Wednesday, January 19, 2022

10:00 A.M.

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

10:05 A.M. --- Nuisance Hearing --- Michael Lyons --- New Creek & Wilsonburg

10:15 A.M. --- Nuisance Hearing --- Charles, Dana, & James Crites --- East View/Tiffany Terrace

10:30 A.M. --- Nuisance Hearing --- Joyce Stire --- Meadowbrook

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices: *(NONE)***
4. **Minutes and /or Amended Minutes of Previous Meeting**
   - **A. Special Meeting 01-10-2022**
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A. Vendor Requisition List of Payments**
6. **Exonerations --- Corrective Tickets --- Joint Property Application**
   - **A. Exonerations --- See Exhibit A**
7. **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 2021 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. 30 --- $71,231.87**
     1. **Wolfe Excavating --- 48,941.34**
     2. **Civil & Environmental Consultants --- $ 22,290.53**

B. Requisition for Payment No. 30 --- Genesis Partners, Limited Partnership $3561.59

8. 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 (*NONE*)
9. Review – Discuss - Consider Monthly Minutes/Financial Information from Various Boards, Committees and Public Service Districts
   A. Sun Valley PSD --- Meeting Minutes 12-14-2021
   B. Sun Valley PSD --- Financials 12-31-2021
   C. Enlarged Hepzibah PSD --- Meeting Minutes 12-13-2021
   D. Enlarged Hepzibah PSD --- Financials 12-2021
10. Review – Discuss – Consider Sheriff Matheny as Sheriff's Office Nomination for Harrison/Taylor E911 Advisory Board --- Requesting Advice and Consent from Harrison County Commission on this Appointment
11. Review – Discuss – Consider Subsidizing Frank Loria Memorial Field by Allocating $8,000 for the Youth of Clarksburg and Harrison County
12. Review – Discuss – Consider Mike Secreto as North Central WV Law Enforcement Council's Nomination for Harrison/Taylor E911 Advisory Board --- Requesting Advice and Consent from Harrison County Commission on this Appointment
13. Review – Discuss – Consider Administrative Cost Schedule for FOIA Requests
14. Administrator's Report
15. Commissioner Comments - Questions

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

A. Weekly Fiduciary Report from the County Clerk
B. Monthly Fiduciary Commission Settlements: (*NONE*)

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

1-19-2022
10:05 A.M.

Property Owners Name	Michael Lee Lyons Jr & Michelle Lynn Gum				Case# 448	
Address	1247 New Creek Rd Salem, WV 26426-8556					
Address of Property In Review	3519 Wilsonburg Rd District 07 MAP 1123 PARCEL 88					
Date Of Complaint	10/15/2021	Date of Notice	12/3/2021	Date of Certified Mail		
Date of 1st Notice	10/19/2021	Date of Certified Letter	12/3/2021	Date of Served Process to Sheriff		
Date of Certified Letter sent	10/19/2021	Date of Served Process to Sheriff	12/3/2021	Received Date of Certified Mail		
Date of Served Process to Sheriff	10/19/2021	Received Date of Certified Letter	N/A	Received Date of Served Process		
Received Date of Certified Letter	Returned	Received Date of Served Process	1/5/2022	Date File transferred to Legal		
Received Date of Served Process	10/22/2021	Hearing Date and Time 10:00AM	1/19/2022	Court Date and Time		
Time for Correction	30 Days	Action Taken @ Hearing		Hearing Outcome		
Extended Time		Date of Certified Mail				
		Date of Served Process to Sheriff				
		Date of Received Certified Mail				
		Received Date of Served Process				
		Extended Time				

Notes:

Date: October 19, 2021

Case #448

Property Owner/Address
Michael Lee Lyons Jr
Michelle Lynn Gum
1247 New Creek Road
Salem, WV 26426

Identification/Location of Property
Address: 3519 Wilsonburg Rd
District: 07
Tax Map: 1123
Parcel: 88

An initial determination has been made that you have created a public nuisance because of the condition of the referenced property. The problems noted are:

1. Dilapidated structure
2. Junk around structure
3. Excessive vegetation

You are requested to correct these conditions within thirty (30) days from the date of the receipt of this letter. Failure to correct these conditions within (30) days from the date of receipt of this notice shall be cause for the Harrison County Commission to conduct a show cause hearing to determine if a nuisance exists. Upon such determination, the County Commission may seek an injunction in circuit court to abate the nuisance. In the event that removal by the Harrison County Commission is necessary, the property owner may be liable for all expenses incurred by Harrison County.

Information concerning this ordinance can be obtained from the office of the Harrison County Planning Department, located:

Harrison County Courthouse
301 West Main Street
Clarksburg, WV, 26301
Telephone (304) 624-8690

HARRISON COUNTY PLANNING COMMISSION

By: _____
Robert Leonard, Code Officer

Harrison County Sheriff's Office
Sheriff & Treasurer Robert G. Matheny
420 Buckhannon Pike
Nutter Fort, WV 26301
P.(304) 423-7700 F.(304) 423-7945

PLANNING COMMISSION

Return # 171214
Process # CIV21-06765
Docket # 448
Reference #

STATE OF WEST VIRGINIA }
COUNTY OF HARRISON }
}
}
HARRISON COUNTY PLANNING COMMISSION } IN PERSON
Plaintiff, }
- vs - }
MICHAEL LEE LYONS, JR; MICHELLE LYNN GUM }
Defendants }

I hereby certify that on the **21st day of October, 2021**, **a Letter**, in the above entitled action, came into my hand for service. That on the **22nd day of October, 2021** at **2:45 PM**, in said county, **I did serve the documents on MICHAEL LEE LYONS, JR and/or MICHELLE LYNN GUM.**
Served the within **a Letter** on the within named **LYONS, MICHAEL LEE, JR** by delivering a copy of the within **a Letter** to him/her in person in Harrison County, West Virginia, on the **22nd day of October, 2021** at **2:45 PM**.

Item	Disburse To	Amount Owed	Amount Paid
		Total Owed	**$0.00**
		Total Paid	**$0.00**
		Uncollectible	**$0.00**
		Remaining	**$0.00**

Invoice # IN202106895
HARRISON COUNTY PLANNING COMMISSION
301 W MAIN ST, CLARKSBURG, WV 26301

Comments

Date Returned 10/22/21

Signed Sandra Mikes **Date** 10-22-2021

Robert Matheny
Harrison County
By: Sandra Mikes
420 BUCKHANNON PKE
NUTTER FORT, WV 26301
Phone: (304) 423-7700
Fax: (304) 423-7945

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

Date: October 19, 2021

Case #448

Property Owner/Address
Michael Lee Lyons Jr
Michelle Lynn Gum
1247 New Creek Road
Salem, WV 26426

Identification/Location of Property
Address: 3519 Wilsonburg Rd
District: 07
Tax Map: 1123
Parcel: 88

An initial determination has been made that you have created a public nuisance because of the condition of the referenced property. The problems noted are:

1. Dilapidated structure
2. Junk around structure
3. Excessive vegetation

You are requested to correct these conditions within thirty (30) days from the date of the receipt of this letter. Failure to correct these conditions within (30) days from the date of receipt of this notice shall be cause for the Harrison County Commission to conduct a show cause hearing to determine if a nuisance exists. Upon such determination, the County Commission may seek an injunction in circuit court to abate the nuisance. In the event that removal by the Harrison County Commission is necessary, the property owner may be liable for all expenses incurred by Harrison County.

Information concerning this ordinance can be obtained from the office of the Harrison County Planning Department, located:

Harrison County Courthouse
301 West Main Street
Clarksburg, WV, 26301
Telephone (304) 624-8690

HARRISON COUNTY PLANNING COMMISSION

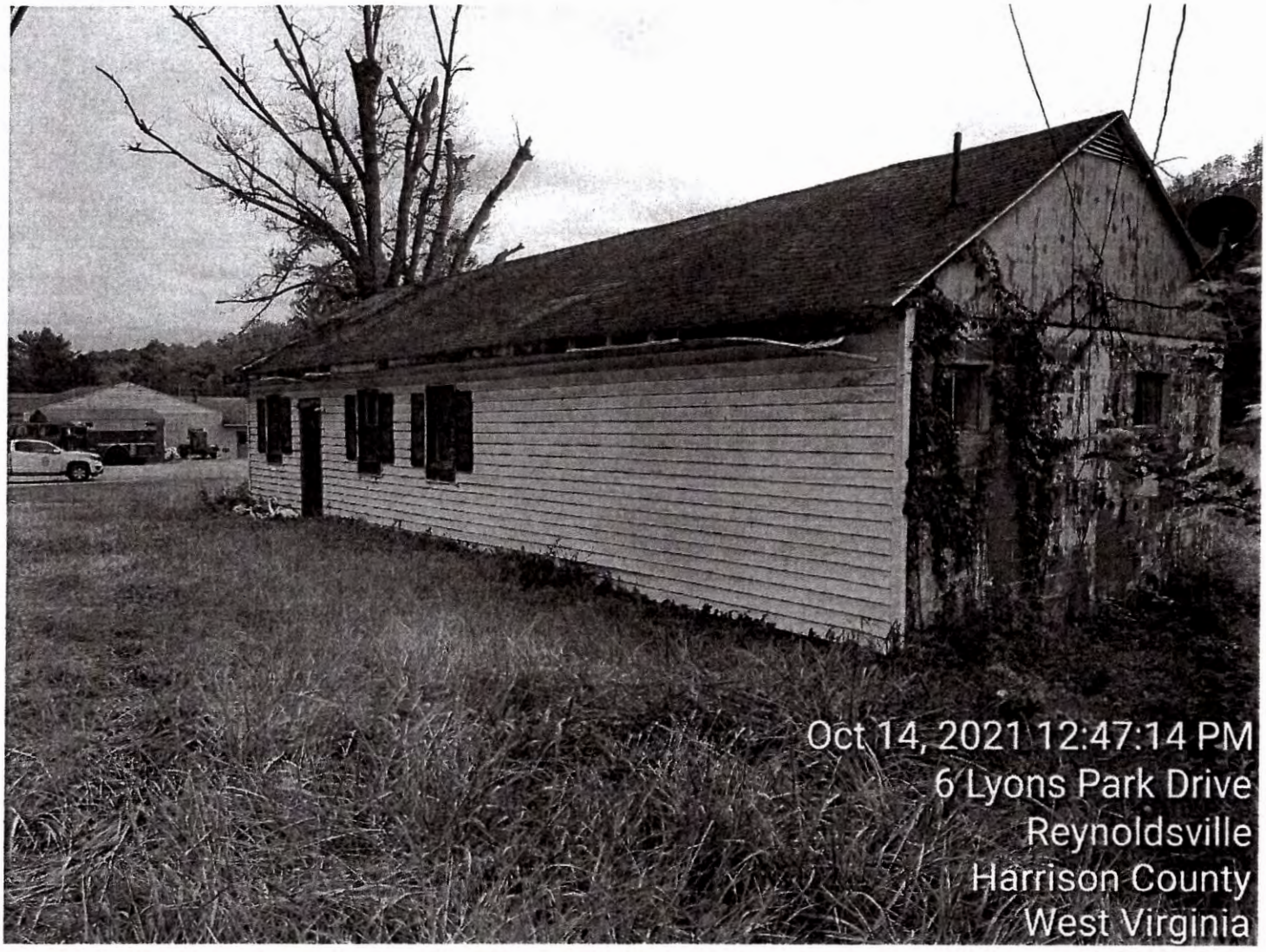
By: Robert Leonard

Robert Leonard, Code Officer

6765


Oct 14, 2021 12:46:45 PM
3477 Wilsonburg Road
Reynoldsville
Harrison County
West Virginia


Oct 14, 2021 12:46:55 PM
6 Lyons Park Drive
Reynoldsville
Harrison County
West Virginia


Oct 14, 2021 12:47:14 PM
6 Lyons Park Drive
Reynoldsville
Harrison County
West Virginia

7011 0470 0001 5865 1093

U.S. Postal Service™

CERTIFIED MAIL™ RECEIPT

(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com®

OFFICIAL USE

Postage	$ 6.88
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	$

Postmark Here

Sent To: Michael Lee Lyons Jr & Michelle Lynn Gum

Street, Apt. No.; or PO Box No.: 132 Haymond Highway

City, State, ZIP+4: Clarksburg, WV 26301

PS Form 3800, August 2006 — See Reverse for Instructions



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
SUSAN J. THOMAS
PATSY TRECOST II

Michael Lee Lyons Jr. and Michelle Gum
1247 New Creek Road
Salem, WV 26426
Tax Map 1123 Parcel 88
Case # 448 3519 Wilsonburg Road

December 3, 2021

NOTICE OF HEARING

You are hereby notified that the Harrison County Commission has scheduled a hearing on Wednesday, January 19, 2021 at 10:00 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.

Charlotte Shaffer, Planning Director

Harrison County Sheriff's Office
Sheriff & Treasurer Robert G. Matheny
420 Buckhannon Pike
Nutter Fort, WV 26301
P.(304) 423-7700 F.(304) 423-7945

PLANNING COMMISSION

Return # 172754
Process # CIV22-00012
Docket # 448
Reference #

STATE OF WEST VIRGINIA }
COUNTY OF HARRISON }
}
}
HARRISON COUNTY PLANNING COMMISSION }
Plaintiff, } SUBSTITUTE SERVICE
- vs - }
MICHAEL LEE LYONS, JR; MICHELLE LYNN GUM }
Defendants }

I hereby certify that on the **3rd day of January, 2022**, **a NOTICE OF HEARING**, in the above entitled action, came into my hand for service. That on the **5th day of January, 2022** at **2:37 PM**, in said county, **I did serve the documents on MICHAEL LEE LYONS, JR and/or MICHELLE LYNN GUM**.
Served the within **a NOTICE OF HEARING** on the within named **MICHAEL LEE LYONS, JR and/or MICHELLE LYNN GUM**, on the **5th day of January, 2022** at **2:37 PM** by delivering on that day a copy of said **a NOTICE OF HEARING** to **ALISHA HICKMAN (NIECE)** , (a member of His/Her family over the age of sixteen years), at His/her usual place of abode, in Harrison County, West Virginia, giving the said **ALISHA HICKMAN (NIECE)** information of the purport of said **a NOTICE OF HEARING** the said **MICHAEL LEE LYONS, JR and/or MICHELLE LYNN GUM** not being found.

Item	Disburse To	Amount Owed	Amount Paid
		Total Owed	**$0.00**
		Total Paid	**$0.00**
		Uncollectible	**$0.00**
		Remaining	**$0.00**

Invoice # IN202200012
HARRISON COUNTY PLANNING COMMISSION
301 W MAIN ST, CLARKSBURG, WV 26301

Comments

Date Returned 1/5/22

Signed Sandra Mikes **Date** 1-5-2022

Robert Matheny
Harrison County
By: Sandra Mikes
420 BUCKHANNON PKE
NUTTER FORT, WV 26301
Phone: (304) 423-7700
Fax: (304) 423-7945



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
SUSAN J. THOMAS
PATSY TRECOST II

Michael Lee Lyons Jr. and Michelle Gum
1247 New Creek Road
Salem, WV 26426
Tax Map 1123 Parcel 88
Case # 448 3519 Wilsonburg Road

December 3, 2021

NOTICE OF HEARING

You are hereby notified that the Harrison County Commission has scheduled a hearing on Wednesday, January 19, 2022 at 10:00 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.

Charlotte Shaffer, Planning Director

0012


Oct 14, 2021 12:46:45 PM
3477 Wilsonburg Road
Reynoldsville
Harrison County
West Virginia


Oct 14, 2021 12:47:14 PM
6 Lyons Park Drive
Reynoldsville
Harrison County
West Virginia


Oct 14, 2021 12:46:55 PM
6 Lyons Park Drive
Reynoldsville
Harrison County
West Virginia



Sheriff of Harrison County • 301 West Main Street • • Clarksburg, WV 26301
(304) 624-8685

Pay your taxes online

Harrison County Real Property - Tax Year: 2021

Ticket Number: 0000022070 **Account Number:** 06416764

District: 07 - COAL-OUTSIDE **More Info:** Details

Owner Name: LYONS MICHAEL LEE JR & MICHELLE LYNN GUM **In Care of:** **Address:** 1247 NEW CREEK RD SALEM WV 264268556 **Lending Inst:**	**Property:** 2 LOTS #5 6 B J REYNOLDS SD #1 INC PCL 89 **Map:** 1123 **Parcel:** 0088 0000 0000 **Lot Size:** **Acreage:** **Book:** W201 **Page:** 805

Tax Class: 3	Homestead Exemption:	Back Tax:	Exoneration:	Prior Delinquents:	Special Disposition:

DUE: First Half: **188.64** If paid by: **10/31/2021** Second Half: **182.56** If paid by: **03/01/2022** Total Due: **371.20** If paid by: **10/31/2021**

ASSESSMENT:

Assessment	GROSS	NET	TAX (1/2 Year)
Land	11220	11220	
Building	4860	4860	
Total	16080	16080	187.24

PAYMENTS RECEIVED:

	First Half	Second Half
Net	.00	.00
Discount	.00	.00
Interest	.00	.00
Total	.00	.00
Date	none paid	none paid

Format for Printer

Click here to begin a new search.

Software Systems, Inc.
23 South University Avenue
Morgantown, WV 26508

© Software Systems, Inc. All rights reserved

7011 0470 0001 5865 1048

U.S. Postal Service™

CERTIFIED MAIL™ RECEIPT

(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com®

OFFICIAL USE

Postage	$
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	$

Postmark Here

Sent To: Michael Lee Lyons Jr & Michelle Gum

Street, Apt. No.; or PO Box No.: 1247 New Creek Road

City, State, ZIP+4: Salem WV 26426-8556

PS Form 3800, August 2006 — See Reverse for Instructions


Jan 13, 2022 10:59:34 AM
3443 Wilsonburg Road
Reynoldsville
Harrison County
West Virginia

1-19-2022
10:15 A.M.

Property Owners Name	Charles Crites, Dana Crites & James Crites **Case** 391				
Address	PO Box 161 Anmoore 26323 East View				
Address of Property In Review	229 Tiffany Terrace Anmoore **Map:** 102 **Parcel:** 4				
Date of Complaint	2/5/2021	Date of Notice of hearing	12/3/2021	Date of Certified Mail	
Date of 1st Notice	2/5/2021	Date of Certified Letter	12/3/2021	Date of Served Process to Sheriff	
Date of Certified Letter sent	2/5/2021	Date of Served Process to Sheriff	12/3/2021	Received Date of Certified Mail	
Date of Served Process to Sheriff	2/5/2021	Received Date of Certified Letter	N/A	Received Date of Served Process	
Received Date of Certified Letter	2/23/2021	Received Date of Served Process	N/A	Date File transferred to Legal	
Received Date of Served Process	2/25/2021	Hearing Date 10:15am	1/19/2022	Court Date and Time	
Time for Correction	30 days	Action Taken @ Hearing		Hearing Outcome	
Extended Time		Date of Certified Mail			
		Date of Served Process to Sheriff			
		Date of Received Certified Mail			
		Received Date of Served Process			
		Extended Time			

Notes:

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

Date: February 5, 2021

Case # 391

Property Owner / Address

Charles Crites, Dana Crites, James Crites
PO Box 161
Anmoore, WV 26323

Identification / Location of Property

Tax Map – 102
Parcel – 4
East View

An initial determination has been made that you have created a public nuisance because of the condition of the referenced property. The problems noted are:

1. Trash on the property
2. Junk on the property
3. Dilapidated, uninhabitable structure on the property

You are requested to correct these conditions within thirty (30) days from the date of receipt of this letter. Failure to correct these conditions within the allotted time shall be cause for The Harrison County Commission to conduct a show cause hearing to determine if a nuisance exists. Upon such determination, The County Commission may seek an injunction in The Circuit Court of Harrison County to abate the nuisance. In the event that removal by The Harrison County Commission is necessary, the property owner may be liable for all expenses incurred by Harrison County.

Information concerning this ordinance can be obtained from the office of the Harrison County Planning Department at 301 West Main Street, Clarksburg, WV 2630.

Respectfully,

Danny Hamrick, Code Officer, CFM
304-624-8750
dhamrick@harrisoncountywv.com




POSTED
PRIVATE PROPERTY
NOTICE



Sheriff of Harrison County • 301 West Main Street • • Clarksburg, WV 26301
(304) 624-8685

Pay your taxes online 

Harrison County Real Property - Tax Year: 2021

Ticket Number: 0000000648 **Account Number:** 06320965

District: 01 - CLARK-OUTSIDE **More Info:** Details

Owner Name: CRITES CHARLES & DANA 1/2 INT & JAMES CRITES ETAL 1/2 INT **In Care of:** **Address:** PO BOX 161 ANMOORE WV 263230161 **Lending Inst:**	**Property:** 1 LOT 42 U L CO 5TH ADD **Map:** 102 **Parcel:** 0004 0000 0000 **Lot Size:** **Acreage:** **Book:** 1328 **Page:** 149

Tax Class: 3	Homestead Exemption:	Back Tax:	Exoneration:	Prior Delinquents:	Special Disposition:
					Previously Sold

DUE: First Half: 98.51 If paid by: 09/30/2021 Second Half: 96.05 If paid by: 03/01/2022 Total Due: 194.56 If paid by: 09/30/2021

ASSESSMENT:

Assessment	GROSS	NET	TAX (1/2 Year)
Land	4920	4920	
Building	3540	3540	
Total	8460	8460	98.51

PAYMENTS RECEIVED:

	First Half	Second Half
Net	.00	.00
Discount	.00	.00
Interest	.00	.00
Total	.00	.00
Date	none paid	none paid

Format for Printer

Click here to begin a new search.

Software Systems, Inc.
73 South University Avenue
Morgantown, WV 26501

© Software Systems, Inc. All rights reserved

7011 0470 0001 5865 1550

CERTIFIED MAIL™ RECEIPT

(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com

OFFICIAL USE

Postage	$
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	$

Postmark Here

02/05/2021

391

Sent To CHARLES CRITES, DANA, JAMES

Street, Apt. No.; or PO Box No. PO BOX 161

City, State, ZIP+4 ANMOORE WV 26323

PS Form 3800, August 2006 See Reverse for Instructions

SENDER: *COMPLETE THIS SECTION*

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

CHARLES CRITES, DANA CRITES, JAMES CRITES
PO BOX 161
ANMOORE, WV 26323

9590 9402 4665 8323 1135 89

2. Article Number *(Transfer from service label)*

7011 0470 0001 5865 1550

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X Charles Crites

☐ Agent
☐ Addressee

B. Received by *(Printed Name)*

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

ANMOORE WV
FEB 23 2021
26323

3. Service Type

☐ Adult Signature
☐ Adult Signature Restricted Delivery
☑ Certified Mail®
☐ Certified Mail Restricted Delivery
☐ Collect on Delivery
☐ Collect on Delivery Restricted Delivery
☐ Insured Mail
☐ ...ail Restricted Delivery
☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restricted Delivery
☑ Return Receipt for Merchandise
☐ Signature Confirmation™
☐ Signature Confirmation Restricted Delivery

PS Form 3811, July 2015 PSN 7530-02-000-9053 Domestic Return Receipt

Harrison County Sheriff's Office
Sheriff & Treasurer Robert G. Matheny
420 Buckhannon Pike
Nutter Fort, WV 26301
P.(304) 423-7700 F.(304) 423-7945

OUT OF COUNTY

Return # 165687
Process # CIV21-01113
Docket # 391
Reference #

STATE OF WEST VIRGINIA }
COUNTY OF HARRISON }
}
}
HARRISON COUNTY PLANNING COMMISSION }
Plaintiff, } SHERIFF'S RETURN OF PERSONAL SERVICE
- vs - }
DANA CRITES CHARLES CRITES, JAMES CRITES }
Defendant }

I hereby certify that on the **18th day of February, 2021**, **a Letter**, in the above entitled action, came into my hand for service. That on the **25th day of February, 2021** at **3:04 PM**, in said county, **I did serve the documents on DANA CRITES CHARLES CRITES, JAMES CRITES**. By then and there delivering to and leaving with: **CHARLES CRITES (IN PERSON)** at **229 TIFFANY TER, CLARKSBURG, WV 26301**

Item	Disburse To	Amount Owed	Amount Paid
		Total Owed	**$0.00**
		Total Paid	**$0.00**
		Uncollectible	**$0.00**
		Remaining	**$0.00**

Invoice # IN202101120
HARRISON COUNTY PLANNING COMMISSION
301 W MAIN ST, CLARKSBURG, WV 26301

Comments

Date Returned 2/25/21

Signed Dawn Bourgeois **Date** 25 Feb 2021

Robert Matheny
Harrison County
By: Dawn Bourgeois
420 BUCKHANNON PKE
NUTTER FORT, WV 26301
Phone: (304) 423-7700
Fax: (304) 423-7945

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

Date: February 5, 2021

Case # 391

Property Owner / Address

Charles Crites, Dana Crites, James Crites
PO Box 161
Anmoore, WV 26323

Identification / Location of Property

Tax Map – 102
Parcel – 4
East View

An initial determination has been made that you have created a public nuisance because of the condition of the referenced property. The problems noted are:

1. Trash on the property
2. Junk on the property
3. Dilapidated, uninhabitable structure on the property

You are requested to correct these conditions within thirty (30) days from the date of receipt of this letter. Failure to correct these conditions within the allotted time shall be cause for The Harrison County Commission to conduct a show cause hearing to determine if a nuisance exists. Upon such determination, The County Commission may seek an injunction in The Circuit Court of Harrison County to abate the nuisance. In the event that removal by The Harrison County Commission is necessary, the property owner may be liable for all expenses incurred by Harrison County.

Information concerning this ordinance can be obtained from the office of the Harrison County Planning Department at 301 West Main Street, Clarksburg, WV 2630.

Respectfully,

Danny Hamrick, Code Officer, CFM
304-624-8750
dhamrick@harrisoncountywv.com




POSTED
PRIVATE PROPERTY
NOTICE



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
SUSAN J. THOMAS
PATSY TRECOST II

Charles, Dana and James Crites
229 Tiffany Terrace
Anmoore, WV 26323
Tax Map 102 Parcel 4
Case # 391 East View/Anmoore

December 3, 2021

NOTICE OF HEARING

You are hereby notified that the Harrison County Commission has scheduled a hearing on Wednesday, January 19, 2022 at 10:15 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.

Charlotte Shaffer, Planning Director


Jan 13, 2022 11:58:39 AM
236 Second Street
Clarksburg
Harrison County
West Virginia


Jan 13, 2022 11:59:11 AM
236 Second Street
Clarksburg
Harrison County
West Virginia


Jan 13, 2022 11:59:25 AM
236 Second Street
Clarksburg
Harrison County
West Virginia


Jan 13, 2022 11:59:45 AM
236 Second Street
Clarksburg
Harrison County
West Virginia

1-19-2022

10:30 A.M

Property Owners Name	Joyce Stire			**Case #** 297	
Address	P.O. Box 294				
Address of Property In Review	Meadowbrook, WV 26404-0294			**Owens Map:** 2305 **Parcel:** 32	
Date of Complaint	10/17/2019	Date of Notice of hearing	12/3/2022	Date of Certified Mail	
Date of 1st Notice	10/17/2019	Date of Certified Letter	12/3/2022	Date of Served Process to Sheriff	
Date of Certified Letter sent	10/17/2019	Date of Served Process to Sheriff	12/3/2022	Received Date of Certified Mail	
Date of Served Process to Sheriff		Received Date of Certified Letter	N/A	Received Date of Served Process	
Received Date of Certified Letter	10/21/2019	Received Date of Served Process	1/4/2022	Date File transferred to Legal	
Received Date of Served Process		Hearing Date 10:30 am	1/19/2022	Court Date and Time	
Time for Correction		Action Taken @ Hearing		Hearing Outcome	
Extended Time		Date of Certified Mail			
		Date of Served Process to Sheriff			
		Date of Received Certified Mail			
		Received Date of Served Process			
		Extended Time			

Notes: Was scheduled to have a hearing on October 2, 2018 but did not show up. Re-scheduled for December 12, 2018. Turned this over to the State and DNR. They got him to move a few appliances and a car. Hasn't done anything since.

Date: October 17, 2019 Case #297

Property Owner/Address
Joyce L. Stire
P.O. Box 294
Meadowbrook WV 26404-0294

Identification/Location of Property
Meadowbrook, Sea Street
Tax Map: 2305
Parcel: 30

An initial determination has been made that you have created a public nuisance because of the condition of the referenced property. The problems noted are:

1. Dilapidated Structure
2. Over growth of vegetation

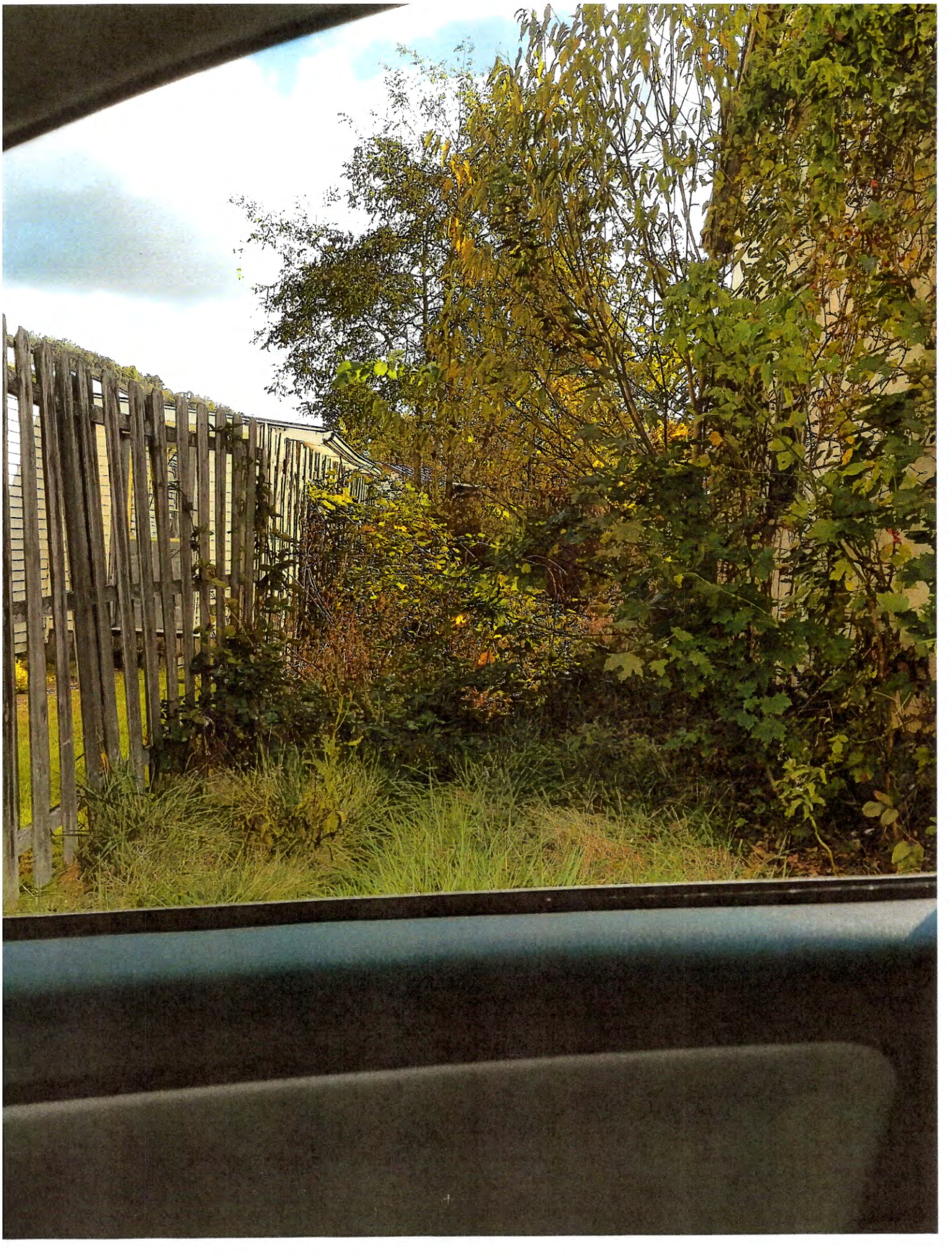
You are requested to correct these conditions within thirty (30) days from the date of the receipt of this letter. Failure to correct these conditions within (30) days from the date of receipt of this notice shall be cause for the Harrison County Commission to conduct a show cause hearing to determine if a nuisance exists. Upon such determination, the County Commission may seek an injunction in circuit court to abate the nuisance. In the event that removal by the Harrison County Commission is necessary, the property owner may be liable for all expenses incurred by Harrison County.

Information concerning this ordinance can be obtained from the office of the Harrison County Planning Department, located:

Harrison County Courthouse
301 West Main Street
Clarksburg, WV, 26301
Telephone (304) 624-8690

HARRISON COUNTY PLANNING COMMISSION

By: _____



7018 1830 0001 3940 7914

U.S. Postal Service
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at *www.usps.com®*.

OFFICIAL USE

Certified Mail Fee
$

Extra Services & Fees *(check box, add fee as appropriate)*
- ☐ Return Receipt (hardcopy) $ _____
- ☐ Return Receipt (electronic) $ _____
- ☐ Certified Mail Restricted Delivery $ _____
- ☐ Adult Signature Required $ _____
- ☐ Adult Signature Restricted Delivery $ _____

Postage
$

Total Postage and Fees
$

Postmark Here

Sent To Joyce L. Stine
Street and Apt. No., or PO Box No. P.O. Box 294
City, State, ZIP+4® Meadow Brook WV 26404-0294

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

SENDER: *COMPLETE THIS SECTION*

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Joyce L. Stine
P.O. Box 294
Meadowbrook WV 26404-0294

9590 9402 4665 8323 1094 14

2. Article Number *(Transfer from service label)*

7018 1830 0001 3940 7914

COMPLETE THIS SECTION ON DELIVERY

A. Signature
X Joyce L. Stine ☐ Agent ☐ Addressee

B. Received by *(Printed Name)* Joyce L. Stine

C. Date of Delivery 10/21/2019

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type
- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☒ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Insured Mail
- ☐ Insured Mail Restricted Delivery (over $500)
- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Return Receipt for Merchandise
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery

Domestic Return Receipt

GREER LAW OFFICES, P.L.L.C.
P O BOX 4338
CLARKSBURG WV 26302-4338

BK 1673 PG 1101

Harrison County
Susan J Thomas, Clerk
Instrument 202000005485
03/09/2020 @ 02:23:13 PM
DEED
Book 1673 @ Page 1101
Pages Recorded 2
Recording Cost $ 46.00
Transfer Tax $ 27.50
Fees Land Tax $ 7.50

DEED

THIS DEED made and entered into this 9th day of March, 2020, by and between **NANCY ANN HALL**, party of the first part, hereinafter **Grantor, and PENNY ANN LeBLOND AND PAMELA LeBLOND, with rights of survivorship,** parties of the second part, hereinafter **Grantees.**

WITNESSETH: That for and in consideration of the sum of TEN DOLLARS ($10.00), cash in hand paid, and other good and valuable considerations, the receipt of which is hereby acknowledged, the Grantor does hereby grant, sell and convey, in an "as is" condition and with covenants of Special Warranty of title, unto the Grantees, the following described real estate, situate at 46 Sea Street (a.k.a. C Street), Meadowbrook, WV, Simpson - Outside District, Harrison County, West Virginia, and being more particularly bounded and described as follows:

LOT NUMBER ONE (1) IN BLOCK NUMBER (4) in said Sub Division, containing 0.15 of an acre, more or less.

The above described real estate is the same lands conveyed unto Okey Leroy Hall, deceased, and Nancy Ann Hall, from Marjorie Merle Hall, by deed dated April 28,1997, recorded in Deed Book No. 1286 at Page 788 in the Office of the Clerk of the County Commission of Harrison County, West Virginia.

Okey Leroy Hall, died testate in Harrison County, West Virginia, on June 4, 2019 and pursuant to the survivorship clause of the deed conveying said property to Nancy Ann Hall, the entirety of the property transferred to her upon his death.

This conveyance is made subject to any and all existing reservations, restrictions, exceptions, conditions, rights-of-way and easements as set forth in prior instruments of record in the chain of title to said real estate.

For the stated consideration the party of the first part grants, conveys, assigns and sets over unto the parties of the second part all rights of way and easements appurtenant to the property herein conveyed.

Declaration of Consideration or Value - The Grantor does hereby declare that the amount of consideration for this property is $5,000.00.

WITNESS the following signature,

Nancy Ann Hall
Nancy Ann Hall, Grantor

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

The foregoing Deed was acknowledged before me this 9TH day of March, 2020, by **Nancy Ann Hall, Grantor.**

My Commission expires: August 5, 2020

NOTARY PUBLIC OFFICIAL SEAL
DEBORAH M FISCHER
State of West Virginia
My Commission Expires
August 5, 2020
640 Rivendell Drive Bridgeport WV 26330

Deborah M Fischer
Notary Public

Prepared by: Robert L. Greer *Without the Benefit of Title Examination*
Greer Law Offices, PLLC
P.O. Box 4338
Clarksburg, WV 26302
304-842-8090



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
SUSAN J. THOMAS
PATSY TRECOST II

Joyce Stire
P.O. Box 294 / 540 Haywood Rd., Shinnston, WV 26431
Meadowbrook, WV 26404
Tax Map 2305 Parcel 32
Case # 297 Meadowbrook Road

December 3, 2021

NOTICE OF HEARING

You are hereby notified that the Harrison County Commission has scheduled a hearing on Wednesday, January 19, 2022 at 10:30 a.m. at the Harrison County Commission meeting chambers on third (3) floor of the Harrison County Courthouse. The purpose of the hearing is to determine if the County will move forward with legal action against you for the violations of the Public Nuisance Ordinance. As you are aware, notice and or certified mail has previously been served on you regarding this matter and little or no action has been commenced to resolve these violations. If you have any questions on this matter, please contact me at the above phone number of address.

Charlotte Shaffer, Planning Director

0013

Harrison County Sheriff's Office
Sheriff & Treasurer Robert G. Matheny
420 Buckhannon Pike
Nutter Fort, WV 26301
P.(304) 423-7700 F.(304) 423-7945

PLANNING COMMISSION

Return # 172714
Process # CIV22-00013
Docket # 297
Reference #

STATE OF WEST VIRGINIA }
COUNTY OF HARRISON }
}
}
HARRISON COUNTY PLANNING COMMISSION }
Plaintiff, } IN PERSON
- vs - }
JOYCE STIRE }
Defendant }

I hereby certify that on the **3rd day of January, 2022**, **a NOTICE OF HEARING**, in the above entitled action, came into my hand for service. That on the **4th day of January, 2022** at **2:52 PM**, in said county, **I did serve the documents on JOYCE STIRE.**
Served the within **a NOTICE OF HEARING** on the within named **STIRE, JOYCE** by delivering a copy of the within **a NOTICE OF HEARING** to him/her in person in Harrison County, West Virginia, on the **4th day of January, 2022** at **2:52 PM**.

Item	Disburse To	Amount Owed	Amount Paid
		Total Owed	**$0.00**
		Total Paid	**$0.00**
		Uncollectible	**$0.00**
		Remaining	**$0.00**

Invoice # IN202200013
HARRISON COUNTY PLANNING COMMISSION
301 W MAIN ST, CLARKSBURG, WV 26301

Comments

Date Returned 1/4/22

Signed Sandra Mikes **Date** 1-4-2022

Robert Matheny
Harrison County
By: Sandra Mikes
420 BUCKHANNON PKE
NUTTER FORT, WV 26301
Phone: (304) 423-7700
Fax: (304) 423-7945

Charlotte Shaffer

From:	Ron Watson
Sent:	Wednesday, October 16, 2019 12:40 PM
To:	Charlotte Shaffer; Danny Hamrick
Cc:	William Parker; David Hinkle; Patsy Trecost II; Jessica L. Sell
Subject:	Complaint

Charlotte,

Can you give Mike Tassos a call at (304) 627-0685 regarding a property complaint located beside his house....District 15 map 2305 parcel 30. Let me know what you find....

Ron

I called Mr. Tassos and he said he has problems with both sides of his house (neighbors) One house has vegetation growing over his fence and they have never cut their grass once this year.

The other house is falling apart. One of the houses has a hole in the roof and birds live in it. Theres trash and lots of vegetation on both.

Joyce Stire 2305/32 and Okey Leroy Hall, Nancy Ann Hall (Jessica Lorraine Stire) 2305-30

Farm Fr

Sea Street House ~~#~~ ~~[illegible]~~ and 28 off Meadowbrook Rd. The Shinnston end.

3rd Street ON Left. Post office

Cell Phone for Joyce 304-838-2321



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
SUSAN J. THOMAS
PATSY TRECOST II

Joyce Stire
P.O. Box 294
Meadowbrook, WV 26404
Tax Map 2305 Parcel 32
Case # 297 Meadowbrook Road

December 3, 2021

NOTICE OF HEARING

You are hereby notified that the Harrison County Commission has scheduled a hearing on Wednesday, January 19, 2022 at 10:30 a.m. at the Harrison County Commission meeting chambers on third (3) floor of the Harrison County Courthouse. The purpose of the hearing is to determine if the County will move forward with legal action against you for the violations of the Public Nuisance Ordinance. As you are aware, notice and or certified mail has previously been served on you regarding this matter and little or no action has been commenced to resolve these violations. If you have any questions on this matter, please contact me at the above phone number of address.

Charlotte Shaffer, Planning Director


Jan 13, 2022 11:28:54 AM
16 Sea Street
Meadowbrook
Harrison County
West Virginia


Jan 13, 2022 11:29:09 AM
16 Sea Street
Meadowbrook
Harrison County
West Virginia


Jan 13, 2022 11:30:17 AM
7 Sea Street
Meadowbrook
Harrison County
West Virginia

At the special meeting of the County Commission of Harrison County held on Monday January 10, 2022, Commissioners Susan J. Thomas, David Hinkle and Patsy Trecost II were present. Also present were John Spires, County Clerk, and Laura Pysz, County Administrator. Commissioner Thomas opened the meeting and led those present in prayer. Trey Simmerman, County Attorney, led in the Pledge of Allegiance to the Flag. All motions passed unanimously unless otherwise noted.

New Business – Action Items for Consideration or Approval:

1. Review – Discuss – Consider Intent to Change Precincts and Magisterial Districts – Trecost asked John Spires, County Clerk, if there was any discussion on the matter. Trecost made a motion to change magisterial districts as presented previously. Hinkle asked who all had worked on it. Thomas stated it was John Spires, County Clerk, and Mike Pizzino, GIS Coordinator, who had worked on the districts. Spires stated he has had input from Secretary of State Office. Hinkle asked if there has been any individual input from any of the Commissioners. Spires stated it has been brought before the Commissioners at least twice. Laura Pysz, County Administrator stated there was a meeting and work session held previously by the County Commission. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

2. Review – Discuss – Consider General Order to Show Cause against Delinquent or Unprogressed Estates – Hinkle asked if this qualified for a special meeting. Trey Simmerman, County Attorney, stated item #1 was born out of necessity. Spires stated the initial request was furnished in December 2021. Simmerman asked if there is a timing issue. Spires stated work would have to redone. Simmerman stated item #2 is a general type of business of the commission as opposed to item #1. Spires stated that this item doesn't need to be on the agenda at all. Simmerman stated he was more comfortable if the Commission voted on the order. Pysz stated the agenda for

Wednesday could be amended to add this item to the agenda. Trecost made a motion to approve #2. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Trecost made a motion to adjourn. Trecost and Thomas voted yes. Hinkle voted no. Motion carried.

With no further business to come before the Commission, meeting adjourned.

_____ _____

Susan J. Thomas, President Date

DRAFT

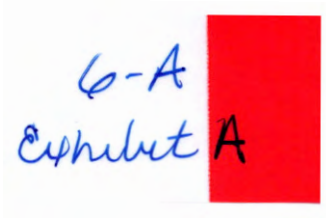
Purchase Requisitions January 19, 2022

5-A

Date of Meeting	January 19, 2022		
Work Order Number	Vendor Name	Amount of Invoice-Quote	Description
36701	Hillbilly Truck Repair	681.31	Tow to State Police Forensic Lab
37294	United Tile & Carpet	2489	Carpet/609 W. Main Property
37314	FBINAA Attn: Membership	285	Deputies
37324	West Virginia Paging	$162.81	Magistrate Pager Service
37325	WV Fitness 24	$450.00	Wellness December 2021
37326	MCM Business Systems	$287.05	Copier Rental/Pros. Attorney
37273	Div. of WV Justic & Community	$24.00	LS/CMI Usage/Comm. Correc
37274	Micro Distributing II	$165.00	Hair Follicle Labs/Comm. Corr
37275	Canon Financial Services	$216.03	Copier Rental/Comm. Correc.
37277	U S Cellular	$312.75	Cell Service / Home Confine
37283	Reep Graphics	$1,041.40	Team Shirts Youth Basketball/Park&Rec.
37287	James & Law	$134.44	Office Supplies/Park&Rec.
37295	BestNotes	$367.43	Monthly EMR/Comm. Corr
37296	Amtower Auto Supply	$278.00	Monthly Tracs/County Garage
37297	Benny's Boot Hill	$206.91	Safety Toe Shoes/Travis
37298	Bruceton Petroleum Co.	$11,356.01	4000.1 Gallons of Reg. Unleaded Fuel
37299	Greater Harrison PSD	$34.50	Water Service/Quiet Dell Sch
37300	Hart Office Supply	$578.97	Black Toner / County Clerk
37301	JacksonKelly PLLC	$354.00	Legal Service/Charles Pointe
37302	Johnson Control	$2,138.68	Harrison Co.Senior Center
37303	Johnson Control	$818.00	Elevator Shaft/Smoke Detector
37304	Otis Elevator Co.	$1,249.22	Elevator Service/Senior Cente
37305	Panhandler Cleaning & Restoration	$660.00	Disinfectant Spray
37307	The Exponent Telegram	$111.33	Intent to Change Boundary Lin
37310	WV Regional Jail & Correctional Facility Authority	$157,584.50	Inmate Housing/Dec. 2021
37311	Xerox Corporation	$351.15	Copier Rental/County Clerk
37312	Robertson Heating Supply	$514.15	Culverts/North Rail Trail
37323	Harrison County Senior Center	$88,500.00	Jan.-June 2022 Allotment
37327	Hart Office Supply	$2,267.28	Toner/Law Enforcement
37328	All Pets Animal Clinic	$204.21	K-9 Wellness Check up
37329	Rady & Deem	$33.00	Dry Cleaning/Deputies
37349	Rady & Deem	$195.75	Dry Cleaning/Deputies
37351	Sirchie	$196.25	Printamatic Outfit
37332	Frontier Communication	$5,204.77	Phone Service / 911 Center
37333	Lowe's Home Center	$284.04	Maintenance Supplies
37334	Otis Elevator Co.	$26,575.95	Annual Service Contract
37338	Sandy's True Value	$82.25	Various Maintenance Supplies
37341	Amtower Auto Supply	$419.89	Battery Operated Grease Gun
37342	Ace Aggregates	$3,604.52	Stone North Rail Trail
37343	WV Outdoor Power	$91.97	Chain Saw Chain & Bar Oil
37344	Ace Aggregates	$297.88	Stone North Rail Trail
37348	Rady & Deem	$473.00	Dry Cleaning/Deputies

Purchase Requisitions January 19, 2022

37349	Rady & Deem	$195.75	
37350	Sandy's True Value	$132.90	Padlocks / Sheriff's Depart
37354	U S Cellular	$3,701.73	Cellular Account /Deputies
37359	Truist Bank	$476.54	Various Charges Deputies
37367	Truist Bank	$3,203.80	Various Charges/Credit Card
37369	The Shinnston News	$45.75	Yearly Subscription/Co.Comm.
37370	Wilson Glass Works	$3,769.00	Door Repairs 609 W.Main St
37372	State Electric Supply	$416.79	Electrical Items 609 W.Main St
37373	Advantage Technology	$379.60	Phones / Courthouse / I.T
37374	MCM Business Systems	$1,439.60	Copy Paper/Courthouse
37375	Sherwin - Williams	$174.67	Paint Entrance 609 W.Main St
37376	West Union Bank	$8,023.45	Lease Payment/Cruisers
37293	Alere Toxocology Services, Inc.	$44,853.90	Lab Confirmations/Comm.Corr
County Clerk	Casto & Harris	$432.50	Misc. Books
	Total	$375,073.07	



Exonerations

EXHIBIT A

RE132 Michael Louis Lopez

RE133 Michael Louis Lopez

RE134 Michael Louis Lopez

RE135 Michael Louis Lopez

RE 132

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Real Estate

At a regular term of the County Commission of Harrison County, West Virginia, held at the Courthouse of said County, Commissioners

David Hinkle **Susan J. Thomas** **Patsy Trecost II**

On the 12th day of January, 2022 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **LOPEZ LOUIS MICHAEL** whose address is, 111 ARBUTUS PARK CLARKSBURG, WV 26301, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **34440** on **LOT "B" (.67 AC) ELK CREEK**, Class **3/4** in **ELK**, Harrison County, West Virginia, which should have been assessed at **9600**, Class **3/4** in and for the year **2019**, resulting in a difference in assessed value of **24840**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2019**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

The commission certifies the following facts upon which it grants said relief:

The above mentioned property had an override value on the land that was left on in error found during appraiser review. Exonerate a value of 24840 at a Class 3 rate of levy to correct the overcharge.

District: **11 - ELK**
Account No. **6821166**
Ticket No. **37043**
Tax Year **2019**

Amount Exonerated: $ 573.10

PRESENT: Prosecuting Attorney
(or)
PRESENT: Tax Commissioner

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

RE 133

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Real Estate

At a regular term of the County Commission of Harrison County, West Virginia, held at the Courthouse of said County, Commissioners

David Hinkle **Susan J. Thomas** **Patsy Trecost II**

On the 12th day of January, 2022 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **LOPEZ LOUIS MICHAEL** whose address is, 111 ARBUTUS PARK CLARKSBURG, WV 26301, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **34440** on **LOT "B" (.67 AC) ELK CREEK**, Class **3/4** in **ELK**, Harrison County, West Virginia, which should have been assessed at **9600**, Class **3/4** in and for the year **2020**, resulting in a difference in assessed value of **24840**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2020**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

The commission certifies the following facts upon which it grants said relief:

The above mentioned property had an override value on the land that was left on in error found during appraiser review. Exonerate a value of 24840 at a Class 3 rate of levy to correct the overcharge.

District: **11 - ELK**
Account No. **6821166**
Ticket No. **37150**
Tax Year **2020**

Amount Exonerated: $ 572.91

PRESENT: Prosecuting Attorney
(or)
PRESENT: Tax Commissioner

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

RE-.137

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Real Estate

At a regular term of the County Commission of Harrison County, West Virginia, held at the Courthouse of said County, Commissioners

David Hinkle **Susan J. Thomas** **Patsy Trecost II**

On the 12th day of January, 2022 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **LOPEZ LOUIS MICHAEL** whose address is, 111 ARBUTUS PARK CLARKSBURG, WV 26301, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **34500** on **LOT "B" (.67 AC) ELK CREEK**, Class **3/4** in **ELK**, Harrison County, West Virginia, which should have been assessed at **9600**, Class **3/4** in and for the year **2021**, resulting in a difference in assessed value of **24900**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2021**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

The commission certifies the following facts upon which it grants said relief:

The above mentioned property had an override value on the land that was left on in error found during appraiser review. Exonerate a value of 24900 at a Class 3 rate of levy to correct the overcharge.

District: **11 - ELK**
Account No. **6821166**
Ticket No. **37145**
Tax Year **2021**

Amount Exonerated: $ 579.87

PRESENT: Prosecuting Attorney
(or)
PRESENT: Tax Commissioner

APPROVED: President, County Commission

ATTEST: County Clerk

ORDER ENTERED TO STATE AUDITOR

ASSESSOR

RE 135

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Real Estate

At a regular term of the County Commission of Harrison County, West Virginia, held at the Courthouse of said County, Commissioners

David Hinkle **Susan J. Thomas** **Patsy Trecost II**

On the 12th day of January, 2022 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **LOPEZ LOUIS MICHAEL** whose address is, 111 ARBUTUS PARK CLARKSBURG, WV 26301, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **33420** on **LOT "B" (.67 AC) ELK CREEK**, Class **3/4** in **ELK**, Harrison County, West Virginia, which should have been assessed at **9600**, Class **3/4** in and for the year **2018**, resulting in a difference in assessed value of **23820**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2018**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

The commission certifies the following facts upon which it grants said relief:

The above mentioned property had an override value on the land that was left on in error found during appraiser review. Exonerate a value of 23820 at a Class 3 rate of levy to correct the overcharge.

District: **11 - ELK**
Account No. **6821166**
Ticket No. **36881**
Tax Year **2018**

Amount Exonerated: $ 547.00

PRESENT: Prosecuting Attorney
(or)
PRESENT: Tax Commissioner

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR
Joseph A Romano

7-A
2

REQUISITION FOR PAYMENT FROM
SERIES 2019 A EXCISE TAX BONDS PROJECT FUND

$36,500,000
The County Commission of Harrison County
Special District Excise Tax Revenue and Improvement Bonds,
Series 2019 A
(Charles Pointe Economic Opportunity Development District)

REQUISITION FOR PAYMENT NO. 30

The County Commission of Harrison County, a public corporation and governing body of Harrison County, a political subdivision of the State of West Virginia (the "Issuer") the Charles Pointe Economic Opportunity Development District Board (the "District Board") and Genesis Partners, Limited Partnership, a West Virginia limited partnership (the "Developer") by their duly Authorized Officers, hereby certify, in connection with this Requisition for Payment from Series 2019 A Excise Tax Bonds Project Fund (the "Requisition") under an Indenture of Trust for the above captioned Bonds (the "Series 2019 A Excise Tax Bonds"), dated as of August 16, 2019 (the "Indenture") between the Issuer and Wilmington Trust, N.A., as trustee thereunder (the "Trustee") and a Development Agreement, dated as of August 16, 2019, by and among the Issuer, the District Board, the Developer and Charles Pointe Crossing, LLC (the "Site Developer") (the "Development Agreement"), that:

1. Terms used herein and not otherwise defined herein shall have the meanings given such terms in the Indenture and in the Development Agreement.

2. This Requisition requests payment of costs of the Charles Pointe Crossing Project which are now due and owing and have not been theretofore paid and/or reimbursed from the proceeds of the Series 2019 A Excise Tax Bonds and are otherwise an allowable expenditure under the EODD Act, the Project Plan, the Indenture and the Development Agreement.

3. The parties to this Requisition are not aware that any Event of Default has occurred pursuant to Section 9.01 of the Indenture or any termination event has occurred pursuant to Section 9.02 of the Development Agreement.

4. The amount requested to be disbursed pursuant to this Requisition is authorized under Section 4.03 of the Indenture.

5. The total amount requested to be disbursed pursuant to this Requisition is $71,231.87. As set forth in **Schedule I** attached hereto, of the total amount of such disbursement:

(a) $0.00 is to be paid to the District Board, the Developer or the Site Developer as reimbursement to the District Board, the Developer or the Site Developer for an invoice or statement previously paid by the District Board, the Developer or the Site Developer to an entity that is not affiliated with the District Board, the Developer or the Site Developer; and

(b) $71,231.87 is to be paid to a third party payee that is not affiliated with the District Board, the Developer or the Site Developer (including any contractor or supplier of materials) or on a joint basis to the District Board, the Developer or the Site Developer and such third party payee with respect to an expense previously incurred.

In either event, the amounts set forth herein and in **Schedule I** attached hereto are supported by the attached copies of invoices, statements or proof of payment.

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer, by the District Board and by the Developer by their duly Authorized Officers this 19th day of January, 2022.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

CHARLES POINTE ECONOMIC OPPORTUNITY
DEVELOPMENT DISTRICT BOARD

By: _____
Its Chairman

GENESIS PARTNERS, LIMITED PARTNERSHIP

By: Realcom, Inc., its Managing General Partner

By: _____
James A. Corton, President of Realcom, Inc.

RESIDENT PROJECT REPRESENTATIVE'S CERTIFICATE

Robert F. Stuart, Director of Planning/Engineering, Genesis Partners, Limited Partnership, as Resident Project representative for the Project Plan, hereby certifies that the portion of the Project Plan for which payment is requested hereby has been constructed in accordance with the plans and specifications therefore, that payment is now due and owing for such costs, and that such costs have not been the subject of a previous requisition by the District Board, the Developer or the Site Developer.

RESIDENT PROJECT REPRESENTATIVE

By: _____

Name: Robert F. Stuart

Title: Resident Project Representative

Schedule I
to Requisition

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Total Amount of disbursement pursuant to this Requisition: $71,231.87

(2) Reimbursement to the District Board, the Developer or the Site Developer:

	Vendor	Description of Expense	Date of Payment	Amount
1.				
2.				
3.				
TOTAL				$ 0.00

(3) Payment to third party payees:

	Vendor	Description of Expense	Amount	Payee Name(s)/ Address(es)
1.				
2.		(See attached schedule and supporting materials)		
3.				
TOTAL			$ 71,231.87	

The items listed for reimbursement to the Developer, the Site Developer or the District Board or payment to third party payees are supported by attached copies of invoices, statements or proof of payment.

Schedule I
to Requisition
(continued)

Copies of Invoices, Statements or Proof of Payment
(Attached)

Genesis Partners, Limited Partnership
2019 Series A Bonds
Third Party Payees
Summary and ACH Instructions
Application 30

Vendor	ACH Instructions	Amount	Mailing Address
Wolfe Excavating LLC	Wolfe Excavating LLC Clear Mountain Bank ABA #051502599 Acct #3334910	48,941.34	70 Columbia Blvd Clarksburg, WV 26301

48,941.34

Genesis Partners, Limited Partnership
2019 Series A Bonds
Third Party Payees
Application 30

Vendor	Invoice Number	Invoice Date	Description of Expense	Amount	Address	Account Number
Civil & Environmental Consultants, Inc.	307499	12/30/2021	Engineering & Design Services/ Construction Oversight	22,290.53	PO Box 644246 Pittsburgh, PA 15264-4246	165-037
			TOTAL	**22,290.53**		

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 27

	Application Period: 11/20/21 - 12/17/21	Application Date:	12/12/2021
To (Owner): Genesis Partners, Limited Partnership	From (Contractor): Wolfe's Excavating	Via (Engineer):	Civil & Environmental Consultants, Inc.
Project: Charles Pointe Crossing	Contract: Charles Pointe EODD #2 - Contract #1		
Owner's Contract No.	Contractor's Project No.	Engineer's Project No.:	165-037

Application for Payment : Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1	$810,168.00	
2	$306,788.15	
3	$3,650,944.64	
4	$31,127.00	
5	$332,245.31	$83,116.16
6	$442,863.99	$593,051.10
TOTALS	$5,574,137.09	$676,167.26
NET CHANGE BY CHANGE ORDERS	$4,897,969.83	

1. ORIGINAL CONTRACT PRICE	$	$13,437,688.89
2. Net change by Change Orders	$	$4,897,969.83
3. Current Contract Price (Line 1 ± 2)	$	$18,335,658.72
4. TOTAL COMPLETED AND STORED TO DATE (Column O total on Progress Estimates)	$	$18,138,574.82
5. RETAINAGE:		
a. 1% X $14,520,717.59 Earthwork	$	$145,207.18
b. 5% X $3,436,164.70 CO3 - Utilities	$	$171,808.23
c. Total Retainage (Line 5.a + 5.b)	$	$317,015.41
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	$	$17,821,559.41
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	$	$17,772,618.07
8. AMOUNT DUE THIS APPLICATION	$	$48,941.34
9. BALANCE TO FINISH, PLUS RETAINAGE (Column Q total on Progress Estimates + Line 5.d above)	$	$519,884.19

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective

Contractor Signature

By: Jason Manning — 12/10/2021

Payment of: $ 48,941.34
(Line 8 or other - attach explanation of the other amount)

is recommended by: Steven A. Cass — 12/30/21
(Engineer) (Date)

Payment of: $ 48,941.34
(Line 8 or other - attach explanation of the other amount)

is approved by: — 1/12/22
(Owner) (Date)
RESIDENT PROJECT REPRESENTATIVE

Approved by:
Funding or Financing Entity (if applicable) (Date)

© 2013 National Society of Professional Engineers for EJCDC. All rights reserved

Progress Estimate - Unit Price Work **Contractor's Application**

For (Contract):	Charles Pointe Crossing - EODD #2 - Contract 1	Application Number:	27
Application Period:	11/20/21 - 12/17/21	Application Date:	12/23/2021

ITEM		CONTRACT INFORMATION				PREVIOUS COMP QTY/%	PREVIOUS APPL	COMP QTY/% THIS PERIOD	COMP AMT THIS PERIOD	COMPLETED TO DATE	%	BALANCE TO FINISH
ITEM	DESCRIPTION	PLAN QTY	UNITS	UNIT PRICE	SCHEDULED VALUE							
1	Mobilization/Demobilization	1	LS	$399,000 00	$399,000 00	1 00	$399,000 00			$399,000 00	100 0%	
2	Temporary/Permanent Traffic and Access Controls	1	LS	$70,639 07	$70,639 07	1 00	$70,639 07			$70,639 07	100 0%	
3	Unclassified Cut Bank Excavation/Embankment	4,100,302 80	CY	$2 59	$10,619,784 25	4,100,302 80	$10,619,784 25			$10,619,784 25	100 0%	
3 1	Unclassified Cut Bank Excavation/Embankment	4,100,302 80	CY	-$0 144	-$590,487 46	4,100,302 80	-$590,487 46			-$590,487 46	100 0%	
4	Topsoil Stripping/Stockpile	90,519 90	CY	$3 87	$350,312 01	90,519 90	$350,312 01			$350,312 01	100 0%	
4 1	Topsoil Stripping/Stockpile	90,519 90	CY	-$0 0095	-$862 24	90,519 90	-$862 24			-$862 24	100 0%	
5	Abandoned Gas Line Removal	6,535	LF	$4 31	$28,165 85	6,535 00	$28,165 85			$28,165 85	100 0%	
6	Gravel Pad Surfacing	770	TN	$24 12	$18,572 40	770 00	$18,572 40			$18,572 40	100 0%	
6 1	Gravel Pad Surfacing	770	TN	$0 0274	$21 10	770 00	$21 10			$21 10	100 0%	
7	Construction Staging Area Gravel Pad Surfacing	1,735	TN	$24 17	$41,934 95	1,735 00	$41,934 95			$41,934 95	100 0%	
7 1	Construction Staging Area Gravel Pad Surfacing	1,735	TN	$0 0114	$19 79	1,735 00	$19 79			$19 79	100 0%	
8	Fill Foundation Key/Intermediate Fill Key Drain	15,502	LF	$15 33	$237,640 75	15,501 68	$237,640 75			$237,640 75	100 0%	
9	Fill Foundation Key/Intermediate Fill Key Drain Outlet	2,215	LF	$7 30	$16,168 04	2,214 80	$16,168 04			$16,168 04	100 0%	
10	Rock Underdrain	8,415	LF	$17 62	$148,267 01	8,414 70	$148,267 01			$148,267 01	100 0%	
11	Settlement Monitoring Monument	15	EA	$406 88	$6,103 20	15 00	$6,103 20			$6,103 20	100 0%	
12	Wet Mine Seal	-	EA	$28,989 65								
13	WVDOH Type "G" Inlet	3	EA	$3,211 75	$9,635 25	3 00	$9,635 25			$9,635 25	100 0%	
14	15" HDPE Corrugated Pipe	552 60	LF	$17 94	$9,913 64	552 60	$9,913 64			$9,913 64	100 0%	
15	18" HDPE Corrugated Pipe	438 15	LF	$22 65	$9,924 10	438 15	$9,924 10			$9,924 10	100 0%	
16	24" HDPE Corrugated Pipe	90	LF	$31 00	$2,790 00	90 00	$2,790 00			$2,790 00	100 0%	
17	30" HDPE Corrugated Pipe	160	LF	$42 90	$6,864 00	160 00	$6,864 00			$6,864 00	100 0%	
18	Inlet/Outlet Protection (6" Rip Rap)	30 8	TN	$53 78	$1,656 42	30 80	$1,656 42			$1,656 42	100 0%	
19	Roadside Ditch (Synthetic,Jute,Rip Rap,Concrete)	8,420 79	LF	$11 47	$96,586 46	8,420 79	$96,586 46	1,185 00	$13,591 95	$110,178 41	114 1%	-$13,591 95
20	Diversion Ditch (Synthetic,Jute,Rip Rap,Concrete)	3,504	LF	$8 17	$28,627 60	3,503 99	$28,627 60			$28,627 60	100 0%	
21	Groin Ditch	5,912	LF	$8 96	$52,973 94	5,912 27	$52,973 94			$52,973 94	100 0%	
22	Rip Rap Apron	37	TN	$81 53	$2,975 85	36 50	$2,975 85			$2,975 85	100 0%	
23	1 5" (Size) Crusher Run Aggregate	6,213 54	TN	$23 37	$145,210 43	6,213 54	$145,210 43			$145,210 43	100 0%	
23 1	1 5" (Size) Crusher Run Aggregate (Fuel Price Adjustment)	5,981 64	TN	-$0 1050	-$627 96	5,981 64	-$627 96			-$627 96	100 0%	
24	2 5" (Size) Crusher Run Aggregate	8,845 32	TN	$23 37	$206,715 13	8,845 32	$206,715 13			$206,715 13	100 0%	
24 1	2 5" (Size) Crusher Run Aggregate	8,398 94	TN	-$0 1327	-$1,114 34	8,398 94	-$1,114 34			-$1,114 34	100 0%	
25	Geotextile Separation Fabric	12,995	SY	$1 04	$13,514 46	12,994 67	$13,514 46			$13,514 46	100 0%	
26	Guardrail (WVDOH Specifications)	2,148	LF	$18 79	$40,360 92	2,148 00	$40,360 92			$40,360 92	100 0%	
27	Guardrail End Terminal (WVDOH Specifications)	12	EA	$70 45	$845 40	12 00	$845 40			$845 40	100 0%	
28	Clearing and Grubbing	1	LS	$448,203 25	$448,203 25	1 00	$448,203 25			$448,203 25	100 0%	
29	Permanent Seeding	121	AC	$2,961 75	$358,371 75	121 00	$358,371 75			$358,371 75	100 0%	
30	Underground Electric & Phone Duct Bank	1	LS	$53,697 20	$53,697 20	1 00	$53,697 20			$53,697 20	100 0%	
31	E&S BMP's	1	LS	$407,981 52	$407,981 52	1 00	$407,981 52			$407,981 52	100 0%	
32	Subsurface Drain	1,809	LF	$74 12	$134,075 67	1,808 90	$134,075 67			$134,075 67	100 0%	
CO1												
CO1-1	Mobilization/Demobilization	1	LS	$116,277 88	$116,277 88	1 00	$116,277 88			$116,277 88	100 0%	
CO1-2	Unclassified Cut Bank Excavation/Embankment	4,100,303	CY	$0 12	$492,036 34	4,100,302 80	$492,036 34			$492,036 34	100 0%	
CO1-3	Construction Staging Area Gravel Pad Surfacing	1,735	TN	$1 00	$1,735 00	1,735 00	$1,735 00			$1,735 00	100 0%	
CO1-4	1 5" (Size) Crusher Run Aggregate	6,214	TN	$1 00	$6,213 54	6,213 54	$6,213 54			$6,213 54	100 0%	

© 2013 National Society of Professional Engineers for EJCDC All rights reserved

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):	Charles Pointe Crossing - EODD #2 - Contract 1	Application Number:	27
Application Period:	11/20/21 - 12/17/21	Application Date:	12/22/2021

ITEM		CONTRACT INFORMATION				PREVIOUS COMP QTY/%	PREVIOUS APPL	COMP QTY/% THIS PERIOD	COMP AMT THIS PERIOD	COMPLETED TO DATE	%	BALANCE TO FINISH
ITEM	DESCRIPTION	PLAN QTY	UNITS	UNIT PRICE	SCHEDULED VALUE							
CO1-5	2 5" (Size) Crusher Run Aggregate	9,615	TN	$1 00	$9,615 32	9,615 32	$9,615 32			$9,615 32	100 0%	
CO1-6	Clearing and Grubbing	1	LS	$135,000 00	$135,000 00	1 00	$135,000 00			$135,000 00	100 0%	
CO1-7	E&S BMP's	1	LS	$65,000 00	$65,000 00	1 00	$65,000 00			$65,000 00	100 0%	
CO2												
CO2-1	E&S Extended Maintenance	1	LS	$48,500 00	$48,500 00	1 00	$48,500 00			$48,500 00	100 0%	
CO2-2	Slower Production on Smaller Fill Area	587,982	CY	$0 08	$47,038 56	587,982 00	$47,038 56			$47,038 56	100 0%	
CO2-3	Slower Production on Remaining Fill	469,164	CY	$0 36	$168,899 04	469,164 00	$168,899 04			$168,899 04	100 0%	
CO2-4	Reworking Temporary 2: 1 Fill Slope	128,335	SY	$0 33	$42,350 55	128,335 00	$42,350 55			$42,350 55	100 0%	
CO3												
CO3-1	Mobilization/Demobilization	1	LS	$24,000 00	$24,000 00	1 00	$24,000 00			$24,000 00	100 0%	
	EROSION CONTROL											
CO3-2	18" Compost Filter Sock	165	LF	$7 98	$1,316 70	165 00	$1,316 70			$1,316 70	100 0%	
CO3-3	32" Compost filter Sock	343	LF	$39 34	$13,493 62	343 00	$13,493 62			$13,493 62	100 0%	
CO3-4	Inlet Protection	3	EA	$228 72	$686 16	3 00	$686 16			$686 16	100 0%	
CO3-5	Stabilized Construction Entrance	-	EA	$2,905 02								
CO3-6	Miscellaneous E&S Controls	1	LS	$9,410 55	$9,410 55	1 00	$9,410 55			$9,410 55	100 0%	
	ROAD IMPROVEMENTS											
CO3-7	Sub-Base Excavation/Embankment	1,795	CY	$19 16	$34,388 37	1,794 89	$34,388 37			$34,388 37	100 0%	
CO3-8	9" WVDOH Class 1 Stone Sub Base	13,550	TN	$25 76	$349,046 20	13,549 93	$349,046 20			$349,046 20	100 0%	
CO3-9	4 5" HMA Type 37 5 Base Course	3,699	TN	$79 76	$295,041 01	3,699 11	$295,041 01			$295,041 01	100 0%	
CO3-10	2 5" HMA Type 19 Base Course	2,491	TN	$83 40	$207,761 08	2,491 14	$207,761 08			$207,761 08	100 0%	
CO3-11	1 5" HMA Type 9 5 Wearing Course	1,604	TN	$95 24	$152,765 91	1,604 01	$152,765 91			$152,765 91	100 0%	
CO3-12	Stabilization Fabric	22,610	SY	$2 79	$63,081 90	22,610 00	$63,081 90			$63,081 90	100 0%	
CO3-13	Pavement Striping & Markings	1	LS	$27,772 78	$27,772 78							$27,772 78
CO3-14	Concrete Curb and Gutter	5,588	LF	$27 56	$153,784 80	5,555 60	$153,112 34			$153,112 34	99 6%	$672 46
CO3-15	Concrete Curb	4,960	LF	$27 52	$136,499 20	4,960 00	$136,499 20			$136,499 20	100 0%	
CO3-16	Concrete Median	-	SY	$123 56								
CO3-17	Concrete Sidewalk	1,310	SY	$95 30	$124,843 00	1,310 00	$124,843 00			$124,843 00	100 0%	
CO3-18	Sidewalk Ramps	8	EA	$3,637 66	$29,101 28	4 00	$14,550 64			$14,550 64	50 0%	$14,550 64
CO3-19	Ramp Detectible Warning Surface	8	EA	$289 30	$2,314 40	4 00	$1,157 20			$1,157 20	50 0%	$1,157 20
CO3-20	Guardrail Type 1	749	LF	$20 83	$15,601 67	749 00	$15,601 67			$15,601 67	100 0%	
CO3-21	Guardrail Type 1 Terminal Flare	2	EA	$578 60	$1,157 20	2 00	$1,157 20			$1,157 20	100 0%	
CO3-22	Signage	1	LS	$37,019 00	$37,019 00	1 00	$37,019 00			$37,019 00	100 0%	
	MISCELLANEOUS SITE FEATURES											
CO3-23	Permanent Seeding	8 50	AC	$4,347 23	$36,951 46	8 50	$36,951 46			$36,951 46	100 0%	
CO3-24	P3-1 Light Pole and Assembly	-	EA	$1,088 64								
CO3-25	Lighting Electrical Conduit	1	LS	$57,564 54	$57,564 54	1 00	$57,564 54			$57,564 54	100 0%	
	SITE UTILITIES (WATER)											
CO3-26	12" PVC - C-900 (Main Line) (0-3)	2,710	LF	$41 71	$113,042 44	2,710 20	$113,042 44			$113,042 44	100 0%	
CO3-27	8" PVC - C-900 (Service Laterals) (0-3)	161	LF	$28 35	$4,550 18	160 50	$4,550 18			$4,550 18	100 0%	
CO3-28	Air Release Valves	1	EA	$3,268 95	$3,268 95	1 00	$3,268 95			$3,268 95	100 0%	
CO3-29	12" Gate Valve Assembly	3	EA	$4,989 13	$16,963 04	3 40	$16,963 04			$16,963 04	100 0%	
CO3-30	12" Cap for Future Connection	1	EA	$3,567 05	$3,567 05	1 00	$3,567 05			$3,567 05	100 0%	

© 2013 National Society of Professional Engineers for EJCDC All rights reserved

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):	Charles Pointe Crossing - EODD #2 - Contract 1	Application Number:	27
Application Period:	11/20/21 - 12/17/21	Application Date:	12/22/2021

ITEM		CONTRACT INFORMATION				PREVIOUS COMP QTY/%	PREVIOUS APPL	COMP QTY/% THIS PERIOD	COMP AMT THIS PERIOD	COMPLETED TO DATE	%	BALANCE TO FINISH
ITEM	DESCRIPTION	PLAN QTY	UNITS	UNIT PRICE	SCHEDULED VALUE							
C03-31	8" Cap for Future Connection	4	EA	$2,407 94	$9,631 76	4 00	$9,631 76			$9,631 76	100 0%	
C03-32	20" Steel Casing (Dig and Backfill)	298	LF	$142 80	$42,554 40	298 00	$42,554 40			$42,554 40	100 0%	
C03-33	16" Steel Casing (Dig and Backfill)	148 00	LF	$110 69	$16,382 12	148 00	$16,382 12			$16,382 12	100 0%	
C03-34	Fire Hydrant/Flushing Hydrant	4	EA	$5,598 82	$22,395 28	4 00	$22,395 28			$22,395 28	100 0%	
	SITE UTILITIES (SANITARY SEWER)											
C03-35	10" PVC SDR - 35 Sanitary Sewer Line (6-9)	12 30	LF	$109 44	$1,346 11	12 30	$1,346 11			$1,346 11	100 0%	
C03-36	10" PVC SDR - 35 Sanitary Sewer Line (9-12)	166 60	LF	$115 34	$19,215 64	166 60	$19,215 64			$19,215 64	100 0%	
C03-37	8" PVC SDR - 35 Sanitary Sewer Line (0-6)	1,414 10	LF	$59 50	$84,138 95	1,414 10	$84,138 95			$84,138 95	100 0%	
C03-38	8" PVC SDR - 35 Sanitary Sewer Line (6-9)	2,554 60	LF	$65 09	$166,278 91	2,554 60	$166,278 91			$166,278 91	100 0%	
C03-39	8" PVC SDR - 35 Sanitary Sewer Line (9-12)	257 60	LF	$67 15	$17,297 84	257 60	$17,297 84			$17,297 84	100 0%	
C03-40	Sanitary Sewer Cleanout	11	EA	$1,908 69	$20,995 59	11 00	$20,995 59			$20,995 59	100 0%	
C03-41	Sanitary Manhole	16	EA	$9,215 19	$147,443 04	16 00	$147,443 04			$147,443 04	100 0%	
C03-42	48" Sanitary Manhole Vertical Riser Pipe	21 00	VF	$784 10	$16,466 10	21 00	$16,466 10			$16,466 10	100 0%	
	SITE UTILITIES (MISC.)											
C03-43	Gas Service Line (Ditch, Dust, and Backfill)	2,845 10	LF	$14 86	$42,278 19	2,845 10	$42,278 19			$42,278 19	100 0%	
C03-44	12" Steel Casing (Dig and Backfill)	360	LF	$112 37	$40,453 20	360 00	$40,453 20			$40,453 20	100 0%	
C03-45	Underground Electric, Phone, Cable	5,124 32	LF	$12 97	$66,462 43	5,124 32	$66,462 43			$66,462 43	100 0%	
	STORMWATER MANAGEMENT											
C03-46	48" N-12 HDPE (9-12)	191 15	LF	$194 62	$37,201 61	191 15	$37,201 61			$37,201 61	100 0%	
C03-47	48" N-12 HDPE (12+)	522 25	LF	$226 95	$118,524 64	522 25	$118,524 64			$118,524 64	100 0%	
C03-48	48" CMP (6-9)	139 00	LF	$180 16	$25,042 24	139 00	$25,042 24			$25,042 24	100 0%	
C03-49	48" CMP (9-12)	25 00	LF	$184 66	$4,616 50	25 00	$4,616 50			$4,616 50	100 0%	
C03-50	48" CMP (12+)	34 50	LF	$211 04	$7,280 88	34 50	$7,280 88			$7,280 88	100 0%	
C03-51	42" N-12 HDPE (9-12)	628 60	LF	$168 61	$105,988 25	628 60	$105,988 25			$105,988 25	100 0%	
C03-52	42" N-12 HDPE (12+)	285 00	LF	$175 88	$50,125 80	285 00	$50,125 80			$50,125 80	100 0%	
C03-53	36" N-12 HDPE (9-12)	403 30	LF	$147 43	$59,458 52	403 30	$59,458 52			$59,458 52	100 0%	
C03-54	30" N-12 HDPE (6-9)	162 80	LF	$159 86	$26,025 21	162 80	$26,025 21			$26,025 21	100 0%	
C03-55	30" N-12 HDPE (9-12)	200 40	LF	$139 97	$28,049 99	200 40	$28,049 99			$28,049 99	100 0%	
C03-56	30" N-12 HDPE (12+)	-	LF	$139 72								
C03-57	18" N-12 HDPE (0-6)	237 10	LF	$81 35	$19,288 09	237 10	$19,288 09			$19,288 09	100 0%	
C03-58	18" N-12 HDPE (6-9)	254 90	LF	$86 99	$22,173 75	254 90	$22,173 75			$22,173 75	100 0%	
C03-59	15" N-12 HDPE (0-6)	452 50	LF	$61 09	$27,643 23	452 50	$27,643 23			$27,643 23	100 0%	
C03-60	Type E Inlet	28 00	EA	$9,958 67	$278,842 76	28 00	$278,842 76			$278,842 76	100 0%	
C03-61	Type G Inlet	-	EA	$5,518 31								
C03-62	60" Manhole Vertical Riser Pipe	5 50	VF	$1,921 22	$10,566 71	5 50	$10,566 71			$10,566 71	100 0%	
C03-63	48" Manhole, Frame and Lid	1	EA	$3,898 36	$3,898 36	1 00	$3,898 36			$3,898 36	100 0%	
C03-64	60" Manhole, Frame and Lid	-	EA	$6,074 86								
C03-65	Concrete Headwall	1	EA	$2,393 75	$2,393 75	1 00	$2,393 75			$2,393 75	100 0%	
C03-66	6" Rip Rap	-	TN	$74 95								
C03-67	9" Rip Rap	308 19	TN	$76 23	$23,493 32	308 19	$23,493 32	18 00	$1,372 14	$24,865 46	105 8%	-$1,372 14
C04												
C04-1	Lighting Electrical Conduit	1	LS	$10,613 00	$10,613 00	1 00	$10,613 00			$10,613 00	100 0%	
C04-2	Underground Electric, Phone, Cable	1	LS	$20,514 00	$20,514 00	1 00	$20,514 00			$20,514 00	100 0%	

© 2013 National Society of Professional Engineers for EJCDC All rights reserved

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):	Charles Pointe Crossing - EODD #2 - Contract 1	Application Number:	27
Application Period:	11/20/21 - 12/17/21	Application Date:	12/22/2021

ITEM		CONTRACT INFORMATION				PREVIOUS COMP QTY/%	PREVIOUS APPL	COMP QTY/% THIS PERIOD	COMP AMT THIS PERIOD	COMPLETED TO DATE	%	BALANCE TO FINISH
ITEM	DESCRIPTION	PLAN QTY	UNITS	UNIT PRICE	SCHEDULED VALUE							
COS												
COS-1	Topsoil Stripping/Stockpile (Credit)	1	LS	-$8,000 00	-$8,000 00	1 00	-$8,000 00			-$8,000 00	100 0%	
COS-2	Light Pole Base (Base Only)	35	EA	$641 00	$22,435 00	35 00	$22,435 00			$22,435 00	100 0%	
COS-3	Electric Conduit (4 x 4")	429	LF	$75 09	$32,213 61	214 50	$16,106 81	245 50	$18,434 60	$34,541 40	107 2%	-$2,327 79
COS-4	Electric Conduit (2 x 4")	294	LF	$48 88	$14,370 72	147 00	$7,185 36	133 00	$6,501 04	$13,686 40	95 2%	$684 32
COS-5	Multi-Tenant Sign Foundation Excavation	1	LS	$15,626 54	$15,626 54							$15,626 54
COS-6	Multi-Tenant Sign (Complete)	1	LS	$238,353 30	$238,353 30	0 33	$78,656 59			$78,656 59	33 0%	$159,696 71
COS-7	Berthen Berm Relocation (Pad 1)	1	LS	$9,246 14	$9,246 14			1 00	$9,246 14	$9,246 14	100 0%	
	Totals				**$18,341,443.59**		**$18,089,428.95**		**$49,145.87**	**$18,138,574.82**	**98.89%**	**$202,868.78**

© 2013 National Society of Professional Engineers for EJCDC All rights reserved

Invoice

Civil & Environmental Consultants, Inc.
Phone: 412-429-2324| Fax: 412-429-2114
www.cecinc.com

Robert (Rob) Stuart
Genesis Partners, Limited Partnership
P.O. Box 1000
Bridgeport, WV 26330

December 30, 2021
Project No: 165-037
Invoice No: 307499

Project 165-037 Charles Pointe Development

email: stuartrf@genesis-partners.com

Professional Services through December 4, 2021

Task 0003 Roadway Design

Professional Fees

	Hours	Rate	Amount	
Project Manager I				
Darnell, Andrew	1.50	139.43	209.15	
Project Consultant				
Mwebaza, Gloria	2.00	104.86	209.72	
	3.50		418.87	
				418.87
		Total this Task		**$418.87**

Task 0010 Construction Management

Professional Fees

	Hours	Rate	Amount	
Principal				
Cain, Steve	3.00	200.00	600.00	
Project Manager III				
Adams, Thomas	1.00	157.96	157.96	
Project Manager II				
Haws, Christopher	51.25	141.29	7,241.11	
Project Manager I				
Peters, Howard	23.00	116.59	2,681.57	
Assistant Project Manager				
Gardner, Lucas	12.75	122.29	1,559.20	
Designer				
Oldaker, Michael	.50	109.46	54.73	
Technician III				
Barnette, Evan	14.00	91.08	1,275.12	
	105.50		13,569.69	
				13,569.69

Unit Billing

CADD	13.25 Hours @ 10.00	132.50	
Field Vehicle (Daily)	5.5 Units @ 75.00	412.50	
Total Units	**1.0 times**	**545.00**	**545.00**

Project	165-037	Charles Pointe Development			Invoice	307499
				Total this Task		**$14,114.69**

Task	0025	Dominion Invoice Review			
Sub-Consultants					
Fazalare Engineering, PLLC					
11/30/2021	Fazalare Engineering, PLLC			7,500.00	
	Total Consultants		**1.1 times**	**7,500.00**	**8,250.00**
Previously invoiced on # 286559				-4,500.00	
				-4,500.00	**-4,500.00**
				Total this Task	**$3,750.00**

Task	0026	Topography/Photogrammetry			
Professional Fees					
		Hours	**Rate**	**Amount**	
Senior Project Manager					
Littler, Jason		.50	200.00	100.00	
Project Manager III					
Bainbridge, Matthew		2.00	174.96	349.92	
Assistant Project Manager					
DaProspero, Joseph		10.00	106.67	1,066.70	
Gain, Eli		2.50	120.36	300.90	
Stocking, Jared		18.00	112.33	2,021.94	
Project Consultant					
Wallace, David		.50	122.52	61.26	
Field Services Manager					
Tennant, Andrew		.25	105.00	26.25	
		33.75		3,926.97	
					3,926.97
Unit Billing					
CADD			0.5 Hours @ 10.00	5.00	
Field Vehicle (Daily)			1.0 Unit @ 75.00	75.00	
	Total Units		**1.0 times**	**80.00**	**80.00**
				Total this Task	**$4,006.97**
				Amount Due This Invoice	**$22,290.53**

Remit to:
Civil & Environmental Consultants, Inc.
PO Box 644246
Pittsburgh, PA 15264-4246

Payment Terms: Net 30 Days, 1.5% Interest Per Month on Past Due Balances

ENGINEERING/DESIGN - CONSTRUCTION OVERSIGHT

PFS 1/12/22

7-B

REQUISITION FOR PAYMENT FROM
SERIES 2019 C EXCISE TAX BONDS PROJECT FUND

$17,600,000
The County Commission of Harrison County
Junior Subordinate Special District Excise Tax Revenue and Improvement Bonds,
Series 2019 C
(Charles Pointe Economic Opportunity Development District)

REQUISITION FOR PAYMENT NO. 30

The County Commission of Harrison County, a public corporation and governing body of Harrison County, a political subdivision of the State of West Virginia (the "Issuer"), the Charles Pointe Economic Opportunity Development District Board (the "District Board") and Genesis Partners, Limited Partnership, a West Virginia limited partnership (the "Developer") by their duly Authorized Officers, hereby certify, in connection with this Requisition for Payment from Series 2019 C Excise Tax Bonds Project Fund (the "Requisition") under an Indenture of Trust, dated as of August 16, 2019 (the "Original Indenture"), between the Issuer and Wilmington Trust, N.A., as trustee thereunder (the "Trustee"), a First Supplemental Indenture of Trust for the above captioned Bonds (the "Series 2019 C Excise Tax Bonds"), dated as of August 16, 2019 (the "First Supplemental Indenture" and together with the Original Indenture, the "Indenture") between the Issuer and the Trustee and a Development Agreement, dated August 16, 2019 (the "Development Agreement"), by and among the Issuer, the Developer, the District Board and Charles Pointe Crossing, LLC (the "Site Developer"), that:

1. Terms used herein and not otherwise defined herein shall have the meanings given such terms in the Indenture and in the Development Agreement.

2. This Requisition requests credit for Costs of the Project previously paid by the Developer or the Site Developer for a portion of the principal amount and purchase price of the Series 2019 C Excise Tax Bonds for a cost which constitutes an allowable expenditure under the EODD Act, the Project Plan, the Indenture and the Development Agreement.

3. The total amount requested to be credited to the purchase price of the Series 2019 C Excise Tax Bonds pursuant to this Requisition is $3,561.59 as more particularly described in **Schedule I** attached hereto and made a part hereof. The amounts set forth herein and in **Schedule I** attached hereto are supported by the attached copies of invoices or statements.

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer, by the District Board and by the Developer by their duly Authorized Officers this 19th day of January, 2022.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

CHARLES POINTE ECONOMIC OPPORTUNITY
DEVELOPMENT DISTRICT BOARD

By: _____
Its Chairman

GENESIS P ARTNERS, LIMITED PARTNERSHIP

By: Realcom, Inc., its Managing General Partner

By: _____
James A. Corton, President of Realcom, Inc.

RESIDENT PROJECT REPRESENTATIVE'S CERTIFICATE

Robert F. Stuart, Director of Planning/Engineering, Genesis Partners, Limited Partnership, as Resident Project representative for the Residual Project, hereby certifies that the portion of the Project Plan for which payment has been made by Developer or Site Developer and which is requested to be credited to a portion of the principal amount and purchase price of the Series 2019 C Excise Tax Bonds has been constructed in accordance with the plans and specifications therefore and such costs have not been the subject of a previous requisition by the District Board and the Developer.

RESIDENT PROJECT REPRESENTATIVE

By: _____
Name: Robert F. Stuart
Title: Resident Project Representative

Schedule I
to Requisition

CREDIT FOR COSTS OF THE PROJECT PAID
BY DEVELOPER OR SITE DEVELOPER

(1) Total Amount of credit requested pursuant to this Requisition: $3,561.59

(2) Costs of the Project Paid by Developer or Site Developer:

Vendor	Description of Expense	Date of Payment	Amount
1. Genesis Partners, Limited Partnership	Project Management Services	January 12, 2022*	$3,561.59
2.			
3.			
TOTAL			$ 3,561.59

*Invoice submitted for services provided during the period of Requisition #30 from the Series 2019 A Excise Tax Bonds Project Fund

The items listed as having been paid by the Developer or Site Developer are supported by the attached copies of invoices or statements and proof of payment.

Schedule I
to Requisition
(continued)

Copies of Invoices or Statements
and Proof of Payment by Developer or Site Developer
(Attached)

Genesis Partners, Limited Partnership

Bridgeport, WV 26330

Invoice

Date	Invoice #
1/12/2022	30

Bill To
Charles Pointe Economic Opportunity Dev. % Harrison County Commission 301 W. Main St. Clarksburg, WV 26301

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	RFP #30 $71,231.87 Series 2019 A Bond Project Fund - 5%	3,561.59	3,561.59
		Total	$3,561.59

ORIGINAL

Sun Valley Public Service District

Regular Board Meeting

Tuesday, December 14, 2021

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

Present	Employees	Also Present
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, November 9, 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 11/15/21 through 12/14/21. 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 #13. Zack said the following is authorized and direct payment should be made to the following; JD Utilities for $931.00; Mid-Atlantic for $43,996.50; Pro Contracting for $121,120.04; and The Thrasher Group for $15,958.62 for a grand total of $182,006.16. Zack said after this draw down we will have requested $2,470,388.45 of the $2,596,000.00 loan that we have, and as of date we have requested $47,391.65 from the $359,347.00 grant money which leaves $311,955.35 remaining in grant money. Zack and the Board discussed this in detail. After discussion, **Sandra Patterson made a motion to accept Resolution #13 of the Sun Valley Public Service District, approving invoices related to the Water Project, IJDC #2018W-1775 and authorizing payments thereof; JD Utilities for $931.00; Mid-Atlantic for $43,996.50; Pro Contracting for $121,120.04; and the Thrasher Group for $15,958.62 for a grand total of $182,006.16. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.**
2. Kevin said on Contract #1 they have a punch list to do. Kevin said while he was bear hunting the Contractor called him and said the vault is finished and they are sending the pipe here because they don't have a yard. Logan said that he talked to Bryan Lemons yesterday and he was looking at Cabell Street and getting ready to call in a Miss Utility. Zach said with Contract #1, the remainder of monies (which was 1.4 million dollar contract with Pro Contracting) left on the Contract is $91,000.00. Zach said the Contract with Mid Atlantic, which we have only done up to Change Order #1, so we could make sure all the money was

going the way it needed to go and it was $763,000.00 and there is $188,000.00 left on it, but there is still $116,000.00 left in contingency, plus there is $16,000.00 for sites and land, so we should have enough money to get things done the way you want. Kevin said that Mid Atlantic and Logan agreed to put the clean-up on hold until spring because of the mud. Kevin said the new tank is up and running, but they have to do some electrical work which can be finished between now and the first of the year.

3. Zack informed the Board that we should have the DUN's number which will be changing to UEI number before April of 2022 and he will be working on getting this number. Zack said he would get this number to us as quickly as possible because we have to have it when we start the sewer project. Kevin said the advertisement should be in the newspaper by the end of the week. Zach said this will run for two consecutive weeks and we will be accepting bids up through the day of the next Board meeting. Zach said we can then vote on that at the next meeting and he will have the certifications at the following Board meeting, plus things to sign. Logan said we are starting to work on funding scenarios for the Sewer project. Logan said they are going to call the DEP as they are supposed to be getting a lot more money than normal. He said they want to see what their plans are on rules and regulations and how they are going to change and to get their opinion on how they would like to see this.

4. **Manager's Report**

A. Kevin provided the Board with copies of the Water and Sewer Bond Payment Schedule and advised the Board that all of the Bond payments are paid to date.

B. 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 November 24, 2021 and discussed.

C. Kevin provided the Board with a copy of the Water Loss Report for July through November 2021, with a water loss of 45.76% for the month of November, and with a year to date adjusted water loss of 36.39%. Kevin and the Board discussed in detail.

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 November, 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 a copy of the Water & Sewer Cash Flow Analysis dated June 30, 2021 and discussed in detail.

F. Kevin provided the Board with copies of the Vendor Invoice Report for Water & Sewer that is outstanding as of 11/30/21 and discussed.

G. Kevin provided the Board with a copy of the Bank Account Balances for October, 2021 and discussed.

H. Kevin provided the Board with copies of the Water and Sanitary Income Statements and the Water and Sanitary Balance Sheets for October, 2021 (period 4) and discussed in detail.

I. Kevin provided the Board with copies of the CWCR (Current Cash Working Capital Reserve) for the Water Capital Reserve Savings, FY 2021-2022; Water to Water Working Capital Reserve Savings Account Based on Expenses, where we post 3.2% of the Monthly Gross Expenses and discussed.

J. Kevin provided the Board with copies of the CWCR (Current Cash Working Capital Reserve) for the Sewer Capital Reserve Savings, FY 2021-2022; Sewer to Sewer Working Capital Reserve Savings Account, Based on Expenses, where we post 2.5% of the Monthly Gross Expenses (per PSC was 0% for FY 2019-2020, but recommends at least 2.5% in the future) and discussed.

K. Kevin provided the Board with a copy of the January, 2022 calendar and discussed. Kevin said he had discussion with the Board and they agreed to move the February Board meeting to February 15, 2022, after Valentine's Day.

5. Employee Issues

Sandra Patterson made a motion to go into Executive Session regarding employee issues. Connor Thompson seconded the motion. All in favor, none opposed and none abstained. Gregg Dale announced that the meeting was back in session. **Sandra Patterson made a motion to give Sun Valley PSD employees yearly enhancements to the following; Kevin Short, $1,500.00; Cathy Sparks, $500.00; Joyce Amos, $300.00; Rodney Miller, $500.00; Dave Barnett, $500.00; Zach Barnett, $300.00 and Zach Hayes, $300.00. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.**

Sandra Patterson made a motion to go into Executive Session to discuss salaries. Connor Thompson seconded the motion. All in favor, none opposed and none abstained. Gregg Dale announced that the meeting was back in session. Gregg said they did not do any pay raises this year due to Covid, so they have all agreed to hold off until next year to do pay raises for employees.

6. Next Board Meeting

Sandra Patterson announced that the next Board Meeting will be January 11, 2022.

7. Adjournment

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

Chairman

Treasurer

Secretary

aja

G. B

V E N D O R I N V O I C E R E P O R T

** OPEN INVOICES ** DUE DATE: 12/31/21 ** BANK:ALL **

** BEGINNING DATE: 1/01/62 - ENDING DATE: 12/29/21 **

** PAY-TO VENDOR **

ALL FUNDS

VENDOR#	VENDOR NAME / DATE	TRAN#	TYPE	REFERENCE	DESCRIPTION	I/P AMOUNT	I/P BALANCE
100	ACE HARDWARE						
	11/10/21	201202	401	17600	LIGHT BULBS FOR BATHROOM	5.99	5.99
	12/08/21	202403	401	17953	THERMOCOUPLE FOR HEATER IN SHOP	13.99	13.99
						19.98*	19.98*
125	ACE AGGREGATES						
	12/08/21	202406	401	6369	STONE FOR LEAK REPAIRS	654.08	654.08
						654.08*	654.08*
600	AMERICAN LEAK DETECTION						
	11/30/21	202084	401	6313	LEAK DETECTION FOR SVPSD & HEPZIBAH PSD	375.00	375.00
						375.00*	375.00*
800	APPALACHIAN SOFTWARE INC						
	11/10/21	201210	401	110721	INSTALLATION SUPPORT 1/1/22 - 12/31/22	4,020.50	4,020.50
						4,020.50*	4,020.50*
1,055	CHASE CARDMEMBER SERVICE						
	12/14/21	202608	401	7547-HOSTMON	RENEW DOMAIN&SITELOCK1YR&BACKUP HOST 3YR	798.21	798.21
	12/14/21	202609	401	7547-HARGRE4	CHANGE OIL,AIR&CABIN FILTER, RO TIR UN2	205.80	205.80
	12/28/21	203111	401	MIDTRA-PTPY2	NEW BRUSH HOG FOR JOHN DEERE 750-PT PAY2	999.00	999.00
						2,003.01*	2,003.01*
1,250	BENNETT & DOBBINS PLLC						
	4/16/21	190074	401	24848-SW	3RD QTR FY 2014-2015 ACCOUNTING WORK-SW	417.90	417.90
	4/16/21	190075	401	25095-SW	4TH QTR FY 2014-2015 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190076	401	25121-SW	1ST QTR FY 2015-2016 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190077	401	25194-SW	2ND QTR FY 2015-2016 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190078	401	25745-SW	3RD QTR FY 2015-2016 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190079	401	26019-SW	4th QTR FY 2015-2016 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190080	401	26065-SW	1ST QTR FY 2016-2017 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190081	401	26383-SW	2ND QTR FY 2016-2017 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190082	401	26716-SW	3RD QTR FY 2016-2017 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190083	401	26890-SW	4TH QTR FY 2016-2017 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190084	401	26982-SW	1ST QTR FY 2017-2018 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190085	401	27697-SW	2ND&3RD QTR FY 2017-2018 ACCTING WORK-SW	1,500.00	1,500.00
	4/16/21	190094	401	27856-SW	4TH QTR FY 2017-2018 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190095	401	28079-SW	1ST&2ND QTR FY 2018-2019 ACCTING WORK-SW	1,800.00	1,800.00
	4/16/21	190096	401	28571-SW	3RD QTR FY 2018-2019 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190097	401	28836-SW	ACCOUNTING SERVICES AGR HEP&SVPSD SW POR	750.00	750.00
	4/16/21	190098	401	29029-SW	4TH QTR FY 2018-2019 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190099	401	29953-WA	ACCOUNTING WORK-RFP FOR AUDITORS-WA	210.00	210.00
	4/16/21	190100	401	29953-SW	ACCOUNTING WORK-RFP FOR AUDITORS-SW	90.00	90.00
	4/16/21	190101	401	30033-WA	ACCOUNTING WORK FY 2019-2020-WATER	6,300.00	6,300.00
	4/16/21	190102	401	30033-SW	ACCOUNTING WORK FY 2019-2020-SEWER	2,700.00	2,700.00
	4/16/21	190103	401	30516	ACCOUNTING WORK COVID 19 SW RATES	825.00	825.00
						26,292.90*	26,292.90*
1,300	BILL BAILEY INSURANCE AGENCY						
	11/16/21	201381	401	92489	QTRLY INS PYMT 3 OF 4 6/30/21 - 6/30/22	9,143.00	9,143.00
						9,143.00*	9,143.00*
3,555	CONTINENTAL COFFEE SERVICE						
	12/08/21	202416	401	219216	COFFEE,CREAM&SUGAR-OFFICE&BOARD MEETINGS	42.95	42.95
						42.95*	42.95*
5,205	GOFF BACKA ALFEAR & COMPANY						
	9/13/21	198140	401	47856	FY 2019-2020 WATER AND SEWER AUDIT	7,300.00	7,300.00

V E N D O R I N V O I C E R E P O R T

** OPEN INVOICES ** DUE DATE: 12/31/21 ** BANK:ALL **

** BEGINNING DATE: 1/01/62 - ENDING DATE: 12/29/21 **

** PAY-TO VENDOR **

ALL FUNDS

VENDOR#	VENDOR NAME / DATE	TRAN#	TYPE	REFERENCE	DESCRIPTION	I/P AMOUNT	I/P BALANCE
5,205	GOFF BACKA ALFEAR & COMPANY						
						7,300.00*	7,300.00*
5,430	ENLARGED HEPZBAH PSD						
	10/27/21	200522	401	SV-2022-002	MAINTENANCE HELP - WA LEAK WILSONBURG	208.90	208.90
	10/27/21	200523	401	SV-2022-003	MAINTENANCE HELP - WA LEAK BFS	115.50	115.50
	10/27/21	200524	401	SV-2022-004	MAINTENANCE HELP - WA LEAK - GARY DODD	66.00	66.00
	10/27/21	200525	401	SV-2022-005	MAINTENANCE HELP - WA LEAK - OLD DAV RUN	71.50	71.50
	12/14/21	202605	401	SV-2022-006	MAINT HELP- WA LEAK-CABOOSE LANE WOLF SU	66.00	66.00
						527.90*	527.90*
5,900	CORE & MAIN						
	11/30/21	202097	401	P928410	SUPS TO CONNECT NEW WATER LINES@SV TANK	1,189.27	1,189.27
	12/08/21	202412	401	P890788	PIN LOCKS FOR METERS	73.64	73.64
	12/08/21	202413	401	P890799	LOCKS FOR METERS	200.00	200.00
	12/08/21	202414	401	Q010910	SUPPS-LEAK REPAIR DOLAN STREET-WOLF SUM	135.26	135.26
	12/14/21	202601	401	Q022185	SUPPS-REDO WA TAPS ON CORK STREET	672.18	672.18
	12/14/21	202602	401	Q022195	SUPPLIES FOR LEAK REPAIRS	347.68	347.68
	12/14/21	202603	401	Q023213	MARKING PAINT FOR MISS UTILITIES	62.28	62.28
						2,680.31*	2,680.31*
5,910	CORKY WELLS ELECTRIC/CW SERVIC						
	11/30/21	202099	401	2609734	TROUBLESHOOT PD BLOWERS @ LAKE FLOYD	240.00	240.00
	11/30/21	202100	401	2609735	TROUBLESHOOT LIFT STAT PUMP 1 @ LAKE FLO	480.00	480.00
						720.00*	720.00*
8,800	PUBLIC SERVICE COMMISSION						
	7/14/21	194941	401	12153	INTRASTATE REVENUE ASSESSMENT 2020	4,421.28	4,421.28
						4,421.28*	4,421.28*
9,351	RONALD LANE INC.						
	4/23/21	190361	401	31520	8TH REIMBURSEMENT LOT 1 SEWER	229.26	229.26
	4/23/21	190362	401	31520-2	8TH REIMBURSEMENT LOT 5 SEWER	229.26	229.26
	4/23/21	190363	401	31520-3	8TH REIMBURSEMENT LOT 10 SEWER	229.26	229.26
	4/23/21	190364	401	91520-1	9TH REIMBURSEMENT LOT 1 SEWER	229.26	229.26
	4/23/21	190365	401	91520-2	9TH REIMBURSEMENT LOT 5 SEWER	229.26	229.26
	4/23/21	190366	401	91520-3	9TH REIMBURSEMENT LOT 10 SEWER	229.26	229.26
	4/23/21	190367	401	31521-1	10TH REIMBURSEMENT LOT 1 SEWER	229.26	229.26
	4/23/21	190368	401	31521-2	10TH REIMBURSEMENT LOT 5 SEWER	229.26	229.26
	4/23/21	190369	401	31521-3	10TH REIMBURSEMENT LOT 10 SEWER	229.26	229.26
						2,063.34*	2,063.34*
11,475	CHARTER COMMUNICATIONS						
	12/21/21	202999	401	653801 1/22	PHONE & INTERNET SERVICE	321.13	321.13
						321.13*	321.13*
11,900	TUCK'S WELDING						
	11/10/21	201198	401	583358	RENT DUMP TR-WA LEAK OLD DAV RUN 7/21/21	125.00	125.00
	11/10/21	201199	401	583359	RENT DUMP TR-LF PLANT CLEAN-DRYING BEDS	50.00	50.00
	11/10/21	201200	401	583360	RENT DUMP TRUCK-TRASH TO DUMP 8-22-21	100.00	100.00
	11/10/21	201201	401	583361	RENT DUMP TR-WA LEAK OLD DAV RUN 8/24/21	75.00	75.00
	11/16/21	201376	401	583362	RENT DUMP TRUCK-WA LEAK DOLAN ST 9/17/21	150.00	150.00
						500.00*	500.00*
13,900	WV RURAL WATER ASSOCIATION						
	12/08/21	202415	401	120821	2022 MEMBERSHIP DUES	726.69	726.69
						726.69*	726.69*
					VENDOR INVOICES	61,812.07**	61,812.07**

V E N D O R I N V O I C E R E P O R T

** OPEN INVOICES ** DUE DATE: 12/31/21 ** BANK:ALL **

** BEGINNING DATE: 1/01/62 - ENDING DATE: 12/29/21 **

** PAY-TO VENDOR **

ALL FUNDS

	ACCOUNT #	TITLE	QUAN	AMOUNTS	QUAN	BALANCES
B	80 107 100 00	CONSTRUCTION-WORK IN PROGRESS	1	1,189.27	1	1,189.27
B	80 651 100 00	MAINTENANCE OF MAINS	15	3,617.50	15	3,617.50
B	80 653 000 00	MAINTENANCE OF METERS	2	273.64	2	273.64
B	80 675 200 00	HEPZIBAH MAINTENANCE HELP	1	187.50	1	187.50
B	80 921 000 00	OFFICE SUPPLIES & OTHER EXP	3	658.81	3	658.81
B	80 921 100 00	OFFICE SUPPLIES & OTHER EXPENS	2	13.98	2	13.98
B	80 921 300 00	TELEPHONE EXPENSES	1	224.79	1	224.79
B	80 923 000 00	OUTSIDE SERVICES - COMPUTER	1	2,814.35	1	2,814.35
B	80 923 400 00	OUTSIDE SERVICES-ACCOUNTING	2	6,510.00	2	6,510.00
B	80 923 425 00	OUTSIDE SERVICES-AUDIT	1	3,650.00	1	3,650.00
B	80 923 800 00	OUTSIDE SERVICES - OTHER	1	561.61	1	561.61
B	80 924 000 00	PROPERTY INS & BLANKET BONDS	1	6,400.10	1	6,400.10
B	80 928 000 00	REGULATORY COMMISSION EXPENSE	1	3,094.90	1	3,094.90
B	80 933 000 00	TRANSPORTATION	1	144.06	1	144.06
	FUND# 80	WATER FUND	33	29,340.51	33	29,340.51
B	81 271 300 00	5.5 SEWER LINE EXT CONTRIBUT	9	2,063.34	9	2,063.34
B	81 703 000 00	SUPPLIES & EXPENSES	2	318.38	2	318.38
B	81 793 000 00	GENERAL & MISC SUPPLIES & EXP	5	288.35	5	288.35
B	81 795 100 00	OUTSIDE SERVICES-ACCOUNTING	20	19,782.90	20	19,782.90
B	81 795 125 00	OUTSIDE SERVICES-AUDIT	1	3,650.00	1	3,650.00
B	81 795 150 00	OUTSIDE SERVICES - COMPUTER	1	1,206.15	1	1,206.15
B	81 795 800 00	OUTSIDE SERVICES - OTHER	1	165.08	1	165.08
B	81 797 000 00	REGULATORY COMMISSION EXPENSES	1	1,326.38	1	1,326.38
B	81 798 000 00	PROPERTY INSURANCE & BONDS	1	2,742.90	1	2,742.90
B	81 803 250 00	LAKE FLOYD MAINTENANCE HELP SW	3	770.00	3	770.00
B	81 807 200 00	TELEPHONE EXPENSE	1	96.34	1	96.34
B	81 811 000 00	TRANSPORTATION EXPENSE	1	61.74	1	61.74
	FUND# 81	SEWER FUND	46	32,471.56	46	32,471.56
		ALL FUNDS	79	61,812.07	79	61,812.07

Enlarged Hepzibah PSD

Regular Board Meeting

Monday, December 13, 2021

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

Present	Employees	Also Present
Darlene Swiger	Kevin Short	Tom Marion
Sharon Hamilton		Sheena Hunt
Fred Martin		

1. **Approval of Minutes**
   Sharon Hamilton made a motion to approve the minutes for Monday, November 8, 2021 as a couple of corrections need to be made. Fred Martin seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**
   Fred Martin made a motion to approve the Checks Signed Document dated 11/01/21 through 11/30/21. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

3. **Hepzibah Water Project**

1. Sheena Hunt said that she just wanted to come to the meeting, but didn't have very much to discuss. Ms. Hunt said she got an update about Morgan Haymond and the work that he has done. Shelley wasn't able to attend the meeting tonight because she wasn't feeling well.
2. Tom Marion informed the Board that earlier today, they had a discussion with IJDC about the status update of the project. The project has been submitted to the PSC and they received it on the 1st of December. Tom said the Administrative Law Judge has until April 15, 2022 for a decision, so we have until then to get everything else buttoned up. There is a notice that we have to put out to the customers stating we have submitted a notice of filing for the Water Project to the PSC. Kevin and Tom had a discussion with the Board on the number of people that Morgan Haymond has to get rights of ways from and some of the problems he has encountered. Kevin said that we should have the bulk of the rights of ways finished by the second week of January. Kevin and the Board discussed this in great detail.

4. **Manager's Report**

A. Kevin provided the Board with a copy of the A/P Aging Summary sheet as of November 30, 2021 and discussed.
B. Kevin provided the Board with a copy of the Profit & Loss Report for November, 2021 and discussed.
C. Kevin provided the Board with a copy of the Statement of Cash Flows sheet for November, 2021 and discussed.
D. Kevin provided the Board with a copy of November, 2021 Past Due Accounts and discussed.
E. Kevin provided the Board with a copy of the Income and Expense report for November, 2021

and discussed.

F. Kevin provided the Board with a copy of the November, 2021 Water Loss report and said the water loss was 47.2 %.

G. Kevin informed the Board that Don's truck finally got fixed and picked up today. Kevin said they had to replace the fuel pump which cost $2,100.00, but hopefully, the truck will get us through until we get a rate increase approved.

H. Kevin informed the Board that he hired a company called "The Clean Team" to clean the offices. Kevin said they will come every 2 weeks to clean and we are going to split the bill 50/50 and they charge $150.00 every time they clean. Kevin and the Board discussed this in detail.

I. Kevin provided the Board with a copy of December, 2021 and January, 2022, calendars and discussed. Kevin and the Board decided to move the February 14, 2022 meeting to February 7, 2022.

5. Employee Issues

Sharon Hamilton made a motion to give Hepzibah PSD employees yearly enhancements in the amount of $500.00 each for a total of $2000.00. Fred Martin seconded the motion. All in favor, none opposed and none abstained.

6. Next Board Meeting

Sharon Hamilton announced that the next board meeting will be January 10, 2021.

7. Adjournment

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

Darlene Swiger
Chairman

Sharon Hamilton
Treasurer

Fred F. Martin
Secretary

aja

Enlarged Hepzibah PSD
Profit & Loss
December 2021

	Dec 21	
Income		
1500 · Late Fees		759.71
1501 · Metered Sales		23,326.11
1505 · Misc Income		410.00
4610 · Metered Water Sales		43,687.02
4700 · Water Late Fees		806.98
4741 · Reconnect Fees		75.00
4746 · Credit Card Charges		463.50
Total Income		69,528.32
Gross Profit		69,528.32
Expense		
1704 · Utilities - Sewer Plant		1,888.31
1743 · Transportation Expense		2,951.17
1790 · Postage		894.90
1793 · Supplies		1,712.82
1794 · Uniforms		601.04
1795 · Telephone		288.64
1796 · Outside Services		6,002.50
1797 · Misc Expense		62.00
1799 · Advertising		34.46
6020 · Purchased Water		24,593.94
66000 · Payroll Expenses		18,677.65
6661 · Water Testing		231.00
6662 · Power & Fuel		
6662.1 · HREA	1,745.61	
6662.2 · Mon Power	204.49	
Total 6662 · Power & Fuel		1,950.10
9210 · Office Supplies		2,035.53
9240 · Property Insurance - Water		1,000.00
9260 · Pensions & Benefits		1,527.14
Total Expense		64,451.20
Net Income		5,077.12

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

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Ace Hardware	61.96	0.00	0.00	0.00	0.00	61.96
AMERICAN LEAK DETECTION	375.00	0.00	0.00	0.00	0.00	375.00
B&M Environmental LLC	3,322.50	0.00	0.00	0.00	0.00	3,322.50
Bennett & Dobbins PLLC	0.00	0.00	0.00	6,900.00	39,359.08	46,259.08
BILL BAILEY INSURANCE AGENCY, INC	1,000.00	0.00	0.00	0.00	0.00	1,000.00
Chenoweth Ford	2,149.69	0.00	0.00	0.00	0.00	2,149.69
CINTAS	96.60	0.00	0.00	0.00	0.00	96.60
CITCO	555.07	0.00	0.00	0.00	0.00	555.07
City of Shinnston	26.70	0.00	0.00	0.00	0.00	26.70
Clarksburg Water Board	24,593.94	0.00	0.00	0.00	46,826.91	71,420.85
Core & Main LP	0.00	0.00	0.00	0.00	-941.63	-941.63
CORKY WELLS ELECTRIC	2,246.40	0.00	0.00	0.00	0.00	2,246.40
ENCOVA	2,489.00	0.00	0.00	0.00	0.00	2,489.00
Enlarged Hepzibah PSD	682.68	0.00	0.00	0.00	0.00	682.68
Hart Office Solutions	28.69	0.00	0.00	0.00	0.00	28.69
Mon Power	1,178.93	0.00	0.00	0.00	0.00	1,178.93
Sun Valley Public Service Oistrict	0.00	0.00	0.00	0.00	21,461.79	21,461.79
Tepco	1,288.92	0.00	0.00	0.00	0.00	1,288.92
THRASHER	0.00	2,412.50	0.00	0.00	0.00	2,412.50
Unifirst Corporation	306.76	0.00	0.00	0.00	0.00	306.76
USPS	265.00	0.00	0.00	0.00	0.00	265.00
Vincent Lumber Company	11.90	0.00	0.00	0.00	0.00	11.90
TOTAL	40,679.74	2,412.50	0.00	6,900.00	106,706.15	156,698.39

Enlarged Hepzibah PSD
Statement of Cash Flows
December 2021

	Dec 21
OPERATING ACTIVITIES	
Net Income	5,077.12
Adjustments to reconcile Net Income to net cash provided by operations:	
1000.1 · Water:1370 · Returned Checks	25.00
Account Payable	-8,586.17
1200 · Other Liabilties - Sewer:1227 · Customer Deposits	600.00
1201 · Other Current Liabilities - Wat:2350 · Customer Deposits	557.28
24000 · Payroll Liabilities	1,957.72
Net cash provided by Operating Activities	-369.05
INVESTING ACTIVITIES	
1400 · Fixed Assets - Sewer:1334 · Pumping System Equipment	-3,535.32
1401 · Fixed Assets - Water:3430 · T&D Mains	-555.07
Net cash provided by Investing Activities	-4,090.39
FINANCING ACTIVITIES	
1300 · Long Term Liabilities - Sewer:1236 · 05 USDA Bond Payable	-6,711.48
Net cash provided by Financing Activities	-6,711.48
Net cash increase for period	-11,170.92
Cash at beginning of period	41,840.77
Cash at end of period	30,669.85

CHECKS SIGNED DOCUMENT
DATED
DECEMBER 1, 2021 – DECEMBER 31, 2021

For Vendor - Check #'s Signed by Kevin Short and Rhonda Beezel	1252 - 1275 (Water)
For Payroll - Check #'s Signed by Kevin Short and Rhonda Beezel	7906 – 7909 (Sewer)
For Vendor - Check #'s Signed by Kevin Short and Rhonda Beezel	7910 – 7915 (Sewer)
For Payroll - Check #'s Signed by Kevin Short and Rhonda Beezel	7916 – 7919 (Sewer)
For Vendor - Check #'s Signed by Kevin Short and Rhonda Beezel	7920– 7926 (Sewer)
For Payroll Check #'s Signed by Kevin Short and Rhonda Beezel	7927 – 7937 (Sewer)
For Vendor - Check #'s Signed by Kevin Short and Rhonda Beezel	7938 – 7938 (Sewer)
For Payroll Check #'s Signed by Kevin Short and Rhonda Beezel	7939 – 7942 (Sewer)
For Vendor - Check #'s Signed by Kevin Short and Rhonda Beezel	7943 – 7946 (Sewer)
For Payroll Check #'s Signed by Kevin Short and Rhonda Beezel	7947 – 7950 (Sewer)

Darlene Swiger
Chairman

Sharon Hamilton
Treasurer

Secretary

10

HARRISON COUNTY
SHERIFF AND TREASURER

ROBERT G. MATHENY

301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301
PHONE (304) 624-8550 FAX (304) 624-8734

January 7, 2022

Harrison County Commission
301 West Main St
Clarksburg, WV 26301

Dear Commissioners:

The Harrison County Sheriff Offices' nomination for the Harrison/Taylor E911 Advisory Board member from this agency for a three (3) year term beginning on January 1, 2022 and ending on December 31, 2024 is Sheriff Robert G. Matheny and therefore requests the advice and consent from the Harrison County Commission on this appointment.

Sincerely,

Robert G. Matheny
Sheriff of Harrison County
President of Harrison/Taylor E911 Advisory Board

CITY OF CLARKSBURG
BOARD OF PARK COMMISSIONERS

17

222 WEST MAIN STREET
CLARKSBURG, WV 26301

OFFICE
(304) 624-1655

FAX
(304) 624-1684

WEB SITE
www.cityparksofclarksburg.com

EMAIL ADDRESS
klewis@cityofclarksburgwv.com

OFFICE HOURS:
8:30 A.M. to 4:00 P.M.
Monday thru Friday

JOHN M. ANGIULLI
President
KELLEY A. DAVISSON
Vice President
JAMES P. LARRY II
JAMES A. WILLIAMS
WILLIAM G. KEHRER
JOHN H. COOPER, JR.
Superintendent
KELLIE J. LEWIS
Office Manager
TESSA FAZZINI
Recreation Coordinator

January 10, 2022

Mrs. Susan Thomas, President
Mr. Patsy Trecost, Commissioner
Mr. David Hinkle, Commissioner
Harrison County Commission
Harrison County Court House
301 W. Main Street
Clarksburg, WV 26301

Dear Mrs. Thomas, Mr. Trecost and Mr. Hinkle:

On behalf of the City of Clarksburg Board of Park Commissioners, I would like to take this opportunity to thank the members of the Harrison County Commission for their cooperation in the subsidizing of the Frank Loria Memorial Field. This has been a very worthwhile project as the field has been utilized by the youths of Clarksburg and Harrison County.

In order to continue to provide valuable services, we are requesting that the Harrison County Commission maintain their support of this project by allocating $8,000.00 to it in their 2022-23 Budget. We have made the same request of the City of Clarksburg.

In order to continue to provide valuable services, we are requesting that the Harrison County Commission maintain their support of this facility by allocating $8,000.00 to it in their 2022-23 Budget. We have made the same request of the City of Clarksburg.

The Subsidy will be used to offset the expense of county teams which use Frank Loria Memorial Field. In 2021, 195 games were played at the Field.

Your on going support is greatly appreciated. Together we can continue to furnish recreation to the youth of Clarksburg and Harrison County.

Sincerely,

John Cooper
Superintendent of Parks & Recreation

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER.

2021 FRANK LORIA FIELD REPORT

ORGANIZATION	TOTAL GAMES
HARRISON YOUTH BASEBALL (PONY)	45
NOTRE DAME HIGH SCHOOL	18
SALEM INTERNATIONAL UNIVERSITY	15
AMERICAN LEGION	4
FAIRMONT UNIVERSITY	3
BRIDGEPORT HIGH SCHOOL	3
TRAVEL TOURNAMENTS	107
TOTALS	195

12

HARRISON COUNTY
SHERIFF AND TREASURER

ROBERT G. MATHENY

301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301
PHONE (304) 624-8550 FAX (304) 624-8734

January 11, 2022

Harrison County Commission
301 West Main St
Clarksburg, WV 26301

Dear Commissioners:

The North Central West Virginia Law Enforcement Council's nomination for the Harrison/Taylor E911 Advisory Board member from this organization for a three (3) year term beginning on January 1, 2022 and ending on December 31, 2024 is Stonewood Police Chief Mike Secreto and therefore requests the advice and consent from the Harrison County Commission on this appointment.

Sincerely,

Edward S. Lattea

E. Scott Lattea
Chief Deputy Harrison County
President North Central West Virginia Law Enforcement Council

Harrison County WV Commission FOIA Policy & Fee Schedule

Effective 1/19/2022

1. Purpose

The purpose of this policy is to standardize the procedures within the Harrison County Commission (Commission) associated with processing Freedom of Information Act (FOIA) requests, except as otherwise directed by the County Administrator.

2. Scope

This policy applies to all employees of the Commission and any individual or organization charged with producing Commission FOIA responses and contracted organizations and individuals as their contracts may require compliance with this policy or Commission policies.

3. Applicable W. Va. Code / List of Exemptions

West Virginia Code, Chapter 29B, "Freedom of Information" (Appendix A)

4. Definitions

The definitions below are applicable unless the context in which the defined words are used clearly requires a different meaning.

- **Addressee**: The person to whom the FOIA Request is addressed. All FOIA Requests should be submitted using the Harrison County WV Commission's Freedom of Information Request form (via email or mail) to the County Administrator.
- **Legal Counsel**: An attorney or law firm designated by the County Commission.
- **Record**: "Public Record" includes any writing containing information prepared or received by a public body, the content or context of which, judged either by content or context, relates to the conduct of the public's business. "Writing" includes any books, papers, maps, photographs, cards, tapes, recordings, or other documentary materials regardless of physical form or characteristics.
- **Request**: A request that is submitted to the County Administrator using the Commission's Freedom of Information Request form or in such other format as maybe acceptable to the

County Administrator. A Harrison County Commission Freedom of Information Request form should be completed for every request and kept on file.

- **Requester**: The person requesting a FOIA response.

5. Dispositions of a FOIA Request

The disposition of a FOIA request may be resolved by:

- Notifying the Requester that the Request lacks reasonable specificity for fulfillment;
- Notifying the Requester that the requested Records are not possessed by the Commission;
- Notifying the Requester where the requested Records may be obtained from the Commission's website or other websites if the information is already in existence in a public forum;
- Notifying the Requester of the time and place at which he or she may inspect and request copies of Records. Responses to such Requests will be in accordance with the law and, except where it may be inapplicable, this policy. Consult Legal Counsel if guidance is needed;
- Furnishing copies of the requested Records in accordance with the law and this policy;
- Responding to the Requester, as provided in Section 6 of this policy, when the requested Records are relevant to a suit or grievance against the Commission; or
- Denying the Request, in whole or in part, and providing the Requester with a written statement containing the information in Section 7 of this policy. A copy of the denial shall be maintained in the office of the County Commission for retention for one year, unless law or other policy requires a longer period.

6. Time to Respond to a FOIA Request; Request for Extension Time to Respond

- A response fulfilling or denying a FOIA Request or reasons why the FOIA request may not be provided must be made within five days of receipt of the Request Form by the County Administrator, not including the day of receipt, Saturdays, Sunday, and legal holidays.

Request for Extension

- If the Commission determines that the requested Records cannot be retrieved and copied before the response is due, the County Administrator:
  - Processes the Request in conformance with this policy;
  - Attempts to contact by telephone or email the Requester to:
    - Provide any fee information required by Section 8;
    - Explain why the response cannot be timely prepared;
    - Provide an estimated time when the response will be ready, and
    - If the request for an extension is refused, proceed to provide the response as soon as practicable.
- Sends a letter or email to the Requester documenting any telephone conversation, including any fee information.

- If there was no telephone or email reply, sends a letter to the Requester containing the information and request that would have been provided in the telephone call.

7. Processing of Requests Received by the County Administrator

FOIA Requests should be addressed to the County Administrator, as the sole Addressee:

- If the Request is related to a potentially controversial or sensitive matter, the County Administrator sends a copy of the Request (or forwards the email or voicemail) to Legal Counsel, if the Requester did not address or copy them.
- If it is known that the requested Records relate to a suit or grievance against the Commission, the County Administrator hand-delivers or faxes a copy of the Request (or forwards the email or voicemail) to the attorney defending the Commission and inquires if a FOIA response should be prepared or whether the attorney will respond as part of the suit or grievance.
- If the Request is routine, it may require Legal Counsel to approve the response when it is prepared; and, as appropriate, the County Administrator consults with him or her regarding:
- The drafting of the response letter and any Records that may be exempt from disclosure under the West Virginia FOIA, W. Va. Code 29B-1-4, other provision of law, court orders, or court recognized privileges, such as attorney-client attorney work-product, deliberative process, etc.; and
- If the response will be a denial of the Request, in whole or in part, inclusion of statements that notify the Requester:
    - The reasons for the denial. (The Commission is not required to prepare a Vaughn index, which lists all of the records that the Commission is not producing due to the applicable exemptions. In Farley v. Worley, 215 W. Va. 412, 599 S.E.2d 835 (2004), the Supreme Court of Appeals of West Virginia made this distinction clear. "In other words, the Vaughn index is implicated by FOIA litigation – not by a FOIA denial." ID., at 426, 849.)
    - That the Requester may institute proceedings in the Circuit Court of the jurisdiction where the Records are kept, i.e., the Circuit Court of Harrison County, West Virginia.
- Makes an estimate of the fee to be charged based on the fees established in Section 8 of this policy;
- Takes the following action when the estimated fee is more than $5.00 and the Requester did not include in his or her Request an agreement to pay an amount equal to or greater than the estimated fee:
- Attempts to telephone or email the Requester to inform him or her:
    - Of the estimated fee and requests agreement of the Requester to pay that fee;
    - That the exact fee will be communicated to him; or
    - That no copies of Records will be released until the fee is paid; and
- Sends a letter or email to the Requester to:

- Confirm any agreement of the Requester to pay the estimated fee; or
- If the Requester refused to pay the fee, or if there was no telephone conversation or email reply, inform the Requester of the estimated fee and that nothing further will be done regarding the Request until the Agency receives agreement to pay the estimated fee.

- Determines the exact fee in accordance with Section 8 of this policy;
- Drafts the response letter and obtains the review and approval of the Response by Legal Counsel, unless he or she has stated that such is not necessary.
- Signs the response letter or requests Legal Counsel to sign it;
- Telephones or email the Requester (or, if the Requester cannot be reached by telephone, sends a letter) and informs him or her of the fee and that the response to the Request will be held until payment is received by check or money order made payable to The Commission of Bridgeport; and
- When the fee is received, sends the fee to Finance Director, mails or emails the response to the Requester, and files a complete copy of the response for one year, unless law or other policy requires a longer period.

8. Fees <u>Copy Fee:</u>

- Black & White copies - $1.00 (One Dollar) per page printed on 8.5" x 11" or 8.5" x 14" paper.
- Color copies - $2.00 (Two Dollars) per page printed on 8.5" x 11" or 8.5" x 14" paper.

<u>Documents put onto CD:</u>

- $5.00 flat fee per produced CD.

<u>Maps, Large Scale Printing:</u>

- 8"x 11" $15.00
- 11"x 17' $30.00
- 24"x 36" $40.00
- 36" x 48" $60.00

<u>Video or Audio Reproduction:</u>

- $19.95

<u>Sales Tax:</u>

- Applicable taxes will be applied to all requests/orders.

Postage/Shipping/Handling:

- Will be charged at cost and will be sent according to the instructions of the Request.
- Shipping charges for Videos will be $15.

Payment:

- All fees must be paid prior to receiving requested material. There are no exceptions.
- After information is gathered and compiled, the Commission Office will generate an invoice that is to be paid at the County Clerk's Office located on the 2nd floor of the Harrison County Courthouse prior to production, unless otherwise directed by the County Administrator.

Fee Waiver

- A request for a fee waiver may be made on the Commission Freedom of Information Request form. An explanation is required for a fee waiver. Any waiver of fees will be at the discretion of the County Administrator.

Harrison County WV
Freedom of Information Request

Requester's Name:_____

Requester's Telephone Number:_____

Requester's Address:_____

City:_____

State:_____

Zip:_____

Fax Number:_____

Email:_____

Records sought (be specific). If known, you should include any file designations or descriptions for the records that you might want:-

_____

_____

_____

_____

_____

Signature:_____ **Date:**_____

Description of Requestor (Required Field):

____ Individual seeking information for personal use.
____Affiliated with a private corporation and seeking information for use in the company's business.
____A representative of the news media (press and this request is made as part of a news gathering and not for commercial use)
____Affiliated with a public interest group and this request is not for commercial use. Fee Waiver Requested (if selected, an explanation is required):

_____

_____

Please submit this form via email or mail to: CountyAdministrator@harrisoncountywv.gov

Harrison County Commission
Attn: County Administrator
301 West Main St, Clarksburg, WV 26301

APPENDIX A

WEST VIRGINIA CODE

CHAPTER 29B. FREEDOM OF INFORMATION.

§ 29B-1-1. Declaration of policy.

Pursuant to the fundamental philosophy of the American constitutional form of representative government which holds to the principle that government is the servant of the people, and not the master of them, it is hereby declared to be the public policy of the State of West Virginia that all persons are, unless otherwise expressly provided by law, entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and employees. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments of government they have created. To that end, the provisions of this article shall be liberally construed with the view of carrying out the above declaration of public policy.

§ 29B-1-2. Definitions.

As used in this article:

(1) "Custodian" means the elected or appointed official charged with administering a public body.

(2) "Law-enforcement officer" shall have the same definition as this term is defined in W.Va. Code §30-29-1: Provided, That for purposes of this article, "law-enforcement officer" shall additionally include those individuals defined as "chief executive" in W.Va. Code §30-29-1.

(3) "Person" includes any natural person, corporation, partnership, firm or association.

(4) "Public body" means every state officer, agency, department, including the executive, legislative and judicial departments, division, bureau, board and commission; every county and city governing body, school district, special district, municipal corporation, and any board, department, commission council or agency thereof; and any other body which is created by state or local authority or which is primarily funded by the state or local authority.

(5) "Public record" includes any writing containing information prepared or received by a public body, the content or context of which, judged either by content or context, relates to the conduct of the public's business.

(6) "Writing" includes any books, papers, maps, photographs, cards, tapes, recordings or other documentary materials regardless of physical form or characteristics.

(7) "Publicly-administered utility enterprise" includes electric power generation, transmission, and distribution systems; water supply and distribution systems; wastewater including stormwater collection, treatment, and disposal systems of all types; public transportation systems; solid waste collection and disposal systems and facilities; or other public entity providing utility services, excluding airports, which are owned or administered by a governmental entity.

§ 29B-1-3. Inspection and copying of public record; requests of Freedom of Information Act requests registry.

(a) Every person has a right to inspect or copy any public record of a public body in this state, except as otherwise expressly provided by section four [§ 29B-1-4] of this article.

(b) A request to inspect or copy any public record of a public body shall be made directly to the custodian of such public record.

(c) The custodian of any public records, unless otherwise expressly provided by statute, shall furnish proper and reasonable opportunities for inspection and examination of the records in his or her office and reasonable facilities for making memoranda or abstracts therefrom, during the usual business hours, to all persons having occasion to make examination of them. The custodian of the records may make reasonable rules and regulations necessary for the protection of the records and to prevent interference with the regular discharge of his or her duties. If the records requested exist in magnetic, electronic or computer form, the custodian of the records shall make copies available on magnetic or electronic media, if so requested.

(d) All requests for information must state with reasonable specificity the information sought. The custodian, upon demand for records made under this statute, shall as soon as is practicable but within a maximum of five days not including Saturdays, Sundays or legal holidays: (1) Furnish copies of the requested information; (2) Advise the person making the request of the time and place at which he or she may inspect and copy the materials; or (3) Deny the request stating in writing the reasons for such denial. A denial shall indicate that the responsibility of the custodian of any public records or public body to produce the requested records or documents is at an end, and shall afford the person requesting them the opportunity to institute proceedings for injunctive or declaratory relief in the circuit court in the county where the public record is kept.

(e) The public body may establish fees reasonably calculated to reimburse it for its actual cost in making reproductions of records. A public body may not charge a search or retrieval fee or otherwise seek reimbursement based on a man-hour basis as part of costs associated with making reproduction of records.

(f) The Secretary of State shall maintain an electronic data base of notices of requests as required by section three-a [§ 29B-1-3a] of this article. The database shall be made available to the public via the Internet and shall list each freedom of information request received and the outcome of the request. The Secretary of State shall provide on the website a form for use by a public body to report the results of the freedom of information request, providing the nature of the request and the public body's response thereto, whether the request was granted, and if not, the exemption asserted under section four of this article to deny the request.

§ 29B-1-3a. Reports to Secretary of State by public bodies.

(a) Beginning January 1, 2016, each public body that is in receipt of a freedom of information request shall provide information to the Secretary of State relating to, at a minimum, the nature of the request, the nature of the public body's response, the time-frame that was necessary to comply in full with the request; and the amount of reimbursement charged to the requester for the freedom of information request: Provided, That the public body shall not provide to the Secretary of State the public records that were the subject of the FOIA request.

(b) Pursuant to article three [§§ 29A-3-1 et seq.], chapter twenty-nine-a of this code, the Secretary of State shall propose rules and emergency rules for legislative approval relating to the creation and maintenance of a publically accessible database available on the Secretary of State's website; the establishment of forms and procedures for submission of information to the Secretary of State by the public body; and for other procedures and policies consistent with this section.

§ 29B-1-4. Exemptions.

(a) There is a presumption of public accessibility to all public records, subject only to the following categories of information which are specifically exempt from disclosure under this article:

(1) Trade secrets, as used in this section, which may include, but are not limited to, any formula, plan, pattern, process, tool, mechanism, compound, procedure, production data, or compilation of information which is not patented which is known only to certain individuals within a commercial concern who are using it to fabricate, produce, or compound an article or trade or a service or to locate minerals or other substances, having commercial value, and which gives its users an opportunity to obtain business advantage over competitors;

(2) Information of a personal nature such as that kept in a personal, medical, or similar file, if the public disclosure of the information would constitute an unreasonable invasion of privacy, unless the public interest by clear and convincing evidence requires disclosure in this particular instance: Provided, That this article does not preclude an individual from inspecting or copying his or her own personal, medical, or similar file;

(3) Test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examination;

(4)

(A) Records of law-enforcement agencies that deal with the detection and investigation of crime and the internal records and notations of such law-enforcement agencies which are maintained for internal use in matters relating to law enforcement;
(B) Records identifying motor vehicles used, and the agencies using them, for undercover investigation activities conducted by state law-enforcement agencies or other agencies that are authorized by this code to use undercover or unmarked vehicles;

(5) Information specifically exempted from disclosure by statute;

(6) Records, archives, documents, or manuscripts describing the location of undeveloped historic, prehistoric, archaeological, paleontological, and battlefield sites or constituting gifts to any public body upon which the donor has attached restrictions on usage or the handling of which could irreparably damage the record, archive, document, or manuscript;

(7) Information contained in or related to examination, operating or condition reports prepared by, or on behalf of, or for the use of any agency responsible for the regulation or supervision of financial institutions, except those reports which are by law required to be published in newspapers;

(8) Internal memoranda or letters received or prepared by any public body;

(9) Records assembled, prepared, or maintained to prevent, mitigate, or respond to terrorist acts or the threat of terrorist acts, the public disclosure of which threaten the public safety or the public health;

(10) Those portions of records containing specific or unique vulnerability assessments or specific or unique response plans, data, databases and inventories of goods or materials collected or assembled to respond to terrorist acts; and communication codes or deployment plans of law-enforcement or emergency response personnel;

(11) Specific intelligence information and specific investigative records dealing with terrorist acts or the threat of a terrorist act shared by and between federal and international law-enforcement agencies, state and local law-enforcement, and other agencies within the Department of Homeland Security;

(12) National security records classified under federal executive order and not subject to public disclosure under federal law that are shared by federal agencies and other records related to national security briefings to assist state and local government with domestic preparedness for acts of terrorism;

(13) Computing, telecommunications, and network security records, passwords, security codes, or programs used to respond to or plan against acts of terrorism which may be the subject of a terrorist act;

(14) Security or disaster recovery plans, risk assessments, tests, or the results of those tests;

(15) Architectural or infrastructure designs, maps, or other records that show the location or layout of the facilities where computing, telecommunications, or network infrastructure used to plan against or respond to terrorism are located or planned to be located;
(16) Codes for facility security systems; or codes for secure applications for facilities referred to in subdivision (15) of this subsection;

(17) Specific engineering plans and descriptions of existing public utility plants and equipment;

(18) Customer proprietary network information of other telecommunications carriers, equipment manufacturers and individual customers, consistent with 47 U.S.C. §222;

(19) Records of the Division of Corrections, Regional Jail and Correctional Facility Authority and the Division of Juvenile Services relating to design of corrections, jail and detention facilities owned or operated by the agency, and the policy directives and operational procedures of personnel relating to the safe and secure management of inmates or residents, that if released, could be used by an inmate or resident to escape a facility, or to cause injury to another inmate, resident, or to facility personnel;

(20) Information related to applications under §61-7-4 of this code, including applications, supporting documents, permits, renewals, or any other information that would identify an applicant for or holder of a concealed weapon permit: Provided, That information in the aggregate that does not identify any permit holder other than by county or municipality is not exempted: Provided, however, That information or other records exempted under this subdivision may be disclosed to a law-enforcement agency or officer: (i) To determine the validity of a permit, (ii) to assist in a criminal investigation or prosecution, or (iii) for other lawful law-enforcement purposes;

(21) Personal information of law-enforcement officers maintained by the public body in the ordinary course of the employer-employee relationship. As used in this paragraph, "personal information" means a law-enforcement officer's Social Security number, health information, home address, personal address, personal telephone numbers, and personal email addresses and those of his or her spouse, parents, and children as well as the names of the law-enforcement officer's spouse, parents, and children;

(22) Information provided by a person when he or she elects to remain anonymous after winning a draw game prize, pursuant to §29-22-15a of this code; and

(23) Individually identifiable customer information created or maintained by a city or county or other public entity providing utility services in connection with the ownership or operation of a publicly-administered utility enterprise, including, but not limited to, customer names, addresses, and billing and usage records. Nothing contained herein is intended to limit public disclosure by a city or county of billing information:

(A) That the city or county determines will be useful or necessary to assist bond counsel, bond underwriters, underwriters' counsel, rating agencies or investors or potential investors in making informed decisions regarding bonds or other obligations incurred or to be incurred with respect to the publicly-administered utility enterprise;

(B) That is necessary to assist the city, county, state, or public enterprise to maintain the integrity and quality of services it provides; or
(C) That is necessary to assist law enforcement, public safety, fire protection, rescue, emergency management, or judicial officers in the performance of their duties.

(b) As used in subdivisions (9) through (16), inclusive, subsection (a) of this section, the term "terrorist act" means an act that is likely to result in serious bodily injury or damage to property or the environment and is intended to:

(1) Intimidate or coerce the civilian population;

(2) Influence the policy of a branch or level of government by intimidation or coercion;

(3) Affect the conduct of a branch or level of government by intimidation or coercion; or

(4) Retaliate against a branch or level of government for a policy or conduct of the government.

(c) The provisions of subdivisions (9) through (16), inclusive, subsection (a) of this section do not make subject to the provisions of this chapter any evidence of an immediate threat to public health or safety unrelated to a terrorist act or the threat of a terrorist act which comes to the attention of a public entity in the course of conducting a vulnerability assessment response or similar activity.

§ 29B-1-5. Enforcement.

(1) Any person denied the right to inspect the public record of a public body may institute proceedings for injunctive or declaratory relief in the circuit court in the county where the public record is kept.

(2) In any suit filed under subsection one of this section, the court has jurisdiction to enjoin the custodian or public body from withholding records and to order the production of any records improperly withheld from the person seeking disclosure. The court shall determine the matter de novo and the burden is on the public body to sustain its action. The court, on its own motion, may view the documents in controversy in camera before reaching a decision. Any custodian of any public records of the public body found to be in noncompliance with the order of the court to produce the documents or disclose the information sought, may be punished as being in contempt of court.

(3) Except as to causes the court considers of greater importance, proceedings arising under subsection one of this section shall be assigned for hearing and trial at the earliest practicable date.

§ 29B-1-6. Violation of article; penalties.

Any custodian of any public records who willfully violates the provisions of this article is guilty of a misdemeanor, and, upon conviction thereof, shall be fined not less than two hundred dollars nor more than one thousand dollars, or be imprisoned in the county jail for not more than twenty days, or, in the discretion of the court, by both fine and imprisonment.

§ 29B-1-7. Attorney fees and costs.

Any person who is denied access to public records requested pursuant to this article and who successfully brings a suit filed pursuant to section five [§ 29B-1-5] of this article shall be entitled to recover his or her attorney fees and court costs from the public body that denied him or her access to the records.

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, January 5, 2022, through Tuesday, January 11, 2022

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, January 5, 2022, the following matters were disposed of in the presence of the Clerk:

A duly exemplified copy of the last will and testament of **MELBA MURPHY**, deceased, late a resident of Bay, Florida, was admitted to record.

On, Thursday, January 6, 2022, the following matters were disposed of in the presence of the Clerk:

The said estate of **LOIS MARIE JOHN**, deceased was referred to **NORMAN T FARLEY**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

A duly certified copy of the last will and testament of **CLYDE S JUDY**, deceased, late a resident of Marion, West Virginia, was admitted to record.

On, Friday, January 7, 2022, the following matters were disposed of in the presence of the Clerk:

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

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

John R Spires
Clerk of the Harrison County Commission

Wednesday, January 19, 2022

Confirmed

Estate: 10099