic recovery and planning.

TRANSPORTATION, ENVIRONMENT & EMERGENCY RESPONSE

FUNDING FOR TRANSPORTATION

Public Transit: Provides $30.46 billion available through FY 2024 at a 100 percent federal share for eligible recipients of urban, rural, senior citizens and individuals with disabilities, and intercity bus transit formula grants for operating expenses incurred beginning on January 20, 2020, including payroll, operating and maintenance costs due to lost revenue, and the payment of leave for personnel laid off due to service reductions.

Counties directly support 78 percent of the nation's public transit systems.

Airports: Provides $8 billion available through FY 2024 through Airport Improvement Program (AIP) formulas at a 100 percent federal share, including:

- **Funding for operations, personnel and sanitation to combat the spread of COVID-19:** $6.5 billion for primary and certain cargo airports and $100 million for general aviation and commercial service airports.
- $800 million for **primary airport** sponsors to meet rent and other obligations to airport concessionaires.
- $608 million to cover the **full federal share of these projects**, including retroactively for FY 2020.

Counties own or support 34 percent of America's public airports.

Amtrak: Provides $1.7 billion available through FY 2024, including $970.39 million for the Northeast Corridor and $729.61 for the National Network.

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) RESOURCES

Disaster Relief Fund: Provides $50 billion for FEMA's Disaster Relief Fund to meet the immediate needs of state, local, tribal and territorial governments. (NOTE that the Biden administration issued an Executive Order on February 2, 2021 that waives the non-federal match of 25 percent from January 20, 2020 through September 31, 2021 for COVID-related eligible reimbursements.)

FEMA's Disaster Relief Fund provides funding for key FEMA programs important to counties, including the Public Assistance (PA) Program.

Funeral Assistance: Extends the **100 percent federal cost share increase for funeral assistance** provided by FEMA, which had previously only been for costs incurred before December 30, 2020.

Funds will reimburse county residents for funeral costs associated with the COVID-19 pandemic.

Additional Funding for FEMA Programs: Provides funding for a wide variety of FEMA programs that support local agencies in FY 2021 to remain available through FY 2025, including:

- Emergency **Food and Shelter** Program ($400 million)
- Assistance to **Firefighters Grants** ($100 million)
- **Emergency Management** Performance Grants ($100 million)
- Staffing for Adequate Fire and Emergency Response **(SAFER) Grants** ($200 million)

Counties rely on these critical federal grant programs to provide much-needed funding and other resources to local firefighters, first responders and other frontline workers.

ENVIRONMENTAL PROTECTION AGENCY (EPA) GRANTS

Funding for Pollution and Disparate Impacts of the COVID-19 Pandemic: Provides $100 million to the EPA to address health outcome disparities from pollution and the COVID-19 pandemic.

- Of this amount, $50 million will support activities that identify and address **disproportionate environmental or public health harms and risks in minority populations or low-income population**.

Counties support an increase in federal technical and financial assistance to states and local governments for the development and administration of pollution control programs.

NACo GOVERNMENT AFFAIRS DIRECTORY

Mark Ritacco
Director
Government Affairs
(202) 942-4240

Blaire Bryant
Associate Legislative Director
Health
(202) 942-4246

Daria Daniel
Associate Legislative Director
Community, Economic & Workforce Development
Liaison to the Large Urban County Caucus
(202) 942-4212

Eryn Hurley
Associate Legislative Director
Finance, Pensions & Intergovernmental Affairs
Liaison to the Immigration Reform Task Force
(202) 942-4204

Jessica Jennings
Associate Legislative Director
Transportation
(202) 942-4264

Rachel Mackey
Associate Legislative Director
Human Services & Education
Liaison to the Veterans and Military Services Standing Committee
(202) 661-8843

Brett Mattson
Associate Legislative Director
Justice & Public Safety
(202) 942-4234

Adam Pugh
Associate Legislative Director
Environment, Energy & Land Use
(202) 942-4269

Arthur Scott
Associate Legislative Director
Agriculture and Rural Affairs
Broadband Taskforce
Telecommunications and Technology
Liaison to the Rural Action Caucus
Political Outreach Manager
(202) 942-4230

Jonathan Shuffield
Associate Legislative Director
Public Lands
Liaison to the Western Interstate Region
(512) 965-7268

Zachary George
Legislative Assistant
Environment, Energy & Land Use
Telecommunications and Technology
Transportation
(202) 661-8819

Nicolette Gerald
Legislative Assistant
Human Services & Education
Justice & Public Safety
(202) 942-4260

Aaliyah Nedd
Legislative Assistant
Agriculture and Rural Affairs
Finance, Pensions & Intergovernmental Affairs
Public Lands
(202) 661-8833

Sarah Gimont
Legislative Assistant
Community, Economic & Workforce Development
Health
(202) 942-4256

WV FUNDING IN COVID BILL

10

Senator Manchin voted YES for COVID-19 Relief, Rebuilding Infrastructure and Strengthening West Virginia's Economy

(March 10 working draft, finalized upon President Biden's signature)

West Virginia will receive at least $4 billion in direct funding, with much more coming through grants and federal programs.

INDIVIDUAL AID: $1,400 stimulus checks to most West Virginians; child tax credits; Earned Income Tax Credit; health insurance assistance; student loan assistance; and unemployment through Sept. 6

SMALL BUSINESS AID: Reauthorization of PPP, EIDL, shuttered venue and restaurant assistance Previously, WV small businesses received over $1 billion in direct aid

BROADBAND: $138 million in funding for broadband and $2 million for hotspots

LOCAL: $677 million in funding for cities and 55 counties, to be administered by local governments

STATE: $1.25 billion in funding for WV state government, to be administered by the Governor and legislature

VACCINES: $11 million to WV in supplemental vaccine funding and on increasing vaccine doses

EDUCATION: $800 million for WV pre-K through 12th grade; $190 million for WV colleges and universities

CHILD CARE: $260 million for WV child care and $10 million for WV Head Start

SENIORS: $9 million for WV senior programs

HOUSING: $152 million for emergency rental assistance in WV and $38.5 million for energy bills (LIHEAP)

TRANSPORTATION: $8 million for WV airports; $24 million for WV transit systems

VETERANS: Approximately $2.2 million for Veterans nursing homes

HOSPITALS AND RURAL HEALTH: Millions in direct funding to help WV hospitals, clinics, nursing homes, health departments, home health, and long-term care

BEHAVIORAL HEALTH: Millions in direct funding to WV through the Substance Abuse Prevention and Health Service Administration

FOOD ASSISTANCE: Direct funding to our most vulnerable West Virginians through federal programs

FIREFIGHTERS AND FIRST RESPONDERS: The Assistance to Firefighters and SAFER grant programs will receive additional allocations of $100 million and $200 million respectively; Firefighters and First Responders are also eligible for support under state and local government funds

COUNTY	ESTIMATED FUNDS
Barbour County	$3.19 M
Berkeley County	$23.11 M
Boone County	$4.16 M
Braxton County	$2.71 M
Brooke County	$4.25 M
Cabell County	$17.83 M
Calhoun County	$1.38 M
Clay County	$1.65 M
Doddridge County	$1.64 M
Fayette County	$8.22 M
Gilmer County	$1.52 M
Grant County	$2.24 M
Greenbrier County	$6.72 M
Hampshire County	$4.49 M
Hancock County	$5.59 M
Hardy County	$2.67 M
Harrison County	$13.04 M
Jackson County	$5.54 M
Jefferson County	$11.08 M
Kanawha County	$34.55 M
Lewis County	$3.09 M
Lincoln County	$3.96 M
Logan County	$6.21 M
McDowell County	$3.42 M
Marion County	$10.87 M
Marshall County	$5.92 M
Mason County	$5.14 M

COUNTY	ESTIMATED FUNDS
Mercer County	$11.40 M
Mineral County	$5.21 M
Mingo County	$4.54 M
Monongalia County	$20.48 M
Monroe County	$2.57 M
Morgan County	$3.47 M
Nicholas County	$4.75 M
Ohio County	$8.03 M
Pendleton County	$1.35 M
Pleasants County	$1.45 M
Pocahontas County	$1.60 M
Preston County	$6.48 M
Putnam County	$10.95 M
Raleigh County	$14.23 M
Randolph County	$5.57 M
Ritchie County	$1.85 M
Roane County	$2.65 M
Summers County	$2.44 M
Taylor County	$3.24 M
Tucker County	$1.33 M
Tyler County	$1.67 M
Upshur County	$4.69 M
Wayne County	$7.64 M
Webster County	$1.57 M
Wetzel County	$2.92 M
Wirt County	$1.13 M
Wood County	$16.20 M
Wyoming County	$3.96 M

Direct Aid to Individuals and Families

- Stimulus Checks – 891,039 West Virginia households will receive payments, totaling in $2,275,091 for the state. This includes:

I. Direct $1,400 checks to every person making $75,000 or less
II. Direct checks of $2,800 to every couple that files jointly and makes $150,000 or less OR $112,500 (or less) as head of household
III. An additional $1,400 for each qualifying child or dependent

- Child Tax Credit – Allows parents to receive a tax credit of up to $3,600 per child under age 6 and $3,000 for children 17 and under. Expansion will benefit approximately 346,000 West Virginia children under age 17.
- Child and Dependent Care Tax Credit (CDCTC) – The Child and Dependent Care Tax Credit is now fully refundable and the credit was increased to cover childcare costs up to $4,000 for one child and $8,000 for two or more children.
- Earned Income Tax Credit (EITC) – Expanded eligibility for the EITC credit to over 17 million adults with no children and increased the credit to $1,502 from $543. Expansion would assist an additional 110,000 workers in West Virginia.
- Unemployment Assistance – 37,390 West Virginians will receive unemployment extensions. Assistance includes:

I. Providing an additional $300/week in unemployment benefits through September 6, 2021
II. Extending the Pandemic Unemployment Assistance (PUA) program for self-employed and gig workers through September 6, 2021
III. Extending the Pandemic Emergency Unemployment Compensation (PEUC) program for workers who have exhausted their state benefits through September 6, 2021
IV. Preventing a surprise tax bill for workers who received unemployment compensation in 2020 by making the first $10,200 of unemployment benefits non-taxable for individuals making less than $150,000

- Health Insurance Premium Assistance – Provides additional premium assistance to families who purchase health insurance from the ACA marketplace. In West Virginia, a family of four at 458% of the Federal Poverty Level, could see a $1,241 reduction in monthly premium expenses and an individual with an income of $55,000/year could see premiums drop from around $1,375 to $390 a month. West Virginia patients will see some of the highest savings in the country due to these enhanced premium tax credits.

Direct Aid to Small Businesses

- Provides $15 billion for SBA to administer additional Economic Injury Disaster Loan (EIDL) advance payments. In the first round of EIDL Advances, WV received 12,552 advances totaling $41.445 million. In EIDL loans, WV has received 8,063 loans totaling $433.616 million.
- Includes $7.25 billion for the Paycheck Protection Program (PPP). As of March 7, 2021, almost 7,000 West Virginians and businesses have accessed loans through the program, totaling almost $558 million in funding through PPP.
- $25 billion for restaurants and $1.25 billion in additional funding for shuttered venues. WV has lost nearly 30,000 jobs in the restaurant industry since last year, almost 40% of the restaurant workforce.
- $175 million for the Corporation for Public Broadcasting for assistance to small and rural stations – like WV Public Broadcasting – threatened by declines in non-Federal revenues.

Broadband Expansion and Hotspots

- $10 billion for broadband infrastructure in rural states, with a minimum of $100 million per state. West Virginia will receive $138 million
- Nearly $7.2 billion for schools to purchase hotspots and other devices to enable distance learning efforts around the country
- $200 million for libraries to purchase hotspots and other devices to increase connectivity in rural areas – West Virginia will receive at least $2 million

Local and State Governments

- $677 million will go directly to local governments – cities and counties – across West Virginia, including:

I. $176 million for larger metropolitan cities
II. $153 million for smaller cities
III. $348 million for 55 counties

- $1.25 billion for the State of West Virginia
- This funding may be used to cover: expenses related to the COVID-19 pandemic, lost revenue related to the COVID-19 pandemic, and necessary investments in water, sewer, and broadband infrastructure.
- The final bill includes commonsense guardrails to ensure this funding is not used to shore up pension funds or fill budget holes created under certain conditions unrelated to the pandemic.
- The funding will be distributed in two tranches: the first half will be issued within 60 days; the second half will be distributed roughly 12 months later.

Vaccines, Testing and Contact Tracing

- $20 billion for COVID-19 vaccines

I. West Virginia will receive $11 million in supplemental vaccine dollars, in addition to its allocation of state vaccine grants determined by the U.S. Health and Human Services (HHS) Secretary

- $50 billion for COVID-19 testing and tracing
- $10 billion for the Defense Production Act (DPA) for COVID-19 supplies

Schools

- $130 billion for K-12, including roughly $800 million for West Virginia schools
- $40 billion for higher education, including roughly $190 million for West Virginia's colleges and universities (including public and private, non-profit schools)
- $1 billion in supplemental, emergency funding for Head Start with roughly $10 million going to West Virginia
- $39 billion for child care, including roughly $260 million for West Virginia
- The ARP makes the discharge of student loan debt tax-free from 2021-2025. This means that a borrower will not have to pay taxes on student loan debt forgiven during the this five-year period.

Seniors

$1.4 billion for programs that assist older Americans with more than $9 million going to West Virginia to provide senior nutrition services (including home-based delivered meals), support caregivers and invest in preventive services

Housing

- Senator Manchin's bipartisan amendment secured $800 million in emergency funding within the Department of Education to identify students experiencing homelessness and provide essential wrap-around services.
- $20 billion for emergency rental assistance with $152 million going to West Virginia
- $4.5 billion for Low Income Home Energy Assistance Program (LIHEAP) with roughly $38.5 million likely going to West Virginia
- $500 million for Low Income Water Assistance

Transportation and Economic Development

- $15 billion for the third round of the Payroll Support Program for the airline industry
- $8 billion for airports to cover operations, make payroll, and recover from the pandemic, including an estimated $8 million for West Virginia's airports
- $3 billion for the Economic Development Administration (EDA) to help communities recover from the economic impacts of the COVID-19 pandemic, with 25% of funds dedicated to communities that have suffered job losses in the travel, tourism, and outdoor recreation sectors.
- $30 billion for transit, including an estimated $24 million for West Virginia's urban and rural transit systems

Veterans Assistance

- $14.482 billion for healthcare services and additional resources to care for Veterans
- $386 million to help get Veterans back to work by funding up to 12 months of rapid retraining assistance and a housing allowance for Veterans who are unemployed as a result of the pandemic
- $272 million to mitigate the backlog in claims processing caused by the COVID-19 pandemic
- $100 million in funding to accelerate VA's supply chain modernization
- $500 million to help states upgrade State Veterans Homes across the country and $250 million in onetime emergency payments to support these facilities
- Approximately $2.2 million for Veterans nursing homes

Hospitals/Rural Health Providers

- $8.5 billion for Provider Relief Fund to support rural health providers, including hospitals, clinics, health centers, nursing homes, home health, and long-term care centers.
- $7.6 billion for Community Health Centers for vaccine administration and distribution, testing, tracing, equipment and supplies, workforce, and infrastructure needs
- $7.6 billion for grant awards to state, local, and territorial public health departments to establish and expand public health workforce
- $500 million for rural healthcare grants to create an emergency pilot program to increase vaccine capacity and distribution
- $1.4 billion for various programs to strengthen the healthcare workforce education programs and retention

Behavioral Health

- $4 billion to the Substance Abuse Prevention and Health Services Administration to address addiction and mental health

Food Assistance

- Temporary boost the value of voucher benefits for the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
- Extends P-EBT program authorization through the summer months
- $510 million for FEMA's Emergency Food and Shelter Program

WV CITY AND TOWN ALLOCATION OF FUNDING

Note these are estimates complied with data from FY2020 HUD data and 2019 Census data and do not include villages or other sub local entities that may also qualify for funding.

WV Town / City	Estimated funds
Addison (Webster Springs)	$280,000
Albright	$120,000
Alderson	$470,000
Anawalt	$70,000
Anmoore	$310,000
Ansted	$540,000
Athens	$370,000
Auburn	$40,000
Bancroft	$250,000
Barboursville	$1.77 M
Barrackville	$530,000
Bath (Berkeley Springs)	$250,000
Bayard	$110,000
Beckley	$8.36 M
Beech Bottom village	$200,000
Belington	$790,000
Belle	$470,000
Belmont	$360,000
Benwood	$530,000
Bethany	$330,000
Bethlehem	$970,000
Beverly	$280,000
Blacksville	$70,000
Bluefield	$4.01 M
Bolivar	$430,000
Bradshaw	$110,000
Bramwell	$140,000
Brandonville	$40,000
Bridgeport	$3.68 M
Bruceton Mills	$30,000
Buckhannon	$2.24 M
Buffalo	$520,000
Burnsville	$200,000
Cairo	$110,000
Camden-on-Gauley	$60,000
Cameron	$350,000
Capon Bridge	$150,000
Carpendale	$380.000
Cedar Grove	$380,000
Ceredo	$530,000
Chapmanville	$460,000
Charles Town	$2.51 M
Charleston	$37.81 M
Chesapeake	$590,000
Chester	$990,000
Clarksburg	$6.34 M
Clay	$180,000
Clearview village	$200,000
Clendenin	$460,000
Cowen	$190,000
Danville	$250,000
Davis	$260,000
Davy	$140,000
Delbarton	$210,000
Dunbar	$2.95 M
Durbin	$120,000
East Bank	$360,000
Eleanor	$660,000
Elizabeth	$350,000
Elk Garden	$90,000
Elkins	$2.91 M
Ellenboro	$150,000
Fairmont	$7.65 M
Fairview	$170,000
Falling Spring	$80,000
Farmington	$150,000
Fayetteville	$1.13 M
Flatwoods	$110,000
Flemington	$130,000
Follansbee	$1.13 M
Fort Gay	$290,000
Franklin	$270,000
Friendly	$50,000
Gary	$330,000
Gassaway	$350,000
Gauley Bridge	$230,000
Gilbert	$160,000
Glasgow	$350,000
Glen Dale	$570,000
Glenville	$600,000
Grafton	$2.07 M
Grant Town	$250,000
Grantsville	$210,000
Granville	$1.31 M
Hambleton	$90,000
Hamlin	$440,000
Handley	$130,000
Harman	$60,000
Harpers Ferry	$120,000
Harrisville	$700,000
Hartford	$250,000
Hedgesville	$120,000
Henderson	$110,000
Hendricks	$110,000
Hillsboro	$100,000
Hinton	$980,000
Hundred	$110,000
Huntington	$44.84 M
Hurricane	$2.68 M
Huttonsville	$90,000
Iaeger	$100,000
Jane Lew	$160,000
Junior	$200,000
Kenova	$1.23 M
Kermit	$150,000

Keyser	$2.05 M
Keystone	$90,000
Kimball	$60,000
Kingwood	$1.27 M
Leon	$60,000
Lester	$130,000
Lewisburg	$1.58 M
Logan	$610,000
Lost Creek	$190,000
Lumberport	$350,000
Mabscott	$530,000
Madison	$1.11 M
Man	$260,000
Mannington	$840,000
Marlinton	$400,000
Marmet	$570,000
Martinsburg	$8.92 M
Mason	$390,000
Masontown	$220,000
Matewan	$180,000
Matoaka	$80,000
McMechen	$710,000
Meadow Bridge	$140,000
Middlebourne	$310,000
Mill Creek	$290,000
Milton	$1.05 M
Mitchell Heights	$110,000
Monongah	$480,000
Montgomery	$630,000
Montrose	$60,000
Moorefield	$1.01 M
Morgantown	$10.65 M
Moundsville	$3.43 M
Mount Hope	$530,000
Mullens	$550,000
New Cumberland	$420,000
New Haven	$610,000
New Martinsville	$2.13 M
Newburg	$130,000
Nitro	$2.65 M
North Hills	$320,000
Northfork	$140,000
Nutter Fort	$630,000
Oak Hill	$3.37 M
Oakvale	$50,000
Oceana	$500,000
Paden	$970,000
Parsons	$580,000
Parkersburg	$22.45 M
Paw Paw	$200,000
Pax	$60,000
Pennsboro	$420,000
Petersburg	$1.10 M
Peterstown	$260,000
Philippi	$1.36 M
Piedmont	$330,000
Pine Grove	$200,000
Pineville	$240,000
Pleasant Valley	$1.31 M
Poca	$410,000
Point Pleasant	$1.69 M
Pratt	$230,000
Princeton	$2.36 M
Pullman	$60,000

Quinwood	$110,000
Rainelle	$630,000
Ranson corporation	$2.18 M
Ravenswood	$1.52 M
Reedsville	$250,000
Reedy	$70,000
Rhodell	$70,000
Richwood	$770,000
Ridgeley	$260,000
Ripley	$1.31 M
Rivesville	$380,000
Romney	$710,000
Ronceverte	$690,000
Rowlesburg	$240,000
Rupert	$370,000
Salem	$630,000
Sand Fork	$60,000
Shepherdstown	$800,000
Shinnston	$880,000
Sistersville	$530,000
Smithers	$310,000
Smithfield	$60,000
Sophia	$510,000
South Charleston	$5.01 M
Spencer	$850,000
St. Albans	$4.13 M
St. Marys	$740,000
Star	$810,000
Stonewood	$710,000
Summersville	$1.36 M
Sutton	$410,000
Sylvester	$60,000
Terra Alta	$620,000
Thomas	$230,000
Thurmond	$0.00
Triadelphia	$320,000
Tunnelton	$120,000
Union	$220,000
Valley Grove	$140,000
Vienna	$2.69 M
War	$290,000
Wardensville	$110,000
Wayne	$660,000
Weirton	$10.59 M
Welch	$680,000
Wellsburg	$1.05 M
West Hamlin	$300,000
West Liberty	$600,000
West Logan	$150,000
West Milford	$250,000
West Union	$330,000
Weston	$1.61 M
Westover	$1.74 M
Wheeling	$29.51 M
White Hall	$280,000
White Sulphur Springs	$980,000
Whitesville	$180,000
Williamson	$1.11 M
Williamstown	$1.19 M
Windsor Heights village	$160,000
Winfield	$980,000
Womelsdorf (Coalton)	$100,000
Worthington	$60,000

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE PROVISIONS OF THE FEDERAL HATCH ACT

RESOLUTION NO: **3-17-2021**

WHEREAS, the federal Hatch Act (5 USC, § § 1501 et seq.) restricts the political activity of local government employees employed in connection with programs financed in whole or in part by federal loans or grants; and

WHEREAS, the Hatch Act attempts to deter the political influence of public employees connected with federally funded programs; and

WHEREAS, the **Harrison County Commission** receives federal loans or grants from the federal government to support various programs; and

WHEREAS, local governments which receive loans and grants from the federal government are required to inform all employees of the provisions of the Hatch Act and to adopt a policy of compliance with its regulations;

THEREFORE, BE IT RESOLVED, that the Harrison County Commission appoints **William A. (Willie) Parker** to serve as Hatch Act Information Officer, and that as such he/she will inform each of the **Harrison County Commission** officials and employees of the provisions of the Hatch Act through the use of an employee manual, written memoranda or other written means of notification, maintain on file a copy of the brochure entitled *Political Activity and the State and Local Employee*, and monitor compliance with the provisions of the Hatch Act.

PASSED by the Harrison County Commission on this the 17th day of March 2021.

Susan J. Thomas, President
Harrison County Commission

ATTEST:

John Spires, County Clerk



HARRISON COUNTY COURT HOUSE

Harrison County Commission

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

12

COMMISSIONERS
DAVID L. HINKLE
PATSY TRECOST II
RONALD R. WATSON

HARRISON COUNTY COURTHOUSE OPERATIONS PLAN
COVID-19 PANDEMIC

The purpose and objective of this plan is to provide for the safety and welfare of all citizens during their necessary visits to the Harrison County Courthouse while striving to maximize the safety and health of officials and staff members providing services.

All officials encourage the public to limit visits to the Harrison County Courthouse and other county facilities for functions that are only absolutely necessary and must be completed in person. All citizens are reminded that many services or functions may be conducted by telephone, online, mail and/or established drop-off locations that do not require face-to-face contact.

In addition, the Harrison County Commission is required by legislative rule, a copy of §64CSR114 as amended is included for reference and noted as Exhibit A, to follow certain requirements for staff and visitors to the courthouse, annex and other county owned facilities. Therefore, until such time any current legislative rule is modified by state officials, and reviewed for implementation approval by the County Commission, the following will be the overall limit for non-staff individuals in certain county owned facilities. Please be aware the limit for certain service areas within each office in the facility may be lower.

1. Courthouse:
    a. Assessor – Sheriff Tax & Administrative Office – County Clerk – County Commission – Prosecuting Attorney – Circuit Clerk – Grant Department – IT Department – Probation – Planning Department
        i. Overall total of 35 individuals for non-circuit court related functions;
        ii. A detailed non-staff limit for each office service area will be outlined below;
        iii. Maintain six (6) foot distance requirements in all waiting or lobby areas;
2. Courthouse:
    a. Circuit Court:
        i. Personnel as authorized by presiding Circuit Court Judge;
        ii. Court docket schedule provided to courthouse security point each day;
        iii. Emergency proceedings as authorized by presiding Circuit Court Judge;
        iv. Maintain six (6) foot distance requirements in all waiting or lobby areas;
        v. Maintain six (6) foot distancing requirement within the courtroom as directed;

3. Annex:
    a. Voting:
        i. No more than four (4) individuals in the voting area;
        ii. No more than two (2) individuals in designated waiting area;
        iii. Maintain six (6) foot distance requirements in waiting or lobby areas;
        iv. Maintain six (6) foot distancing requirement within the office as directed;
    b. Service of Process:
        i. Maximum of one (1) individual or one family unit if more;
    c. Family Court:
        i. Personnel as authorized by presiding Family Court Judge;
        ii. Court docket schedules provided to annex security point each day;
        iii. Emergency proceedings as authorized by presiding Family Court Judge;
        iv. Maintain six (6) foot distance requirements in all waiting or lobby areas;
        v. Maintain six (6) foot distancing requirement within the courtroom as directed;
    d. Magistrate Court:
        i. Personnel as authorized by presiding Magistrate;
        ii. Court docket schedules provided to annex security point each day;
        iii. Maintain six (6) foot distance requirements in all waiting or lobby areas;
            1. Maximum of six (6) individuals in 3rd floor waiting area;
            2. Due to available space, no public waiting area on the 2nd floor;
        iv. Maintain six (6) foot distancing requirement within the courtroom as directed;
    e. Magistrate Court Clerk:
        i. Maximum of one (1) individual or one family unit if more;
4. Public Safety Building ---------- 1 Individual or 1 family unit if more
5. Animal Control Facility ---------- 1 Individual or 1 family unit if more
6. Parks & Recreation Bldg. ---------- Closed to Public Until Further Notice – By Appointment
7. WVU Extension Office ---------- ~~Closed to Public Until Further Notice – By Appointment~~
   Please see WVU Extension Service County COVID-19 Reopening Plan attached to this document.
8. Day Report Center ---------- Controlled Access – By Appointment
9. E911 Center – Secured Area --------- Controlled Access – Employees Only
10. E911 & OEM – Non-Secured Area -- Controlled Access – Entry Authorized By Management

The Harrison County Courthouse, Public Safety Building and Animal Control Facility will open to general public access for non-court related functions on Monday, June 1, 2020. The Governor removed the "Hot-Spot" designation for Harrison County on Monday, May 18, 2020. Therefore, all court functions may open to general public access, under the control and direction of the appropriate presiding official, on Tuesday, May 26, 2020. All court proceedings are subject to the current Administrative Order issued by the Supreme Court of Appeals of West Virginia, a copy of which is included for reference and noted as Exhibit B. The early voting polling location in the annex and other approved early voting polling locations will be open to general public access on Wednesday, May 27, 2020.

Except for court emergencies, the hours of operation for public access at county owned facilities will begin at ~~9:30~~ 9:00 a.m. (Changed August 12, 2020) This delay for public operations will allow for adequate time to conduct staff health and safety screenings. This designated public access time will be reviewed on an on-going basis for any possible adjustments. The hours of operation at early voting polling locations will follow appropriate state statutes on Saturday, May 30, 2020 and Saturday, June 6, 2020.

The detailed procedures for this "Operations Plan" are outlined in the following pages. These overall procedures will be periodically reviewed with all officials for any adjustments or improvements. All officials thank you for your assistance and cooperation.

PUBLIC:

1. **COURTHOUSE**
    a. Individuals will enter via the ramp area through the front door;
        i. Access to the Annex is via the 3rd Street entrance;
    b. Individuals will maintain at least six (6) feet of distance while waiting to enter;
    c. Individuals must wear a mask or face cover before entering the facility and wear until they have left the facility;
        i. Mask or face covering not required for early voting location at the courthouse – changed May 26, 2020;
    ~~d. Individuals will be required to complete a "Check-In Form", a copy of which is included for reference and noted as Exhibit C, in the front entrance area before going through security;~~
        ~~i.~~ Required Check-In Form for public deleted - changed May 26, 2020
        ii. This procedure will include a non-contact temperature reading performed by staff and certain questions to be answered; (Note: Written Check-In Form not required) changed August 19, 2020
            1. Access to the facility may be denied based upon the temperature reading and/or answers to these questions; - changed August 29, 2020
                a. Access will not be denied for certain constitution rights, such as voting, and required court appearances but additional security measures may be implemented and/or the service moved to another location;
            2. Please wait until called so staff may disinfect or clean table area;
    e. Once cleared, individuals will proceed through the normal screening procedure;
        i. Security staff will issue the individual a pre-numbered access tag so as to control the overall number of non-staff within the facility;
    f. The number of individuals on the elevators in the courthouse will be restricted to:
        i. Two (2) individuals and/or staff members in opposite diagonal corners; or
        ii. One (1) family unit if more than two;
    g. The number of individuals for each customer service area is as follows:
        i. Assessor:
            1. Maximum of one (1) individual or one family unit allowed inside personal property office at service counter;
            2. Maximum of one (1) individual or one family unit allowed inside real property office at service counter;
        ii. Tax Office:
            1. Maximum of four (4) individuals allowed inside office service area;
            2. One way traffic pattern in the customer area;
        iii. County Clerk:
            1. Maximum of four (4) individuals at service counter;
            2. Maximum of four (4) individuals in probate area;
            3. Maximum of ten (10) individuals in record room;
            4. Maximum of two (2) individuals in basement record room;
        iv. Prosecuting Attorney:
            1. Maximum of one (1) individual or one family unit in waiting area;
        v. County Commission:
            1. Maximum of one (1) individual or one family unit in office area;
        vi. Circuit Clerk:
            1. Maximum of one (1) individual or one family unit in office counter area;
        vii. Grants – IT Department Areas:
            1. Staff only in office areas;

viii. Planning Department – Address & Mapping Areas:
    1. Maximum of one (1) individual or one family unit in office service areas;
ix. Circuit Court Area Hearings & Procedures:
    1. Personnel as authorized by the presiding Circuit Judge and subject to the current Order issued by the Supreme Court of Appeals of West Virginia while maintaining compliance with any applicable legislative rule, federal and/or state regulation on distancing requirements;

h. Once you have completed your transactions and visit
    i. Please drop your access tag in the container located in the security area on the first floor;
    ii. Exit via the front door and down the steps;
        1. Do not use the ramp unless necessary for mobility related issues and you are unable to use the steps;
    iii. If you need to enter the annex, please exit the courthouse and enter the annex via the 3rd Street entrance;
        1. Individuals with mobility issues and unable to use steps will be directed on how to enter the annex via the connecting hall;

2. **ANNEX**
    a. Individuals will enter via the 3rd Street entrance located on the east side of the building;
        i. Individuals with mobility issues or unable to climb the steps will need to enter and exit via the ramp area of the courthouse;
    b. Individuals will maintain at least six (6) feet of distance while waiting to enter;
    c. Individuals must wear a mask or face cover before entering the facility and wear until they have left the facility;
        i. Mask or face covering not required for early voting location at the courthouse – changed May 26, 2020;
    d. ~~Individuals will be required to complete a "Check-In Form", a copy of which is included for reference and noted as Exhibit C, in the entrance area before going through security~~;
        ~~i.~~ Required Check-In Form for public deleted - changed May 26, 2020
        ii. This procedure will include a non-contact temperature reading performed by staff and certain questions to be answered; (Note: Written Check-In Form not required) changed August 19, 2020
            1. Access to the facility may be denied based upon the temperature reading and/or answers to these questions; changed August 19, 2020
                a. Access will not be denied for certain constitution rights, such as voting, and required court appearances but additional security measures may be implemented and/or the service moved to another location;
            2. Please wait until called so staff may disinfect or clean table area;
    e. Once cleared, individuals will proceed through the normal screening procedure;
        i. Security staff will issue the individual a pre-numbered tag so as to control the overall number of non-staff within the facility;
    f. The number of individuals on the elevators in the annex will be restricted to:
        i. One (1) individual and/or staff member or one (1) family unit;
    g. The number of individuals for each service area or location is as follows:
        i. Voting:
            1. Early Voting begins on Wednesday, May 27th and ends at the statutory time frame on Saturday, June 6th. In addition, the annex will be open on Saturday May 30th for early voting as per the statutory time frame;
            2. Effective May 27th and until further notice, maximum of four (4) individuals in the voting area and two (2) in designated waiting area;
                a. Note: On Saturday May 30th and Saturday, June 6th the maximum in the designated waiting area will be ten (10) individuals;

b. As noted previously, individuals will not be denied their constitutional right to vote but additional security measures may be implemented and/or the service moved to another location;
c. Individuals in line waiting for access to the facility at the close of business to vote will be issued the proper documentation to complete their right to vote;
d. Included for reference and noted as Exhibit D are the following:
    i. Order issued by the Secretary of State;
    ii. Legislative Rule §153CSR53;
    iii. Opinion of Attorney General issued March 18, 2020;

ii. Service of Process Office:
    1. Maximum of one (1) individual or one family unit in the office area;

iii. Family Court Area Hearings & Procedures:
    1. Personnel as authorized by the presiding Family Court Judge and subject to the current Order issued by the Supreme Court of Appeals of West Virginia while maintaining compliance with any applicable legislative rule, federal and/or state regulation on distancing requirements;
    2. Hearings to be conducted in courtrooms with compliance to six (6) foot spacing as much as possible;

iv. Magistrate Court Area Hearings & Procedures:
    1. Personnel as authorized by the presiding Magistrate and subject to the current Order issued by the Supreme Court of Appeals of West Virginia while maintaining compliance with any applicable legislative rule, federal and/or state regulation on distancing requirements;
    2. Hearings to be conducted in Magistrate courtroom with compliance to six (6) foot spacing as much as possible;
    3. Maximum of one (1) individual or one family unit in Magistrate office hallway on the 3rd floor;
    4. Maximum of six (6) individuals in 3rd floor waiting area;
    5. Maximum of one (1) individual or one family unit in Magistrate office area on the 2nd floor;

v. Magistrate Court Clerk Office Area:
    1. Maximum of one (1) individual or one family unit in office service area;

vi. Security – Inmate Staging & Holding – Control Room:
    1. Procedures that are adopted and in place will continue unless revised by the Sheriff in consultation with the County Commission;

h. Once you have completed your transactions and visit;
    1. Please exit the annex via Washington Street due to the fact, as much as possible, pedestrian traffic will be "one-way" in the annex;
    2. If you must travel between the annex and courthouse, please exit via Washington Street and enter the courthouse via the ramp area at the front door;
    3. Individuals with mobility issues and unable to use steps will be directed as to how to travel via the connecting hall and exit via the front door ramp area of the courthouse;
    4. If exit via Washington Street, please drop your access tag in the container located in the lobby at the exit area.

OFFICIALS & STAFF

1. **COURTHOUSE – ANNEX – GARAGE PARKING AREA**
    a. Officials and staff will enter the courthouse and annex as noted above for the public;
        i. Due to screening requirements for all officials and staff, you are not to enter the annex facility via Washington Street;
        ii. After 09:30 a.m. officials, staff and employees are not to utilize the 3rd Street Annex entrance with the exception of law enforcement personnel;
    b. Officials and staff parking in the garage will enter from that area after screening;
    c. Officials and staff will maintain at least six (6) feet of distance while waiting to enter;
    d. Officials and staff must wear a mask or face covering before entering the facility;
    e. Officials and staff will complete a "Check-In Form" before entering the facility;
        i. This procedure will include a non-contact temperature reading performed by administrative staff and certain questions to be answered;
        ii. Access to the facility may be denied or delayed based upon the temperature reading and/or answers to the questions;
            1. Security or administrative personnel will contact the County Administrator or Assistant County Administrator and the appropriate constitutional official if access is denied or delayed to any staff member;
        iii. Any official or employee arriving before the entrances are staffed by security and /or administrative personnel should report to the Control Room – Staging Area to complete the "Check-In Form" and related procedures;
    f. Officials and staff must wear a mask or face covering when traveling in common areas, lobbies, hallways etc...;
    g. Staff members must wear a mask or face covering when handling a service request from a member of the public at the service area of their office;
        i. Constitutional officials may have additional requirements for their staff members performing duties within their office areas;
        ii. Constitutional officials will draft a written procedure that outlines any additional requirements for their staff members as noted in item "f" and file a copy with the Office of the County Commission to be included in this document;
    h. Officials and staff members are to abide by the limit of individuals allowed to the various elevators;
    i. Regularly wash hands with soap and water;
    j. Disinfect and clean work area, computers, monitors, and other equipment as directed;

2. **PUBLIC SAFETY BUILDING & OTHER LAW ENFORCEMENT LOCATIONS & CENTRAL GARAGE**
    a. Staff members are to enter assigned entrance;
    b. Officials and staff will maintain at least six (6) feet of distance while waiting to enter;
    c. Officials and staff must wear a mask or face covering before entering the facility;
    d. Officials and staff will complete a "Check-In Form" before entering the facility beyond the lobby area;
        i. This procedure will include a non-contact temperature reading performed by administrative staff and certain questions to be answered;
        ii. Access to the facility may be denied or delayed based upon the temperature reading and/or answers to the questions;
            1. Administrative personnel will contact the County Administrator or Assistant County Administrator and the appropriate constitutional official if access is denied or delayed to any staff member;
        iii. Administrative personnel will scan and email the previous day "Check-In Forms" for all staff members and any non-staff visitors to the Office of the County Commission;
    e. Officials and staff must wear a mask or face covering when traveling in common areas, lobbies, hallways etc...;

f. Staff members are to adhere to any additional requirements of their respective constitutional official;
g. Regularly wash hands with soap and water;
h. Disinfect and clean work and equipment areas as needed and directed;

3. **E911 & OEM FACILITY – Controlled Access**
   a. Staff members are to enter assigned entrance;
   b. Staff will maintain at least six (6) feet of distance while waiting to enter;
   c. Staff must wear a mask or face covering before entering the facility;
   d. Staff will complete a "Check-In Form" before entering the facility beyond the lobby area;
      i. This procedure will include a non-contact temperature reading being completed and certain questions to be answered;
      ii. Access to the facility may be denied or delayed based upon the temperature reading and/or answers to the questions;
         1. If access is denied or delayed to any staff member, the employee will notify the on-duty supervisor. Thereafter established protocols are to be followed to contact appropriate departmental management personnel for notification of the County Administrator or Assistant County Administrator;
      iii. Administrative personnel will scan and email the previous day "Check-In Forms" for all staff members and any non-staff visitors to the Office of the County Commission;
   e. Staff must wear a mask or face covering when traveling in common areas, lobbies, hallways etc...;
   f. Staff members are to adhere to any additional requirements of their respective department supervisor and/or the Office of the County Commission;
   g. Regularly wash hands with soap and water;
   h. Disinfect and clean work area, computers, monitors, headsets and other equipment as directed;

4. **PARKS & RECREATION BUILDING – Closed to the Public – Visitors by Appointment Only**
   a. Staff members are to enter assigned entrance;
   b. Staff will maintain at least six (6) feet of distance while waiting to enter;
   c. Staff must wear a mask or face covering before entering the facility;
   d. Staff will complete a "Check-In Form" before entering the facility beyond the lobby area;
      i. This procedure will include a non-contact temperature reading being completed and certain questions to be answered;
      ii. Access to the facility may be denied or delayed based upon the temperature reading and/or answers to the questions;
         1. Administrative personnel will contact the County Administrator or Assistant County Administrator if access is denied or delayed to any staff member;
      iii. Administrative personnel will scan and email the previous day "Check-In Forms" for all staff members and any non-staff visitors to the Office of the County Commission;
   e. Staff must wear a mask or face covering when traveling in common areas, lobbies, hallways etc...;
   f. Staff members are to adhere to any additional requirements of their respective department supervisor and/or the Office of the County Commission;
   g. Regularly wash hands with soap and water;
   h. Disinfect and clean work area, computers, monitors, and other equipment as directed;

5. **ANIMAL CONTROL FACILITY – Restrict Access to Public - One Individual or One Family Unit**
    a. Staff members are to enter assigned entrance;
    b. Staff will maintain at least six (6) feet of distance while waiting to enter;
    c. Staff must wear a mask or face covering before entering the facility;
    d. Staff will complete a "Check-In Form" before entering the facility beyond the lobby area;
        i. This procedure will include a non-contact temperature reading being completed and certain questions to be answered;
        ii. Access to the facility may be denied or delayed based upon the temperature reading and/or answers to the questions;
            1. Administrative personnel will contact the County Administrator or Assistant County Administrator if access is denied or delayed to any staff member;
        iii. Administrative personnel will scan and email the previous day "Check-In Forms" for all staff members and any non-staff visitors to the Office of the County Commission;
    e. Staff must wear a mask or face covering when traveling in common areas, lobbies, hallways etc...;
    f. Staff members are to adhere to any additional requirements of their respective department supervisor and/or the Office of the County Commission;
    g. Regularly wash hands with soap and water;
    h. Disinfect and clean work area, computers, monitors, and other equipment as directed;

6. **WVU EXTENSION OFFICE – Closed to the Public – Visitors by Appointment Only**
    a. Staff members are to enter assigned entrance;
    b. Staff will maintain at least six (6) feet of distance while waiting to enter;
    c. Staff must wear a mask or face covering before entering the facility;
    d. Staff will complete a "Check-In Form" before entering the facility beyond the lobby area;
        i. This procedure will include a non-contact temperature reading being completed and certain questions to be answered;
        ii. Access to the facility may be denied or delayed based upon the temperature reading and/or answers to the questions;
            1. Administrative personnel will contact the County Administrator or Assistant County Administrator if access is denied or delayed to any staff member;
        iii. Administrative personnel will scan and email the previous day "Check-In Forms" for all staff members and any non-staff visitors to the Office of the County Commission;
    e. Staff must wear a mask or face covering when traveling in common areas, lobbies, hallways etc...;
    f. Staff members are to adhere to any additional requirements of their respective department supervisor and/or the Office of the County Commission;
    g. Regularly wash hands with soap and water;
    h. Disinfect and clean work area, computers, monitors, and other equipment as directed;

7. **DAY REPORT – HOME CONFINEMENT - Restricted Access - Visitors by Appointment Only**
    a. Staff members are to enter assigned entrance;
    b. Staff will maintain at least six (6) feet of distance while waiting to enter office area;
    c. Staff must wear a mask or face covering before entering the facility;
    d. Staff will complete a "Check-In Form" before entering the facility beyond the office lobby area;
        i. This procedure will include a non-contact temperature reading being completed and certain questions to be answered;
        ii. Access to the office area may be denied or delayed based upon the temperature reading and/or answers to the questions;

1. Administrative personnel will contact the County Administrator or Assistant County Administrator if access is denied or delayed to any staff member;

iii. Administrative personnel will scan and email the previous day "Check-In Forms" for all staff members and any non-staff visitors to the Office of the County Commission;

e. Staff must wear a mask or face covering when traveling in common areas, lobbies, hallways etc...;
f. Staff members are to adhere to any additional requirements of their respective department supervisor and/or the Office of the County Commission;
g. Regularly wash hands with soap and water;
h. Disinfect and clean work area, computers, monitors, and other equipment as directed;

8. **PROBATION DEPARTMENT**
   a. After normal operating hours, the Probation staff may utilize Washington Street as an entrance and exit to perform necessary court related functions;

9. **MAINTENANCE DEPARTMENT**
   a. In consultation with the County Administrator, the Director of Maintenance will assign an adequate number of individuals to be continuously cleaning common areas in annex and courthouse on a rotating basis during the day, including but not limited to, railings, doorknobs, counter service areas, tables or flat surfaces, elevators, door frames, lobby floors and to assist bailiffs & court staff on cleaning after hearings;
   b. In consultation with the County Administrator, the Director of Maintenance will develop a schedule and assign individuals for sanitizing & cleaning all office areas on a daily basis;
      i. Completion of these tasks may require mandatory overtime for certain staff members based upon other required tasks of the department;

10. **OTHER ITEMS – REQUIREMENTS**
    a. Constitutional officials will provide the Office of the County Commission an overall staffing plan and any additional COVID-19 staff work requirements within their respective office on or before May 26, 2020;
       i. Working remotely is still authorized - provide a written list of duties performed;
       ii. Splitting staff is still authorized between office and working remotely;
       iii. "Restrictive On-Call" status, which requires payment of compensation and is not to be confused with working remotely and assigned job duties, is no longer authorized;
    b. Officials do not desire nor will any official restrict any staff members travel plans. The right to travel is an extremely well documented constitutional right. However, in an effort to provide safeguards for the health and welfare of our co-workers and the public we serve, prior to any out-of-state travel all staff members are being advised to inform their supervising constitutional official or department head of any such travel;
       i. In an emergency situation, please contact your supervising constitutional official or department head as soon as possible;
       ii. Staff members should provide any available COVID-19 statistics for the designation area of their travel;
       iii. Staff members will provide the method of travel to their designation area;
       iv. Any staff member who willingly, knowingly and intentionally fails to disclose this information in an effort to conceal possible COVID-19 exposure, may be subject to disciplinary action, up to and including termination of employment;

v. Based upon the review by the supervising constitutional official, and in consultation with the Office of the County Commission, a staff member may be required to self-quarantine for up to fourteen (14) days before returning to work;
    1. If available and within the established regulations and/or policies, appropriate paid leave may be utilized;
    2. If no authorized and/or established paid leave is available, the staff member will not receive compensation for this time frame;

c. All provisions of the "Harrison County Employee Personnel Policies & Procedures Handbook" would apply to all procedures outlined in this document, a copy of certain current sections of the "Handbook" are included for reference and marked as Exhibit E with a complete copy of the "Handbook" is available on the Harrison County website;
d. If you feel ill contact you supervising constitutional official or department head – stay home or go home;
e. Report any COVID-19 positive result for yourself and/or any individual residing with or in contact with you;
f. Outside deliveries for the courthouse and annex should be left with security personnel at the front door of the courthouse;
    i. Any personal delivers should not be sent to your work location.

All Harrison County officials and administrative supervisors understand the need for limited governmental controls, regulations and directives. However, just as we all must adhere to certain traffic laws, wearing of seat belts, wearing of motorcycle helmets, utilizing approved car seats for our children or grandchildren and a host of other items in our everyday functions, these requirements are in place to provide for the health and safety of all individuals.

In an effort to provide for the utmost safety and welfare of the public and staff members, these procedures may be changed, modified and/or adjusted by the Harrison County Commission during any regular, special and/or emergency meeting.

If you have any questions, comments or would require additional information, please contact the County Administrator or Assistant County Administrator at the Office of the County Commission.

We appreciate your understanding and cooperation during these unusual times and circumstances for our world.

Ronald R. Watson, President

Patsy S. Trecost, II, Commissioner

David L. Hinkle, Commissioner

Harrison County Commission Meeting Schedule---2021

Date of Meeting Every Wednesday	Meeting Time	Submission Deadline for Agenda Items & Requistions			Agenda Documentation, Avaliable to Public and Distributed to Email List		
January 6, 2021	10:00am	Thursday	12/31/2021	11:00am	Monday	01/04/2021	2:00pm
January 13, 2021	10:00am	Friday	01/08/2021	11:00am	Monday	01/11/2021	2:00pm
January 20, 2021	10:00am	Thursday	01/14/2021	11:00am	Friday	01/15/2021	2:00pm
January 27, 2021	10:00am	Friday	01/22/2021	11:00am	Monday	01/25/2021	2:00pm
February 3, 2021	10:00am	Friday	01/29/2021	11:00am	Monday	02/01/2021	2:00pm
February 10, 2021	10:00am	Friday	02/05/2021	11:00am	Monday	02/08/2021	2:00pm
February 17, 2021	10:00am	Thursday	02/11/2021	11:00am	Friday	02/12/2021	2:00pm
February 24, 2021	10:00am	Friday	02/19/2021	11:00am	Monday	02/22/2021	2:00pm
March 3, 2021	10:00am	Friday	02/26/2021	11:00am	Monday	03/01/2021	2:00pm
March 10, 2021	10:00am	Thursday	03/05/2021	11:00am	Friday	03/08/2021	2:00pm
March 17, 2021	10:00am	Friday	03/12/2021	11:00am	Monday	03/15/2021	2:00pm
March 24, 2021	10:00am	Friday	03/19/2021	11:00am	Monday	03/22/2021	2:00pm
March 31, 2021	10:00am	Friday	03/26/2021	11:00am	Monday	03/29/2021	2:00pm
April 7, 2021	10:00am	Thursday	04/01/2021	11:00am	Monday	04/05/2021	2:00pm
April 14, 2021	10:00am	Friday	04/09/2021	11:00am	Monday	04/12/2021	2:00pm
April 21, 2021	10:00am	Friday	04/16/2021	11:00am	Monday	04/19/2021	2:00pm
April 28, 2021	10:00am	Friday	04/23/2021	11:00am	Monday	04/26/2021	2:00pm
May 5, 2021	10:00am	Friday	04/30/2021	11:00am	Monday	05/03/2021	2:00pm
May 12, 2021	10:00am	Friday	05/07/2021	11:00am	Monday	05/10/2021	2:00pm
May 19, 2021	10:00am	Friday	05/14/2021	11:00am	Monday	05/17/2021	2:00pm
May 26, 2021	10:00am	Friday	05/21/2021	11:00am	Monday	05/24/2021	2:00pm
June 2, 2021	10:00am	Thrusday	05/27/2021	11:00am	Friday	05/28/2021	2:00pm
June 9, 2021	10:00am	Friday	06/4/2021	11:00am	Monday	06/7/2021	2:00pm
June 16, 2021	10:00am	Friday	06/11/2020	11:00am	Monday	06/14/2021	2:00pm
June 23, 2021	10:00am	Thursday	06/17/2021	11:00am	Friday	06/18/2021	2:00pm
June 30, 2021	10:00am	Friday	06/25/2021	11:00am	Monday	06/28/2021	2:00pm

Harrison County Commission Meeting Schedule---2021

July 7, 2021	10:00am		Thursday	07/01/2021	11:00am		Friday	07/02/2021	2:00pm
July 14, 2021	10:00am		Friday	07/09/2021	11:00am		Monday	07/12/2021	2:00pm
July 21,2021	10:00am		Friday	07/16/2021	11:00am		Monday	07/19/2021	2:00pm
July 28, 2021	10:00am		Friday	07/23/2021	11:00am		Monday	07/26/2021	2:00pm
August 4, 2021	10:00am		Friday	07/30/2021	11:00am		Monday	08/02/2021	2:00pm
August 11, 2021	10:00am		Friday	08/06/2021	11:00am		Monday	08/09/2021	2:00pm
August 18, 2021	10:00am		Friday	08/13/2021	11:00am		Monday	08/16/2021	2:00pm
August 25, 2021	10:00am		Friday	08/20/2021	11:00am		Monday	08/23/2021	2:00pm
September 1, 2021	10:00am		Friday	08/27/2021	11:00am		Monday	08/30/2021	2:00pm
September 8, 2021	10:00am		Thursday	09/02/2021	11:00am		Friday	09/03/2021	2:00pm
September 15, 2021	10:00am		Friday	09/10/2021	11:00am		Monday	09/13/2021	2:00pm
September 22, 2021	10:00am		Friday	09/17/2021	11:00am		Monday	09/20/2021	2:00pm
September 29, 2021	10:00am		Friday	09/24/2021	11:00am		Monday	09/27/2021	2:00pm
October 6, 2021	10:00am		Friday	10/01/2021	11:00am		Monday	10/04/2021	2:00pm
October 13, 2021	10:00am		Thursday	10/07/2021	11:00am		Friday	10/08/2021	2:00pm
October 20, 2021	10:00am		Friday	10/15/2021	11:00am		Monday	10/18/2021	2:00pm
October 27, 2021	10:00am		Friday	10/22/2021	11:00am		Monday	10/25/2021	2:00pm
November 3, 2021	10:00am		Friday	10/29/2021	11:00am		Monday	11/01/2021	2:00pm
November 10, 2021	10:00am		Friday	11/05/2021	11:00am		Monday	11/08/2021	2:00pm
November 17, 2021	10:00am		Friday	11/12/2021	11:00am		Monday	11/15/2021	2:00pm
November 24, 2021	10:00am		Friday	11/19/2021	11:00am		Monday	11/22/2021	2:00pm
December 1, 2021	10:00am		Wednesday	11/24/2021	11:00am		Monday	11/29/2021	2:00pm
December 8, 2021	10:00am		Friday	12/03/2021	11:00am		Monday	12/06/2021	2:00pm
December 15, 2021	10:00am		Friday	12/10/2021	11:00am		Monday	12/13/2021	2:00pm
December 22, 2021	10:00am		Friday	12/17/2021	11:00am		Monday	12/20/2021	2:00pm
December 29, 2021	10:00am		Thursday	12/23/2021	11:00am		Monday	12/27/2021	2:00pm

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, March 3, 2021, through Tuesday, March 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, Wednesday, March 3, 2021, the following matters were disposed of in the presence of the Clerk:

A duly exemplified copy of the last will and testament of **BETTIE B FERRY**, deceased, late a resident of Bedford, Virginia, was admitted to record.

A duly exemplified copy of the last will and testament of **JOHN R FITZGERALD**, deceased, late a resident of Monroe, New York, was admitted to record.

A duly exemplified copy of the last will and testament of **ROBERT E BELCHER**, deceased, late a resident of Ocean, New Jersey, was admitted to record.

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

CONNIE SUE PEET, who was named in the last will and testament of **MABEL CHARLENE PEET**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly certified copy of the last will and testament of **ANTHONY P SIRIANNI JR**, deceased, late a resident of Marion, West Virginia, was admitted to record.

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

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **GARY PARKER** was appointed and qualified as ADMINISTRATOR of the estate of **MARLENE KAY PARKER**, deceased. No bond was required.

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

KENT S NUZUM, who was named in the last will and testament of **CARL NUZUM JR**, deceased, as EXECUTOR 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, **JAMES A VARNER** was appointed and qualified as CO ADMINISTRATOR of the estate of **EUGENIA DIANNE URCHAK**, deceased. Bond was 6,257,217.00. More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **JAMES E DENNY** was appointed and qualified as CO ADMINISTRATOR of the estate of **EUGENIA DIANNE URCHAK**, deceased. Bond was 6,257,217.00.

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

VANESSA K SQUIRES, who was named in the last will and testament of **KEITH A SQUIRES**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

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

ROSE MARY MIHALIAK, who was named in the last will and testament of **ROSE JOANN CARLOMANY**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

MICHAEL W DAVIS, who was named in the last will and testament of **MAE LOUISE DAVIS**, deceased, as EXECUTOR 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, **EDWARD GENE COFFMAN** was appointed and qualified as ADMINISTRATOR of the estate of **RONALD LEROY LEMASTERS**, deceased. No bond was required.

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

JUDITH D RUSSELL, who was named in the last will and testament of **RONALD EUGENE RUSSELL**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly certified copy of the last will and testament of **MARY ALICE ROMINE**, deceased, late a resident of Cabell , West Virginia, was admitted to record.

A duly certified copy of the last will and testament of **CARLAS A SPENCER**, deceased, late a resident of DODDRIDGE, WEST VIRGINIA, was admitted to record.

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

SHERRY ALLRED BROWN, who was named in the last will and testament of **ROBERT MERVIN BROWN**, deceased, as ANCILLARY ADMINISTRATOR thereof, qualified as such. No bond was required.

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

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

HEATHER ARVELO KILPATRICK, who was named in the last will and testament of **ALTHA EUNICE WILSON**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

LIEZL R NICHOLSON, who was named in the last will and testament of **DANIEL ALLEN NICHOLSON**, deceased, as ANCILLARY ADMINISTRATOR thereof, qualified as such. No bond was required.

A duly exemplified copy of the last will and testament of **DONALD LEE CUMMINS**, deceased, late a resident of INDIAN RIVER, FLORIDA, was admitted to record.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **BRENDA LEE STUTLER** was appointed and qualified as ADMINISTRATRIX of the estate of **WORTHY LAWRENCE STUTLER**, deceased. Bond was 4,0 00.00.

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

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **DAVID W BOLYARD JR** was appointed and qualified as ADMINISTRATOR of the estate of **DAVID RAY TERRY**, deceased. Bond was 50,000.00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **DAVID W BOLYARD JR** was appointed and qualified as ADMINISTRATOR of the estate of **BERTHA MAE WEBB**, deceased. Bond was 70,000.00.

The last will and testament of **ARTHUR HAMILTON PEET JR**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

CONNIE SUE PEET, who was named in the last will and testament of **ARTHUR HAMILTON PEET JR**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

MICHAEL ROBERT CURRY, who was named in the last will and testament of **LILLIAN LEXIE CURRY**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

John R Spires
Clerk of the Harrison County Commission

Wednesday, March 17, 2021

Confirmed

ORIGINAL
E-1

Sun Valley Public Service District

Regular Board Meeting

Tuesday, January 12, 2021

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

Present	Employees	Also Present
Richard "Gregg" Dale	Kevin Short	Logan Alastanos
Connor Thompson		Zack Dobbins

Elections of Officers

Connor Thompson made a motion to leave the officers in place as stated; Gregg Dale – Chairman; Connor Thompson – Treasurer; and Sandra Patterson – Secretary. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.

1. **Approval of Minutes**

   Connor Thompson made a motion to approve the minutes for Tuesday, December 15, 2020, as read. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**

   Connor Thompson made a motion to approve the Checks Signed Document dated 12/22/2020 through 1/12/21. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.

3. **2019 Water Project**

1. Zack Dobbins informed the Board that he had the Sun Valley Public Service District approving invoices that is relating to the Water Project and the authorizing payment thereof IJDC NO. 2018W-1775 with this being Resolution #2. Zack said the following is authorized and direct payment should be made to the following; JD Utilities for $2,240.00; The Thrasher Group for $17,038.77; and PRO Contracting in the amount of $114,775.06 for a grand total of $134,053.83. Zack said that after this draw there will be approximately $2,050,000.00 left in the IJDC loan, plus we haven't drawn any money from the $359,000.00 grant. The total Project was $2,955,000.00 which leaves us $2,400,000.00 to draw from. Zack and the Board members discussed this in detail. After discussion, **Connor Thompson made a motion to accept Resolution #2 of the Sun Valley Public Service District, approving invoices related to the Water Project, IJDC #2018W-1775 and authorizing payments thereof; JD Utilities for $2,240.00; The Thrasher Group for $17,038.77 and PRO Contracting for $114,775.06 for a grand total of $134,053.83. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**
2. Gregg asked Logan "where does it look we are going as far as money since we were kind of holding off and hoping that pipe prices were going to come down, but it doesn't appear that they have or are going to and are we still looking at coming in okay". Logan said the original

Project bid prices are what the Contractors bid so there will not be any changes in those and the only place that it could be potentially different is on the change orders which they are going out to look at now, so we will have a price back on that soon. Logan said all of the waterlines and the 85 customers that we initially bid, the price has already been set.

3. Kevin informed the Board that they had a construction meeting today and Logan is working with the Contractor on a few things. He said that he thought we were going to be sitting pretty as far as any overruns or anything. Kevin said they were willing to work with Brian Channel, the Project Inspector, on getting a place for him (as far as an office) to work from and as long as they are willing to work with us, we will work with him.

4. **Manager's Report**

A. Kevin provided the Board with a copy of the Compiled Financial Statement for the Fiscal Year that Ended June 30, 2020 and discussed in detail.

B. Kevin provided the Board with a copy of the Invoices Outstanding for December 31, 2020 and discussed.

C. Kevin provided the Board with a copy of the Aged Trial Balance sheet and informed them that it was printed before charges were created on December 30, 2020 and discussed.

D. Kevin informed the Board that before Zack left he would like to talk about the Revenue that is based on the last 6 months and Kevin said what is really bothersome to him is the last page on Sewer and we are still holding steady as we ended up finishing last year at 114% with approximately 48,000 net revenue, but at this moment we are at 37% and it is running pretty consistent. He said that in the last six months we have already lost $20,000.00 compared to the budget because of Covid-19, schools and businesses being shut down. Kevin said that what is worrying him is being out of bond compliance at the end of this fiscal year and not being able to put back the capital reserve. Kevin asked the Board if they wanted to move forward with a small rate increase on the Sewer side to get them healthy. Kevin and Zack and the Board discussed this in great detail.

E. Kevin provided the Board with a copy of the Water Loss Report July 2020 through June 2021 (6/24/20 thru 12/21/20) and discussed.

F. Kevin provided the Board with a copy of the Water and Sewer Spreadsheets that show the total amount billed compared to the total amount purchased for the month of December, 2020 and the total outstanding when the disconnects are mailed each month. Kevin and the Board discussed this in detail.

G. Kevin provided the Board with copies of the Bank Account Balances from July 31, 2020 thru December 31, 2020 and discussed.

H. Kevin provided the Board with copies of what Sewer owes Water, FY 2020-2021 and discussed.

I. Kevin provided the Board with a copy of the January, 2021 calendar, and discussed.

5. **Employee Issues**

1. **Connor Thompson made a motion to go into Executive Session to discuss Employee Issues. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.** Gregg Dale announced that the meeting was back in session. After discussion about various topics, the Board said due to unforeseen circumstances such as Covid-19 and in view of SVPSD's financial situation at the present; **Connor Thompson made a motion to put all pay raises on hold for 5 months and preferably 6 months. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**

2. **Connor Thompson made a motion to update the SVPSD vacation carry over procedure to be effective December 31, 2020 that no one employee can carry over more than 40 hours a year and any hours above 40 at the end of each calendar year will be bought back at the employees full wage. Connor Thompson also said that the 2021 vacation schedule must be submitted to the General Manager, Kevin Short by March 31, 2021. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**

6. **Next Board Meeting**
   Connor Thompson announced that the next Board Meeting will be February 9, 2021.

7. **Adjournment**
   There being no further business, **Connor Thompson made a motion to adjourn the meeting. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**

Chairman

Treasurer

Secretary

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ORIGINAL

Sun Valley Public Service District

Regular Board Meeting

Tuesday, February 9, 2021

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

Present	Employees	Also Present
Richard "Gregg" Dale	Kevin Short	Logan Alastanos
Connor Thompson		Zack Dobbins
Sandra Patterson		

1. **Approval of Minutes**
   Sandra Patterson made a motion to approve the minutes for Tuesday, January 12, 2021, as read. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**
   Sandra Patterson made a motion to approve the Checks Signed Document dated 1/12/21 through 2/09/21. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.

3. **2019 Water Project**

1. Logan informed the Board that he had a progress update for them. He said they will have some change orders because of where they had to delay the start date. Logan said that Contract #1 was 30% complete and Contract #2 is 25% complete. They are currently working on Rush Run road and they are starting to add another crew in Marshville on the waterline extension and they are completing the site work for the new tank. Logan said they will have pay reconciliation #2 this evening for Contract #1, but there is not one for Contract #2, and no change orders to date.
2. Zack Dobbins informed the Board that he had the Sun Valley Public Service District approving invoices that is relating to the Water Project and the authorizing payment thereof IJDC NO. 2018W-1775 with this being Resolution #3. Zack said the following is authorized and direct payment should be made to the following; JD Utilities for $1,642.00; The Thrasher Group for $23,408.50; and PRO Contracting in the amount of $213,546.07 for a grand total of $238,596.57. Zack said after this draw down we will have requested $786,580.35 of the $2,596,000.00 loan that we have and as of date we have not requested any money from the $359,000.00 grant. Zack and the Board discussed this in detail. After discussion, **Connor Thompson made a motion to accept Resolution #3 of the Sun Valley Public Service District, approving invoices related to the Water Project, IJDC #2018W-1775 and authorizing payments thereof; JD Utilities for $1,642.00; The Thrasher Group for $23,408.50; and PRO Contracting in the amount of $213,546.07 for a grand total of $238,596.57. Sandra Patterson seconded the motion. All in favor, none opposed and none abstained.**
3. Kevin said before Zack leaves, he has prepared comparisons from 2019 before Covid-19 and

after Covid-19. Kevin and Zack and the Board discussed the difference of before and after Covid-19 in dollar amounts on what was lost in great detail. After much discussion, **Connor Thompson made a motion to proceed with the filing for the Covid-19 relief surcharge for our Sewer System at $1.58 per 1000 gallons. Sandra Patterson seconded the motion. All in favor, none opposed and none abstained.**

4. **Manager's Report**

A. Kevin provided the Board with a copy of the Aged Trial Balance sheet and informed them that it was printed before charges were created on January 27, 2021 and discussed.

B. Kevin provided the Board with a copy of the Water and Sewer Bond payment schedule and advised the Board that all of the Bond payments were paid to date.

C. Kevin provided the Board with a copy of the Water Loss Report July 2020 through June 2021 (6/24/20 thru 1/21/21) and discussed.

D. Kevin provided the Board with a copy of the Water and Sewer Spreadsheets that show the total amount billed compared to the total amount purchased for the month of January, 2021 and the total outstanding when the disconnects are mailed each month. Kevin and the Board discussed this in detail.

E. Kevin provided the Board with copies of the Invoices that are outstanding for the end of the month, 1/31/21, and discussed.

F. Kevin provided the Board with copies of the Temporary Water Service Usage report for January, 2021 and for the Fiscal Year 2020-2021 (July 1, 2020 to January 31, 2021) and discussed.

G. Kevin provided the Board with copies of the February, 2021 and March, 2021 calendars, and discussed.

5. **Next Board Meeting**

Sandra Patterson announced that the next Board Meeting will be March 9, 2021.

6. **Adjournment**

There being no further business, **Connor Thompson made a motion to adjourn the meeting. Sandra Patterson seconded the motion. All in favor, none opposed and none abstained.**

Chairman

Treasurer

Secretary

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RECEIVED
MAR 12 2021
HARRISON COUNTY COMMISSION

E-2

EAST VIEW PUBLIC SERVICE DISTRICT
1655 PHILIPPI PIKE
CLARKSBURG, WV 26301

MEETING MINUTES

MARCH 9, 2021 AT NOON

The regular meeting of the East View Public Service District was held March 9, 2021 at noon.

Those in attendance: Michael Blake, James Harbert, Dawn Hogue, Laura Guzzi, Thurman Shingleton, Dave Layton and Jane Bryant.

FINANCIAL:

1. WV Municipal Bond - $2838
2. USDA Rural Development Loan - $1081
3. Clarksburg Water Board - $2099.56
4. Clarksburg Sanitary Board - $4917.46
5. Payroll – $3760
6. Bennett & Dobbins $500
7. CWCR Account - $682
8. HNB 2.5 % - $485
9. Tetrick and Bartlett - $1318.34
10. Frontier - $156.31
11. Dominion Energy - $123
12. US Cellular - $62.52
13. Unifirst - $90.88
14. Staples - $401.87
15. Mon Power - $95.66
16. HNB - $70.75
17. Enterprise Sanitation - $38.35
18. Federal Deposit - $786.23 (Withholdings)
19. State of WV Deposit - $149 (Withholdings)
20. Workforce - $172.02
21. The Town of Anmoore - $23.39
22. Miss Utility –$16.80
23. USPS - $180.64
24. Misc - $585.62

NEW BUSINESS:

1. Our request submitted to the Harrison County Commission for appointment of Thomas Bryant to the board was discussed. The Harrison County Commissioned tabled the

appointment to request additional information. That information was emailed to Mr. Parker and Mr. Bryant was to meet with Charlotte Shaffer of the Harrison County Planning Department. We had hoped the appointment would be in time for the new appointee to attend the upcoming Board Member Training through the Public Service Commission.

2. We discussed a temporary replacement for Field Representative/Maintenance employee due to a medical leave of absence.
3. We discussed again any options to acquire a newer truck through a donation type of acquisition or a bid on some type of vehicle.
4. The board discussed options for a new PSD sign as the old one has rusted and faded.

OLD BUSINESS:

1. Tetrick & Bartlett was submitted to the State Auditor's Office for approval of audit for 2020/21/22.

2. Starting in April we will begin identifying locations for lead and copper testing.

3. Drop box approved by the board and ordered.

MONTHLY EXPENDITURES		PERIODICAL EXPENDITURES		
WV MUNICIPAL BOND	$2,838	MISC Advantage Computer		$375.00
USDA RURAL DEVELOPMENT LOAN	$1,081	RLI		
CLARKSBURG SANITARY BOARD	$4,917.46	WV CoRP		
CLARKSBURG WATER BOARD	$2,099.56	BRICKSTREET		$0
PAYROLL	$3,760			
BENNETT AND DOBBINS PLLC	$500	Excavating/Line Repair		$0
ENTERPRISE SANITATION	$38	Tetrick and Bartlett		1318.34
DOMINION	$123			
MON POWER	$95.66	CORE & MAIN		$0
FRONTIER	$156.31	Reliance Labs	Lead and Copper/Tthm+HAAS	$0
UNIFIRST	$90.88	**MISC**		$586
US CELLULAR	$62.52	Federal and State Withholdings		$935
USPS	$180.64	Building Equipment/Maintenance/Supplies		$401.87
THE TOWN OF ANMOORE	$23	Hydrant Flushing		
MISS UTILITY	$17	WV RURAL WATER ASSO.		

FINANCIAL STATEMENT	MONTH/YEAR		FEB	2021	
BANK STATEMENTS					
MAIN ACCT	$33,853.72				
BOND ACCT	$18,401.47	Required	$34,055		
USDA ACCT	$13,272.12	Required	$12,972		
R & R ACCT	$10,068.50				
SECURITY DEPOSITS ACCT	$18,751.00				
CWCR ACCT	$8,819.00				

E-3

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
02/01/2021 - 02/28/2021

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	165,679.86	181,839.25	(16,159.39)	99.05%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	35.03	315.42	(280.39)	0.02%
MISCELLANEOUS/RECONNECT FEES	-	916.33	(916.33)	0.00%
QUIET DELL LEASE	500.00	500.00	-	0.30%
TAP FEES	1,050.00	933.33	116.67	0.63%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	167,264.89	184,504.33	(17,239.44)	
EXPENSES				
ACCT, BILLING, & COLLECTING	3,804.37	4,362.92	(558.55)	2.48%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
CHEMICALS	75.00	353.92	(278.92)	0.05%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	15,600.00	24,596.00	(8,996.00)	10.15%
DIRECTORS FEES	492.63	595.08	(102.45)	0.32%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	6,057.11	5,470.42	586.69	3.94%
LAB SERVICE	1,177.22	553.00	624.22	0.77%
LABOR	26,634.64	27,340.00	(705.36)	17.34%
MAINTENANCE	2,408.76	11,040.75	(8,631.99)	1.57%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	35.00	82.92	(47.92)	0.02%
OUTSIDE SERVICES/CONTRACT LABOR	8,772.25	6,035.83	2,736.42	5.71%
POWER PURCHASED	3,612.57	3,159.58	452.99	2.35%
PROPERTY/LIABILITY & INJURIES INSURANCE	6,340.97	2,944.42	3,396.55	4.13%
REGULATORY COMMISSION	-	547.83	(547.83)	0.00%
RENEWAL & REPLACEMENT	4,147.64	4,583.67	(436.03)	2.70%
RENT EXPENSE	2,500.00	2,500.00	-	1.63%
TAXES	2,303.90	2,401.83	(97.93)	1.50%
TRANSPORTATION	1,980.66	2,335.08	(354.42)	1.29%
UTILITIES	819.84	806.58	13.26	0.53%
WATER PURCHASED	66,868.28	79,265.58	(12,397.30)	43.53%
TOTAL EXPENSES	153,630.84	178,975.42	(25,344.58)	
NET SURPLUS (DEFICIT)	13,634.05	5,528.92	8,105.13	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
02/01/2021 - 02/28/2021

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	168,545.06	162,239.25	6,305.81	83.02%
FACILITIES CHARGE	2,500.00	2,500.00	-	1.23%
INTEREST INCOME	53.58	60.25	(6.67)	0.03%
MISCELLANEOUS/RECONNECT FEES	-	28.67	(28.67)	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	2,500.00	142.92	2,357.08	1.23%
UNUSUAL CHARGE	29,422.13	10,068.75	19,353.38	14.49%
TOTAL INCOME	203,020.77	175,039.83	27,980.94	
EXPENSES				
ACCT, BILLING, & COLLECTING	1,082.11	685.92	396.19	0.71%
BRIDGEPORT SANITARY BOARD	10,000.00	8,732.33	1,267.67	6.58%
CHEMICALS	747.00	1,920.08	(1,173.08)	0.49%
CLARKSBURG SANITARY BOARD	1,781.60	1,763.17	18.43	1.17%
DEBT SERVICE	40,099.49	40,099.50	(0.01)	26.38%
DIRECTORS FEES	307.37	499.17	(191.80)	0.20%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	3,779.22	3,784.58	(5.36)	2.49%
LAB SERVICE	400.96	383.92	17.04	0.26%
LABOR	13,962.85	16,356.75	(2,393.90)	9.18%
MAINTENANCE	10,980.49	9,708.50	1,271.99	7.22%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	1,069.85	1,135.50	(65.65)	0.70%
OUTSIDE SERVICES/CONTRACT LABOR	21,289.48	23,191.00	(1,901.52)	14.00%
POWER PURCHASED	14,411.68	10,317.08	4,094.60	9.48%
PROPERTY/LIABILITY & INJURIES INSURANCE	3,369.03	2,082.75	1,286.28	2.22%
REGULATORY COMMISSION	-	619.25	(619.25)	0.00%
RENEWAL & REPLACEMENT	25,123.45	37,500.00	(12,376.55)	16.53%
RENT EXPENSE	-	-	-	0.00%
TAXES	1,298.76	1,133.67	165.09	0.85%
TRANSPORTATION	1,235.80	1,477.42	(241.62)	0.81%
UTILITIES	1,083.34	634.25	449.09	0.71%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	152,022.48	162,024.83	(10,002.35)	
NET SURPLUS (DEFICIT)	50,998.29	13,015.00	37,983.29	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
02/01/2021 - 02/28/2021

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	334,224.92	344,078.50	(9,853.58)	90.26%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.68%
INTEREST INCOME	88.61	375.67	(287.06)	0.02%
MISCELLANEOUS/RECONNECT FEES	-	945.00	(945.00)	0.00%
QUIET DELL LEASE	500.00	500.00	-	0.14%
TAP FEES	3,550.00	1,076.25	2,473.75	0.96%
UNUSUAL CHARGE	29,422.13	10,068.75	19,353.38	7.95%
TOTAL INCOME	370,285.66	359,544.17	10,741.49	
EXPENSES				
ACCT, BILLING, & COLLECTING	4,886.48	5,048.83	(162.35)	1.60%
BRIDGEPORT SANITARY BOARD	10,000.00	8,732.33	1,267.67	3.27%
CHEMICALS	822.00	2,274.00	(1,452.00)	0.27%
CLARKSBURG SANITARY BOARD	1,781.60	1,763.17	18.43	0.58%
DEBT SERVICE	55,699.49	64,695.50	(8,996.01)	18.22%
DIRECTORS FEES	800.00	1,094.25	(294.25)	0.26%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	9,836.33	9,255.00	581.33	3.22%
LAB SERVICE	1,578.18	936.92	641.26	0.52%
LABOR	40,597.49	43,696.75	(3,099.26)	13.28%
MAINTENANCE	13,389.25	20,749.25	(7,360.00)	4.38%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	1,104.85	1,218.42	(113.57)	0.36%
OUTSIDE SERVICES/CONTRACT LABOR	30,061.73	29,226.83	834.90	9.84%
POWER PURCHASED	18,024.25	13,476.67	4,547.58	5.90%
PROPERTY/LIABILITY & INJURIES INSURANCE	9,710.00	5,027.17	4,682.83	3.18%
REGULATORY COMMISSION	-	1,167.08	(1,167.08)	0.00%
RENEWAL & REPLACEMENT	29,271.09	42,083.67	(12,812.58)	9.58%
RENT EXPENSE	2,500.00	2,500.00	-	0.82%
TAXES	3,602.66	3,535.50	67.16	1.18%
TRANSPORTATION	3,216.46	3,812.50	(596.04)	1.05%
UTILITIES	1,903.18	1,440.83	462.35	0.62%
WATER PURCHASED	66,868.28	79,265.58	(12,397.30)	21.88%
TOTAL EXPENSES	305,653.32	341,000.25	(35,346.93)	
NET SURPLUS (DEFICIT)	64,632.34	18,543.92	46,088.42	

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/20 - 02/28/21

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	1,482,174.08	1,454,714.00	27,460.08	97.12%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	327.62	2,523.33	(2,195.71)	0.02%
MISCELLANEOUS/RECONNECT FEES	32,924.55	7,330.67	25,593.88	2.16%
QUIET DELL LEASE	4,000.00	4,000.00	-	0.26%
TAP FEES	6,650.00	7,466.67	(816.67)	0.44%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	1,526,076.25	1,476,034.67	50,041.58	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	39,044.06	34,903.33	4,140.73	2.71%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
CHEMICALS	841.59	2,831.33	(1,989.74)	0.06%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	187,875.95	196,768.00	(8,892.05)	13.02%
DIRECTORS FEES	3,945.25	4,760.67	(815.42)	0.27%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	49,902.03	43,763.33	6,138.70	3.46%
LAB SERVICE	6,230.55	4,424.00	1,806.55	0.43%
LABOR	227,501.58	218,720.00	8,781.58	15.76%
MAINTENANCE	76,638.18	88,326.00	(11,687.82)	5.31%
MISCELLANEOUS EXPENSE	13,133.03	-	13,133.03	0.91%
OFFICE SUPPLIES & EXPENSE	928.20	663.33	264.87	0.06%
OUTSIDE SERVICES/CONTRACT LABOR	47,599.60	48,286.67	(687.07)	3.30%
POWER PURCHASED	24,803.01	25,276.67	(473.66)	1.72%
PROPERTY/LIABILITY & INJURIES INSURANCE	29,112.55	23,555.33	5,557.22	2.02%
REGULATORY COMMISSION	6,668.76	4,382.67	2,286.09	0.46%
RENEWAL & REPLACEMENT	40,500.26	36,669.33	3,830.93	2.81%
RENT EXPENSE	20,000.00	20,000.00	-	1.39%
TAXES	19,678.89	19,214.67	464.22	1.36%
TRANSPORTATION	25,715.07	18,680.67	7,034.40	1.78%
UTILITIES	6,745.27	6,452.67	292.60	0.47%
WATER PURCHASED	616,521.67	634,124.67	(17,603.00)	42.71%
TOTAL EXPENSES	1,443,385.50	1,431,803.33	11,582.17	100.00%
NET SURPLUS (DEFICIT)	82,690.75	44,231.33	38,459.42	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/20 -02/28/2021

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	1,424,736.00	1,297,914.00	126,822.00	89.77%
FACILITIES CHARGE	20,000.00	20,000.00	-	1.26%
INTEREST INCOME	495.66	482.00	13.66	0.03%
MISCELLANEOUS/RECONNECT FEES	-	229.33	(229.33)	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	13,900.00	1,143.33	12,756.67	0.88%
UNUSUAL CHARGE	127,912.77	80,550.00	47,362.77	8.06%
TOTAL INCOME	1,587,044.43	1,400,318.67	186,725.76	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	5,103.92	5,487.33	(383.41)	0.46%
BRIDGEPORT SANITARY BOARD	70,269.09	69,858.67	410.42	6.27%
CHEMICALS	10,585.00	15,360.67	(4,775.67)	0.94%
CLARKSBURG SANITARY BOARD	16,220.72	14,105.33	2,115.39	1.45%
DEBT SERVICE	318,812.92	320,796.00	(1,983.08)	28.43%
DIRECTORS FEES	2,254.75	3,993.33	(1,738.58)	0.20%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	31,050.06	30,276.67	773.39	2.77%
LAB SERVICE	3,978.81	3,071.33	907.48	0.35%
LABOR	110,252.86	130,854.00	(20,601.14)	9.83%
MAINTENANCE	147,300.37	77,668.00	69,632.37	13.14%
MISCELLANEOUS EXPENSE	0.26	-	0.26	0.00%
OFFICE SUPPLIES & EXPENSE	7,909.26	9,084.00	(1,174.74)	0.71%
OUTSIDE SERVICES/CONTRACT LABOR	169,840.52	185,528.00	(15,687.48)	15.15%
POWER PURCHASED	98,016.64	82,536.67	15,479.97	8.74%
PROPERTY/LIABILITY & INJURIES INSURANCE	14,082.45	16,662.00	(2,579.55)	1.26%
REGULATORY COMMISSION	4,865.50	4,954.00	(88.50)	0.43%
RENEWAL & REPLACEMENT	88,096.91	300,000.00	(211,903.09)	7.86%
RENT EXPENSE	-	-	-	0.00%
TAXES	6,576.55	9,069.33	(2,492.78)	0.59%
TRANSPORTATION	11,856.49	11,819.33	37.16	1.06%
UTILITIES	4,153.74	5,074.00	(920.26)	0.37%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	1,121,226.82	1,296,198.67	(174,971.85)	100.00%
NET SURPLUS (DEFICIT)	465,817.61	104,120.00	361,697.61	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
07/01/20 -02/28/21

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	2,906,910.08	2,752,628.00	154,282.08	93.38%
FACILITIES CHARGE	20,000.00	20,000.00	-	0.64%
INTEREST INCOME	823.28	3,005.33	(2,182.05)	0.03%
MISCELLANEOUS/RECONNECT FEES	32,924.55	7,560.00	25,364.55	1.06%
QUIET DELL LEASE	4,000.00	4,000.00	-	0.13%
TAP FEES	20,550.00	8,610.00	11,940.00	0.66%
UNUSUAL CHARGE	127,912.77	80,550.00	47,362.77	4.11%
TOTAL INCOME	3,113,120.68	2,876,353.33	236,767.35	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	44,147.98	40,390.67	3,757.31	1.72%
BRIDGEPORT SANITARY BOARD	70,269.09	69,858.67	410.42	2.74%
CHEMICALS	11,426.59	18,192.00	(6,765.41)	0.45%
CLARKSBURG SANITARY BOARD	16,220.72	14,105.33	2,115.39	0.63%
DEBT SERVICE	506,688.87	517,564.00	(10,875.13)	19.76%
DIRECTORS FEES	6,200.00	8,754.00	(2,554.00)	0.24%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	80,952.09	74,040.00	6,912.09	3.16%
LAB SERVICE	10,209.36	7,495.33	2,714.03	0.40%
LABOR	337,754.44	349,574.00	(11,819.56)	13.17%
MAINTENANCE	223,938.55	165,994.00	57,944.55	8.73%
MISCELLANEOUS EXPENSE	13,133.29	-	13,133.29	0.51%
OFFICE SUPPLIES & EXPENSE	8,837.46	9,747.33	(909.87)	0.34%
OUTSIDE SERVICES/CONTRACT LABOR	217,440.12	233,814.67	(16,374.55)	8.48%
POWER PURCHASED	122,819.65	107,813.33	15,006.32	4.79%
PROPERTY/LIABILITY & INJURIES INSURANCE	43,195.00	40,217.33	2,977.67	1.68%
REGULATORY COMMISSION	11,534.26	9,336.67	2,197.59	0.45%
RENEWAL & REPLACEMENT	128,597.17	336,669.33	(208,072.16)	5.01%
RENT EXPENSE	20,000.00	20,000.00	-	0.78%
TAXES	26,255.44	28,284.00	(2,028.56)	1.02%
TRANSPORTATION	37,571.56	30,500.00	7,071.56	1.46%
UTILITIES	10,899.01	11,526.67	(627.66)	0.42%
WATER PURCHASED	616,521.67	634,124.67	(17,603.00)	24.04%
TOTAL EXPENSES	2,564,612.32	2,728,002.00	(163,389.68)	100.00%
NET SURPLUS (DEFICIT)	548,508.36	148,351.33	400,157.03	

GREATER HARRISON COUNTY PSD - WATER
Statement of Cash Flows
February 2021

OPERATING ACTIVITIES		
Net Income (Loss)	$	13,634.05
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Receivable	$	-
Accounts Payable	$	(12,782.42)
Customer Deposits	$	1,469.07
Due (From) To Sewer Fund	$	12,845.74
Net cash provided by Operating Activities	$	15,166.44
INVESTING ACTIVITIES		
Fixed Assets	$	-
	$	-
Net cash provided by Investing Activities	$	-
FINANCING ACTIVITIES		
5.5 Agreement	$	-
Grants	$	-
Net cash provided by Financing Activities	$	-
Net cash increase for period	$	15,166.44
Cash at beginning of period	$	953,650.28
Cash at end of period	**$**	**968,816.72**
Unrestricted Cash	$	628,320.46
Restricted Cash		
Depreciation Reserve	$	261,278.30
Bond Commission Sweep	$	26,503.00
Customer Deposits	$	52,714.96
Total Restricted Cash	$	340,496.26
Total Unrestricted & Restricted Cash	**$**	**968,816.72**
	$	-

GREATER HARRISON COUNTY PSD - SEWER
Statement of Cash Flows
February 2021

OPERATING ACTIVITIES		
Net Income (Loss)	$	50,998.29
Adjustments to reconcile Net Income		
to net cash provided by operations:		
Accounts Payable	$	(13,053.14)
Customer Deposits	$	1,062.06
Payroll Liabilities	$	1,596.27
Due (From) To Water Fund	$	(12,845.74)
Net cash provided by Operating Activities	$	27,757.74
INVESTING ACTIVITIES		
1450 · WORK IN PROGRESS:Row's & Land	$	-
Fixed Assets Project	$	(697,422.49)
Net cash provided by Investing Activities	$	(697,422.49)
FINANCING ACTIVITIES		
	$	-
Refund on MBC Account	$	5,033.00
Draw on Bond & Grants	$	693,001.41
Net cash provided by Financing Activities	$	698,034.41
Net cash increase for period	$	28,369.66
Cash at beginning of period	$	1,347,196.01
Cash at end of period	**$**	**1,375,565.67**
Unrestricted Cash	$	679,480.85
Restricted Cash		
Construction Account	$	1,698.09
Depreciation Reserve	$	589,877.58
Rural Development Reserve	$	25,265.85
Bond Commission Sweep	$	40,424.24
Customer Deposits	$	38,819.06
Total Restricted Cash	$	696,084.82
Total Unrestricted & Restricted Cash	**$**	**1,375,565.67**
	$	-

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TO: WVCoRP Members

FROM: Chris Carey, Administrator

DATE: March 8, 2021

SUBJECT: WVCoRP Dividend Rate Credit

I am pleased to announce that WVCoRP's Supervisory Board has approved a $300,000 dividend distribution to entities that were members during any of the following fiscal years: 17-18, 18-19, and 19-20. The dividend plan has been submitted to the West Virginia Offices of the Insurance Commissioner, and upon approval, the dividend will appear as a credit on FY21-22 WVCoRP Renewal Proposals of affected members. West Virginia law requires a waiting period of two years on dividend returns.

WVCoRP is the only member-owned group self-insurance risk pool for public entities in West Virginia, and I hope this dividend gives you a sense of the unique advantages that ownership brings. We realize that not everyone seeing this memo will receive a dividend this year, but this return shows the value of maintaining membership in the Pool for the long haul. The Risk Pool has returned dividends before, and now in response to the positive performance of its members as well as the unprecedented conditions created by the COVID-19 pandemic, the board is proud to see funds returned to participants again.

Despite recent volatility in the commercial insurance market, this dividend credit is evidence of the Risk Pool's ongoing strong financial position and reflects WVCoRP's philosophy that surplus funds belong to the members.

We are preparing correspondence to each member receiving the dividend, which will indicate the dividend amount to be applied at renewal. Thank you for your continued WVCoRP membership. We look forward to serving you in the coming fiscal year.

Purchase Requisitions - March 17, 2021

Date of Meeting	March 17, 2021		
Work Order Number	Vendor Name	Amount of Invoice-Quote	Description
32688	CDWG	$114.09	Projector Mount/ Courtroom
32814	APCO International	$105.93	Communications Manual/911
32816	APCO International	$120.00	Recertification/ B.Delaney911
32817	Sandy's True Value	$39.36	Lost Creek Tower/ Repairs
32818	APCO International	$105.00	P5T1 Manual B.Delaney/911
32860	APCO International	$795.00	Instructor Upgrades / 911
32866	WM Corporate Services Inc.	$161.47	Waste Collection Services
32874	Comfort Communications Inc.	$519.55	911 Replacement Headsets
32889	BSN Sports	$497.20	Volleyball Set Poles
32896	UniFirst Corporation	$61.05	Carpet Runner Rental
32898	APCO International	$105.93	Communications Manual/911
32902	Anmoore EMS	$15,394.50	Allotment
32903	Bridgeport Fire Department / EMS	$4,260.70	Allotment
32904	Harrison County EMS	$28,923.00	Allotment
32905	City of Salem	$4,416.20	Allotment
32906	A-1 Exterminating Co. Inc.	$75.00	Pest Control / 911 Center
32907	Furbar Enterprises	$991.99	Installation Emergency Lights
32908	Rick Miller	$79.16	Reimbursement for Pants
32909	Lowes Home Center	$38.92	Materials & Supplies Park&Rec
32911	Lowes Home Center	$78.91	Materials & Supplies Park&Rec
32912	Lowes Home Center	$84.67	Materials & Supplies Park&Rec
32913	Lowes Home Center	(-11.38)	Returned Supplies
32914	Lowes Home Center	(-8.53)	Returned Supplies
32915	Lowes Home Center	(-5.93)	Tax Correction
32916	Amazon	$185.82	Prizes for Lego Challenge
32917	MCM Business Systems	$59.00	Business Cards Sheriff's Dept.
32920	Frontier Communications	$10.89	Service / Courthouse
32921	U.S. Cellular	$238.72	Service /Animal Control
32922	Buffington Photography, Inc.	$326.00	Portraits / Sitting Fee
32923	Ace Aggregates, LLC	$3,576.94	North Rail Trail Construction
32924	Tygart Valley Conservation District	$10,430.00	North Rail Trail Construction
32925	Staples	$1,495.78	Office Supplies
32927	Clarksburg-Harrison Regional Housing	$1,000.00	Contribution
32928	The Thrasher Group	$2,715.00	Professional Service
32929	Casto Technical Services, Inc.	$10,815.00	Install BTS Mitsu. Wall Mount
32930	Fifth Third Bank	$83.61	Logmein Open Voice
32931	Reynoldsville Vol. Fire Department	$8,388.96	Reimbursement / Truck Repair
32932	APCO International	$45.00	EMD/Recertification-B.Martin
32933	APCO International	$105.93	Fire Service Comm./ Manual
32934	MCM Business Systems	$1,799.94	Toner Assessor's Office
32935	West Virginia Division of Labor	$180.00	Certificate of Operation/ Elev.

Purchase Requisitions - March 17, 2021

32936	R.D. Wilson Sons & Company	$220.57	Courthouse Supplies
32937	A-1 Exterminating Co. Inc.	$50.00	Pest Control / Animal Control
32940	BB&T	$654.55	Mat for Tax Office
32942	Mountain Media LLC	$264.00	Legal Ad Reminder Notice
32944	Stationers	$49.23	Office Supplies for Tax Office
32945	State Electric Supply Company	$12,989.85	Security Cameras/Grant Reimb
32954	The Exponent Telegram	$43.56	Legal Ad/ Public Hearing
32955	Johnson Control	$1,027.00	Ser. Fire System/Senior Cent.
32956	Selex ES Inc.	$9,225.00	Warrenty on LPR/Law Enforce.
32957	Sandy's True Value	$7.56	Keys/Sheriff's Department
32961	State Electric Supply Company	$442.78	Lock Replacement /Basement
32962	Frontier Communications	$5,110.63	Service / Bureau
32965	Ace Aggregates, LLC	$4,456.64	North Rail Trail Construction
32966	Sandy's True Value	$324.51	Materials & Supplies Park&Rec
32967	BB&T	$2,436.65	Various Supply Items
32969	Mon Power	$162.08	Fire Fighters Training Building
32970	Mon Power	$26.07	Service at Spelter Park
32971	Foster Supply	$1,080.00	North Rail Trail Construction
32972	Woodford Oil Company	$9,447.95	4,001.0 Gallons Unleaded Fuel
32973	Sherwin Williams	$658.27	Paint for 609 W.M St.Property
32974	Lowes Home Center	$90.67	Maintenance Supplies
32975	Lowes Home Center	$70.42	Maintenance Supplies
32976	Amtower Auto Supply, Inc.	$154.61	Control Arm & Ball
32977	Sandy's True Value	$132.58	Various Maintenance Supplies
32978	Fisher Auto Parts	$4.16	Radiator stop leak
32979	Fisher Auto Parts	$104.60	Rotors & Brake Pads
32981	Harry Green	$179.90	wheel Alignments
32982	Chenoweth Ford	$349.19	Garage Shop Supplies
32983	Chenoweth Ford	$265.84	Socket ASY/ Cruiser
32987	City of Clarksburg	$105.00	Parking Family Court
Curtis Diaz	Curtis Diaz	$96.00	Wellness Reimbursement
	Total	$148,654.09	