Wednesday, January 26, 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

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

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

Meeting ID: 762 816 0712

Passcode: 270967

Appointments:

10:00 A.M. --- Call to Order --- Invocation --- Pledge of Allegiance

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A. Frank Ponnachio --- Peer Recovery/Life Coach --- Effective 02-01-2022 --- Community Corrections --- Grant Funded Position**
   - **B. Scott Vinson --- Part-Time Security as Needed --- Effective 01-19-2022 --- Sheriff Department**
4. **Minutes and /or Amended Minutes of Previous Meeting**
   - **A. Regular Meeting Minutes 01-0S-20222**
   - **B. Regular Meeting Minutes 01-12-2022**
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A. Vendor Requisition List of Payments**
6. **Exonerations --- Corrective Tickets --- Joint Property Application**
   - **A. Exonerations --- See Exhibit A**
   - **B. Corrective Tickets (*NONE)***
   - **C. Joint Owned Motor Vehicles --- See Exhibit C**
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) (*NONE*)**

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
   A. Requisition Number #46 --- $9,989.69 --- Silling Associates, Inc.
   B. Requisition Number #47 --- $958.36 --- Silling Associates, Inc.
9. Review – Discuss - Consider Monthly Minutes/Financial Information from Various Boards, Committees and Public Service Districts
   A. Greater Harrison County PSD --- Financials 10-31-2022
   B. Greater Harrison County PSD --- Special Meeting Minutes 11-03-2021
   C Greater Harrison County PSD --- Regular Meeting Minutes 12-15-2021
10. Review – Discuss – Consider Harrison County WV Commission FOIA Policy
11. Review – Discuss – Consider Approval of Dates for Board of Reviews & Equalization
    Tentative Dates - Board of Review & Equalization
    Tuesday February 1st @ 10:00 AM
    Thursday February 3rd @ 10:30 AM
    Tuesday February 8th @ 1:00 PM
    Thursday February 10th @ 11:30 AM
    Tuesday February 15th @ 9:00 AM
    Thursday February 17th @ 10:00 AM (Minerals)
    Friday February 18th @ 10:00 AM Adjournment
12. Review – Discuss – Consider Request to Re-appoint Existing Members Thomas Michael, Ruth Ann Messenger, and Edgar Vanhorn to Greater Harrison County P5D Board
13. Review – Discuss - Consider Personnel Issues Raised in William A. Parker FOIA Campaign – Potential Executive 5ession Pursuant to W.Va. Code 6-9A-4(b)(2) (Matters Arising from the Appointment, Employment, Retirement, Promotion, Transfer, Demotion, Disciplining, Resignation, Discharge, Dismissal or Compensation of a Public Officer or Employee, or Prospective Public Officer or Employee)
14. Review -Discuss -Consider Going Out to Bid for Legal 5ervices or Hire in House Council.
15. Review – Discuss Financial Reports since beginning of Fiscal Year
16. Administrator's Report
17. 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

3-A

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
1/14/22		| | |-| | |-| | | | |

NAME	ADDRESS
FRANK PONNACHIO	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
304-838-0683		COM CONR	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB	5-1	
☐ SHIFT		
☐ RATE	$34,354	
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN	GRANT FUNDED POSITION	
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

☒ HIRED	☐ PROBATIONARY PERIOD COMPLETED
☐ RE-HIRED	☐ LENGTH OF SERVICE INCREASE
☐ PROMOTION	☐ RE-EVALUATION OF EXISTING JOB
☐ DEMOTION	☐ RESIGNATION
☐ TRANSFER	☐ RETIREMENT
☐ MERIT INCREASE	☐ LAYOFF
☐ WAGE SCALE CHANGE	☐ DISCHARGE

☐ LEAVE OF ABSENCE FROM _____ (DATE) UNTIL _____ (DATE)

TYPE OF LEAVE _____

☐ OTHER (Explain) HIRE AS PEER RECOVERY / LIFE COACH

START 2/1/22

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 1/14/22
HUMAN RESOURCES MANAGER Laura Pyle	DATE 1/14/2022

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PAYROLL CHANGE NOTICE

3-B

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO	
1/19/2022			
NAME: Scott Vinson		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT: Security	SHIFT: On Call

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☑ SHIFT	On Call	
☐ RATE		
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

- ■ HIRED
- ☐ RE-HIRED
- ☐ PROMOTION
- ☐ DEMOTION
- ☐ TRANSFER
- ☐ MERIT INCREASE
- ☐ WAGE SCALE CHANGE
- ☐ PROBATIONARY PERIOD COMPLETED
- ☐ LENGTH OF SERVICE INCREASE
- ☐ RE-EVALUATION OF EXISTING JOB
- ☐ RESIGNATION
- ☐ RETIREMENT
- ☐ LAYOFF
- ☐ DISCHARGE
- ☐ LEAVE OF ABSENCE FROM _____ (DATE) UNTIL _____ (DATE)

TYPE OF LEAVE _____

☐ OTHER (Explain) Part-Time Courthouse Security as needed

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE: Kate G. Mattey, Sheriff	DATE: 01-20-22
HUMAN RESOURCES MANAGER	DATE

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4-A

DRAFT

At the regular meeting of the County Commission of Harrison County held on Wednesday January 5, 2022, Commissioners Susan J. Thomas, David Hinkle and Patsy Trecost II were present. Also present were Micah Fisher, Deputy Clerk, and Laura Pysz, County Administrator. Commissioner Thomas opened the meeting and led those present in prayer. Thomas led in the Pledge of Allegiance to the Flag. All motions passed unanimously unless otherwise noted.

Appointments:
10:00 A.M. --- Call to Order --- Invocation --- Pledge of Allegiance
10:05 A.M. --- Public Hearing --- Regarding the Supplemental Application for Charles Pointe Economic Opportunity Development District in Harrison County Known as and Designated as the "Charles Pointe Opportunity Development District" (the "District") to Permit Obligations Issued by the County Commission for Funding Projects in the District ("Financing Obligations") to have Terms of 30 Years from the Date of Issuance of Such /Financing Obligations, and Establish December 31, 2052 as the Date on which the District Shall Terminate – President Thomas opened the public hearing for public comment. Andy Lang, Mayor of Bridgeport, asked if there was additional information available to the public. Lang asked if third party financial analysis reports were available. Lang asked about refinancing the bonds. Lang asked about bond proceeds and if they will be used to pay interest on bonds. Tom Aman, from Steptoe & Johnson, explained what was taking place at the public hearing and addressed some of the questions that Lang presented. Hinkle asked for clarification on the bonds and the terms of the bonds. Aman discussed what has happened to date and what will potentially take place in the future. Senator Mike Romano spoke about the extension, refinancing, TIF bonds, and potential new development. Mike Jenkins from Harrison County Development Authority and Carpenters Union, spoke in favor of the project. Jim Christie, spoke about history of Charles Pointe and expressed his support. Rob Stewart, director of Planning and Development of Genesis Partners, stated that he strongly supported the supplemental application. Trecost made a motion to close hearing. Thomas closed the hearing and moved to item #14.

NEW BUSINESS – Action Items for Consideration or Approval:

1. Review – Discuss – Consider Organizational Matters for Calendar Year 2022
    1. Election of President – Trecost made a motion to keep everything the same for 1-5 as 2021. Laura Pysz, County Administrator, stated that number 3 will have to be voted as a new list for 2022. Trecost amended his motion as stated by the County Administrator. Motion carried.
    2. Hours of Operation for Courthouse
    3. Date & Time of Regular Meetings – Trecost made a motion to approve. Motion carried.
    4. Agenda – Notice of Meeting – Meeting Management
    5. Appointments to Boards & Committees
2. Public Comment Period – None
3. Consent Agenda – Trecost made a motion to approve. Motion carried.
4. Payroll Change Notices: Trecost made a motion to approve A & B effective January 10, 2022. Motion carried.
    A. Ashley Powell --- New Hire ---E 911 Dispatch Trainee --- Effective 01-10-2022
    B. Corey Hagan --- New Hire ---E911 dispatch Trainee --- Effective 01-10-2022
5. Minutes and /or Amended Minutes of Previous Meeting – Trecost made a motion to approve A – C as presented. Motion carried.
    A. Regular Meeting --- 12-08-2021 (DRAFT)
    B. Regular Meeting --- 12-15-2021 (DRAFT)
    C. Regular Meeting --- 12-22-2021 (DRAFT)
6. Requisitions --- Purchase Orders --- Invoices – Trecost made a motion to approve 6A. Motion carried.
    A. Vendor Requisition List of Payments
7. Exonerations --- Corrective Tickets --- Joint Property Application (NONE)
8. Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2015 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements) – Trecost made a motion to approve A-C. Motion carried.
    A. Requisition for Payment No. (01-05-2022) ---MuniCap, Inc. --- $743.75
    B. Requisition for Payment No. 42 --- MuniCap, Inc. --- $2,056.25
    C. Requisition for Payment No. 8 --- MuniCap, Inc. --- $75.00
9. 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 – Trecost made a motion to approve A & B. Motion carried.
    A. Requisition Number: #44 --- Silling Associates --- $51,850.00
    B. Requisition Number : #45 --- Rycon Construction --- $804,524.33
10. Review – Discuss - Consider Monthly Minutes/Financial Information from Various Boards, Committees and Public Service Districts – Trecost made a motion to approve. Motion carried.

DRAFT

11. Review – Discuss – Consider Resolution Authorizing the Application of Funds from the WV Justice and Community Services – Michelle Tonkin, Grant Department, gave an overview of the $60,000 grant. Trecost made a motion to authorize and accept funds. Motion carried.
12. Review – Discuss – Consider Resolution to Preserve Our Coal Mining Heritage – Trecost made a motion to approve and affix all the commissioners' signatures. Motion carried.
13. Review – Discuss – Acknowledge Property Tax Modernization Constitutional Amendment --- November 2022 General Election – Rocky Romano, Assessor gave an overview of the amendment. Senator Mike Romano spoke about the elimination of personal property tax and how it would affect different entities such as the board of education, senior citizens, etc. No action to be taken – placed on record.
14. Review – Discuss – Consider to act upon a proposed Resolution approving an application (the "Application") regarding the proposed amendment of the Project Plan for the Economic Opportunity Development District in Harrison County known and designated as the "Charles Pointe Economic Opportunity Development District" (the "District") to permit obligations issued by the County Commission for funding projects in the District ("Financing Obligations") to have terms of 30 years from the date of issuance of such Financing Obligations, and establish December 31, 2052 as the date on which the TIF District shall terminate, and approving the submission of the Application to the West Virginia Department of Economic Development. - Trecost made a motion to approve. Motion carried.
15. Review – Discuss – Consider Adoption of Intergovernmental Agreement between HCC and Harrison County Solid Waste Authority for Hiring/Creation of Litter Control Officer and Implementation of County Litter Control Program – Laura Pysz stated that item 15 and 16 needs to be tabled. The agreement is not ready yet due to some technical difficulties. Trecost made a motion to table items 15 and 16. Motion carried.
16. Review – Discuss – Consider Reformation, Amendment and Update of Harrison County Nuisance Ordinances, Procedures, and Protocols to Accommodate Litter Control Officer and Litter Control Program. – Item handled in #15.
17. Administrator's Report – Pysz stated the generator in the annex needs replaced and is working on obtaining bids. The generator in the courthouse has been fixed. Early voting starts on Friday for the Levy. More poll workers are needed. Hinkle asked about opioid settlement. Pysz stated the item will be on the agenda for Executive Session next week.
18. Commissioner Comments - Questions - None

Trecost made a motion to adjourn. Motion carried.

DRAFT

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

_____ _____

Susan J. Thomas, President Date

DRAFT

4-B

At the regular meeting of the County Commission of Harrison County held on Wednesday January 12, 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 Jan Hinkle led those present in prayer. Sheriff Robert Matheny led in the Pledge of Allegiance to the Flag. All motions passed unanimously unless otherwise noted.

Appointments:
10:00 A.M. --- Call to Order --- Invocation --- Pledge of Allegiance
10:05 A.M. --- Proclamation --- Mary Ann Iquinto – Thomas read the proclamation declaring January 12, 2022 as "Mary Ann Iquinto Day."
10:15 A.M. --- Sam Madia --- Update from Legal Regarding Pending Opioid Litigation. Item May Lead to Executive Session per WV Code §6-9A-4 – Sam Madia, attorney, requested to give a brief update and requested it be done in Executive Session. Trecost made a motion to go into Executive Session. Motion carried. Trecost made a motion to go out of Executive session and return to regular session. Motion carried. No decisions were made.

NEW BUSINESS – Action Items for Consideration or Approval:

1. Public Comment Period – William Parker spoke about item #11 in regards to freedom of information request. Parker spoke about the fees to be charged and stated that he was not aware of anything in code that required a signature for the request. Parker asked about a point of sale, an accounting system for those requests, who would be responsible for collecting money and taking it to the Sheriff's office. Parker suggested this policy be revisited after addressing the items of concern.
2. Consent Agenda – Trecost made a motion to approve. Motion carried.
3. Payroll Change Notices: Trecost made a motion to approve and to congratulate Ms. Hamrick on her retirement. Motion carried.
   A. Julie Hamrick --- Retirement --- Effective 12-31-2021 --- Prosecuting Attorney

4. Minutes and /or Amended Minutes of Previous Meeting (NONE)
5. Requisitions --- Purchase Orders --- Invoices – Treecost made a motion to approve. Motion carried.
   A. Vendor Requisition List of Payments
6. Exonerations --- Corrective Tickets --- Joint Property Application – Trecost made a motion to approve. Motion carried.
   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 11/23/202211/23/2022A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements) – Trecost made a motion to approve. Motion carried.
   A. Requisition for Payment No. (01-12-2022) --- $2953.33
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 – Trecost made a motion to approve A & B. Motion carried.
   A. Enlarged Hepzibah PSD --- Agenda 01-10-2022
   B. Sun Valley PSD --- Agenda 01-11-2022
10. Review – Discuss – Consider Lease Agreement between Olymbec and Community Corrections – Trecost made a motion to continue the lease between Olymbec and Community Corrections. Laura Pysz, County Administrator, stated the lease ran out in 2021 and this is just an 7 month extension until the GSA Building is complete. Hinkle asked if there was an increase in the lease amount. Gary Hamrick, Community Corrections Director, stated there was a $1,300.00 monthly increase. Motion carried.
11. Review – Discuss – Consider Administrative Cost Schedule for FOIA Requests --- Option A –Laura Pysz, County Administrator stated there is actually an Option A and an Option B in their packets. Trecost made a motion to approve Option B. Thomas asked if the option stated who would collect the fee. Pysz stated that item would have to be worked out. Hinkle asked Pysz how she came up with the fee schedule. Trey Simmerman, County Attorney, stated they came up with the fee schedule by looking at different entities and how they charge for their FOIA requests. Trecost stated he felt there should be a $5.00 charge for CD's. Hinkle asked about fee waivers for those individuals who can't afford the fees. Trecost amended his motion to table his motion till next week since Option B was not listed on the agenda. Motion carried.
12. Review – Discuss – Consider Adoption of Intergovernmental Agreement between HCC and Harrison County Solid Waste Authority for Hiring/Creation of Litter Control Officer and Implementation of County Litter Control Program – Pysz, County Administrator, presented two agreements. The first agreement was the original one that was received

in the summer. The second one did have some changes made. Pysz's recommendation is to accept the original agreement, agreement A, that was presented over the summer. Hinkle asked if there was any feedback from the Solid Waste Authority. Pysz stated they prefer agreement A, the original agreement. Pysz stated there was no cost to the county. Hinkle expressed concern that the Commission was not implementing any changes or suggestions made by the County attorney. Trecost made a motion to go with the recommendation of the County Administrator. Hinkle asked if this would be looked at on an annual basis. Hinkle asked what this person would be able to do that the staff of the Planning Commission cannot do. Trey Simmerman, County attorney, stated a litter control officer does have certain powers that a county official might not have. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

13. Review – Discuss – Consider Reformation, Amendment and Update of Harrison County Nuisance Ordinances, Procedures, and Protocols to Accommodate Litter Control Officer and Litter Control Program – Trecost made a motion to approve. Hinkle asked what changed from the existing ordinance. Trey Simmerman stated the changes align with the creation of a litter control officer. Motion carried.
14. Administrator's Report - None
15. Commissioner Comments – Questions – Hinkle stated things are going well at the airport. Harvest Medical is on schedule. They are short over 200 employees at the airport.

Trecost made a motion to adjourn. Motion carried.

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

_____ _____

Susan J. Thomas, President Date

DRAFT

5-A

Purchase Requisitions January 26, 2022

Date of Meeting	January 26, 2022		
Work Order Number	Vendor Name	Amount of Invoice-Quote	Description
34714	MCM Business System	$379.97	Black Toner/Assessor's
37156	APCO International	$107.91	Training Manuals/911 Center
37182	U S Cellular	$26.46	Tablet Data Service/911
37183	Frontier	$210.00	Internet Access/ 911 Center
37184	Frontier	$68.92	Data Access Path/ 911 Center
37185	Frontier	$1,630.29	Voice & Data / 911 Center
37186	Frontier	$346.19	Voice & Data / 911 Center
37241	APCO International	$30.00	Recertification/ S. Martin/911
37249	APCO International	$30.00	Recertification/ B. Martin/911
37250	Universal Engineering & Contracting LLC	$846.35	Generator Sensor/Lost Creek
37251	Unviersal Engineering&Contracting LLC	$813.75	Generator Maintenance/P.K
37252	Unviersal Engineering&Contracting LLC	$502.17	Replaced Parts/ PK Generator
37253	Whitney Newlon	$8.96	Milage Reimbursement
37282	When To Work	$330.00	Online Staff Scheduling Subsc
37306	Telemate LLC	$12.00	Phone Software/Comm.Corr
37308	Alcohol Monitoring Systems	$1,166.00	Daily Monitoring Fees/ C.C.
37317	Susan Dew Memorial Clinic	$15,193.75	3rd Quarter Allotment
37320	Bi-County Nutrition Program	$15,193.75	3rd Quarter Allotment
37322	Harrison Co. Economic Dev. Corporation	$7,500.00	3rd Quarter Allotment
37345	Southern Area Library	$5,000.00	Yearly Allotment
37346	Lowe Library	$5,000.00	Yearly Allotment
37347	Nutter Fort Library	$5,000.00	Yearly Allotment
37355	U S Cellular	$28.24	Wirless Modem / 911 Center
37356	U S Cellular	$437.12	Cell Phone & Data/ 911
37357	Unifirst	$61.05	Carpet Runner Rental/911
37358	Lowes	$27.05	HVAC Filters / 911
37360	Alere Toxicology-Products Division	$9,900.00	Urine Screening/Comm. Corr
37361	Micro Distributing II	$662.85	Hair Follicle Confirmation/CC
37368	Lowes	$9.49	Materials / Comm. Corr
37377	Tritech Software Systems	$1,260.00	Mobile Device Licenses/911
37381	Dan Neel Fence Co.	$6,400.00	Fence/Good Hope Park
37382	Gates Supply	$10,712.00	20LB. Inkjet Bond Paper/Assessors
37383	Lowes	$78.28	Batteries/Tools/Park&Rec.
37384	Patricia Dettori, PA	$220.04	Reimbursement/Meals/Miles
37385	Truist Bank	$174.69	Various Supplies/Pros. Atty
37386	J. Michael Contracting	$5,293.00	Basketball Court/Good Hope
37387	CDWG	$371.06	Computer Monitors/ Assessor
37388	Tara Perri	$16.84	Reimbursemenet/ Supplies
37389	Statewide Emergency Products, Inc.	$1,341.00	Light Bar/ Law Enforcement
37391	Richard Southall	$255.00	Reimbursement/NBCC Recert
37392	Mountain State Land Surveying	$3,273.00	Farmland Protection-Ward Farm
37393	NCWV Emergency Clinic	$116.62	Vet Bill/ Hurt Dog

Purchase Requisitions January 26, 2022

37394	Elizabeth Keough	$6.72	Emergency Call Out Milage
37396	LexisNexis Matthew Bender	$3,866.46	Code Book Inserts
37399	Truist Bank	$309.28	Various Charger/Deputies
37403	Continental Coffee	$107.85	Coffee Supplies/Law Enforce
37404	A-1 Exterminating Co.	$50.00	Pest Control/Animal Control
37405	West Virginia Network	$1,800.00	West Virginia Network
37408	Unifirst	$350.13	Carpet Runner Rental/Maint
37409	Michel, Inc.	$97.00	Troubleshooted Generator/CH
37410	Trapuzzano's Uniforms	$600.43	Flashlights/Duty Belt/Law Enf
37411	Mon Power	$26.02	Service / Spelter Park
37412	Mon Power	$128.66	Fire Fighters Training Building
37413	Waste Management	$14.48	Waste Collection/ Animal Con
37415	Judicial Dialog Systems	$7,600.00	Software Support&Mainten
37419	Harrison - Clarksburg Health Department	$46,142.00	3rd Quarter Allotment
37420	Brenda Hinkle	$249.10	Mental Health Services
37426	Commerce District at Charles Pointe	$710.76	Dues / 911 Center
37427	Hart Office Solutions	$451.00	Copier Rentals/Black Toner
37430	Lowes	$41.76	Supplies/PK Tower/911
37431	APCO International	$30.00	Re-Certification/McDaniel/911
37432	Advance Auto Parts	$178.73	Automotive Parts/Co.Garage
37434	Frey's Auto Supply & Service	$172.80	Deicer Windshield Washer
37435	Chenoweth Ford	$1,454.07	Automotive Parts/Co.Garage
37436	Collision Plus LLC	$1,948.60	Repairs to Cruiser/Dep.Shaffer
37437	A-1 Exterminating Co.	$75.00	Pest Control/ 911
37438	Fisher Auto Parts	$17.36	Automotive Parts/Co.Garage
37439	Whaley Distributing	$94.38	Shop Suppplies/Co.Garage
37440	Thomas Reuters	$483.47	Online Software Subscription
37441	Town of Nutter Fort	$459.00	Utility Services/Public Safety Building
37442	Adnantage Technology	$3,240.00	Microsoft Licenses/Courthouse
37444	Waste Management	$9.61	Waste Collection/609 Property
37445	Clarksburg Water Board	$72.52	Service/633 W.Pike Street
37446	Waste Management	$108.51	Waste Collection/Park&Rec.
37447	Mon Power	$21,720.72	Service/Courthouse&Annex
37450	Hazelden Publishing	$441.23	Materials/Comm. Correction
37451	PharmChem, Inc.	$754.80	Lab Confirmations/Day Report
37452	The Water Shop	$50.00	Water Cooler Rental/Comm.Correction
37453	Sunset Outdoor Supply	$83.48	Snow Removal Equip/ 911
37454	Ace Aggregates, LLC	$2,917.57	Stone/Spelter to Glenn Falls
37456	James & Law	$2,760.40	Restock supplies for supply cage
37457	MCM Business System	$199.50	Restock supplies for supply cage
37458	R.D. Wilson	$1,782.44	Ice Melt
37459	Hart Office Solutions	$172.50	Copier Rental / 911 Center
37460	J.D. Power	$288.00	Vintage Motorcycle Book/ Assessor's
37461	MCM Business System	$79.99	Magenta Ink / Assessor's
37463	J.D. Power	$2,800.00	Marine & RV Subscriptions/Assessor's
37464	Lowes	$119.53	Snow Removal Equip/Comm. Correction
37465	Shawn Moore	$37.60	Reimbursement/Diesel/633 Property

Purchase Requisitions January 26, 2022

37466	Dominion Energy WV	$768.71	Public Safety Building
37467	Dominion Energy WV	$374.84	Quiet Dell School
37469	Dell	$1,389.00	Dell Workstation/Planning
37470	JD's General Contracting & Repairs	$13,500.00	Repairs to Press Bx/Spelter Park
37472	Frontier West Virginia Inc.	$766.00	Data Circuits/PK Tower
37473	WM Corporate Services Inc.	$173.98	Waste Collection /911
37474	WV Enhanced 9-1-1 Council Inc.	$70.00	Membership Dues / 911
37476	The Change Companies	$165.00	Materials/Comm. Correction
37477	JD's General Contracting & Repairs	$1,000.00	Repairs/Good Hope Park
37493	Appalachian Tire Products, Inc.	$4,179.48	Tires/Restock/Co.Garage
WVU Extension Service	Jennifer Friend	$263.98	Travel Reimbursement
WVU Extension Service	Jonn Wickline	$243.15	Travel Reimbursement
County Clerk	Election Workers		
County Clerk	The Exponent Telegram	$5,618.97	Legal Ads
County Clerk	The Exponent Telegram	$941.59	Legal Ads
County Clerk	Election Systems Software	$9,375.00	Express Poll License& Maint.
	Total	$243,966.96	

6-A-Exhibit A

Exonerations

EXHIBIT A

PP190 Clifford Henderson --- Done Right Home Repair

PP191 Tyler C. Hill

PP192 Tyler C. Hill

PP190

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Personal Property

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 26th day of January, 2022 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **CLIFFORD W HENDERSON DONE RIGHT HOME REPAIR** whose address is, 1836 16TH ST CLARKSBURG, WV 26301, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **417** on **MACHINERY AND EQUIPMENT**, Class **3/4** in **COAL-CLARKSBURG**, Harrison County, West Virginia, which should have been assessed at **0**, Class **3/4** in and for the year **2021**, resulting in a difference in assessed value of **417**. 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 taxpayer in error was assessed for the 2021 tax year, business closed December 31, 2019. Cancel this ticket and mark improper for the 2021 tax year.

District: **08 - COAL-CLARKSBURG**
Account No. **3058642**
Ticket No. **911514**
Tax Year **2021**

Amount Exonerated: $12.84

_____ PRESENT: _____
Prosecuting Attorney APPROVED: President, County Commission
(or)

_____
PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

_____ _____
ATTEST: County Clerk

ASSESSOR _____

PP 191

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Personal Property

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 26th day of January, 2022 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **HILL TYLER C** whose address is, 82 SHADY LN MOUNT CLARE, WV 26408, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **14227** on **2017 Jeep Wrangler** , Class **3/4** in **SIMPSON-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **0**, Class **3/4** in and for the year **2018**, resulting in a difference in assessed value of **14227**. 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 taxpayer in error filed a regular assessment, the taxpayer was active military and should have been exempt. Cancel this ticket and mark improper for the 2018 tax year.

District: **15 - SIMPSON-OUTSIDE**
Account No. **3067977**
Ticket No. **320541**
Tax Year **2018**

Amount Exonerated: $326.71

_____ PRESENT: _____

Prosecuting Attorney APPROVED: President, County Commission

(or)

_____

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

_____ _____

ATTEST: County Clerk

ASSESSOR Joseph A Romano

PP192

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Personal Property

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 26th day of January, 2022 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **HILL TYLER C** whose address is, 82 SHADY LN MOUNT CLARE, WV 26408, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **9930** on **2019 Honda Civic**, Class **3/4** in **ELK**, Harrison County, West Virginia, which should have been assessed at **0**, Class **3/4** in and for the year **2020**, resulting in a difference in assessed value of **9930**. 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 taxpayer in error reported the 2019 Honda Civic, the taxpayer was active military and should have been exempt. Cancel this ticket and mark improper for the 2020 tax year.

District: **11 - ELK**
Account No. **3067977**
Ticket No. **816233**
Tax Year **2020**

Amount Exonerated: $229.03

_____ PRESENT: _____

Prosecuting Attorney APPROVED: President, County Commission

(or)

_____

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

_____ _____

ATTEST: County Clerk

ASSESSOR Joseph R Leonard

Exhibit C

Jointly Owned Motor Vehicles

EXHIBIT C

AP6 Christopher B Carter --- 2019 Dodge Ram 1

Elizabeth K Carter --- 2019 Jeep GRCH

AP 6

NOTICE OF APPORTIONMENT OF JOINTLY OWNED MOTOR VEHICLES

WEST VIRGINIA CODE § 11-5-14 STATE OF WEST VIRGINIA COUNTY OF HARRISON

I, Joseph R "Rocky". Romano, Assessor of Harrison County, having been presented with a certified copy of a final divorce order entered under provisions of section fifteen, article two, chapter forty-eight of the West Virginia Code, do hereby apportion the assessment of the taxes owed on jointly owned motor vehicles involved in the divorce order and awarded exclusively to be titled one or more in the name of the husband and one or more in the name of the wife as follows:

Applicant Elizabeth Carter

Deputy: R Torchia

ORIGINAL TICKET Carter Christopher B & Elizabeth K

Account 3039060 **Ticket** 902795 **Year** 2021 **Name** 323 s 22nd St Clarksburg WV 26301-2401 **Tax $** 794.34

Section I:

Husband Name Carter Christopher B

(A) Account 3039060 Ticket _____ & Address 524 Gaston Ave Fairmont WV 26554-5120

DESCRIPTION (Include VIN#)	ASSESSMENT	TAX RATE	TAX AMOUNT
19 DODGE RAM1	$13,980	3.0788%	$430.42
(1C6RR7LT5KS655362)			
TOTAL ASSESSED	$13,980	3.0788%	$430.42

Wife Name Carter Elizabeth K

(B) Account 3078798 Ticket _____ & Address 323 S 22nd St Clarksburg WV 26301-2401

DESCRIPTION (Include VIN#)	ASSESSMENT	TAX RATE	TAX AMOUNT
19 JEEP GRCH	$11,820	3.0788%	$363.91
(1C4PJMDX9KD229332)			
TOTAL ASSESSED		3.0788%	**$363.91**

Section II:

Filed with the county commission this 20th day of JANUARY, 2022

Joseph R. "Rocky". Romano, Assessor

Section III:

The county commission of Harrison County does hereby order the apportionment of the assessment of taxes as determined and set forth by the county assessor in Section I of this notice.

County Commissioner County Commissioner County Commissioner

Section IV:

Certified to the sheriff this _____ day of _____, _____.

Clerk of the Harrison County Commission

8-A

HARRISON COUNTY BUILDING COMMISSION
LEASE REVENUE BONDS
SERIES 2020
(GENERAL SERVICES ADMINISTRATION BUILDING PROJECT)

REQUISTION FORM

WesBanco Bank Incorporated
Attn: Corporate Trust Department
One Bank Plaza
Wheeling, West Virginia 26003

Ms. LaShawnda K. Fogle

You are authorized to make the following disbursement from the Acquisition Fund maintained under that certain Bond Indenture and Security Agreement dated as of October 1, 2020, by and between the Harrison County Building Commission and WesBanco Bank, Incorporated as Trustee:

1) Requisition Number: #46
2) Silling Associates, Inc.
   P.O. Box 3442
   Charleston, WV 25334
3) Amount: $ 9,989.69

A. The expense listed above has been incurred as a Cost of the Project, is properly chargeable against the Acquisition Fund, is due and unpaid, and has not been the basis of any previous disbursement.

B. The total obligation on account of which the payment requested herein is to be made is a total of $ 9989.69, of which $ 0.00 has previously been paid, and $ 9989.69 remains outstanding with above amount now due and payable.

C. If applicable, a copy of the invoice relating to this payment is attached, and a description of the work, materials or equipment is attached. There are no vendors', mechanics' or other liens, bailment leases or conditional sales contracts which should be satisfied or discharged before the payments as requisitioned therein are made, or which will not be discharged before the payments as requisitioned therein are made, or which will not be discharged by such payment.

D. That the work, material or other purchased item to which the payment relates has been accomplished, delivered or installed in a manner satisfactory to the County.

E. Funds remaining in the Acquisition Fund are sufficient to complete acquisition, construction, equipping and improvement of the Project.

F. The Trustee shall have no duty to make any investigation of this Requisition, invoices and/or statements attached hereto, but may accept the same as conclusive evidence of the

accuracy of this Requisition. Trustee may rely in good faith on this Requisition signed by an Authorized Lessee Representative and that said document is believed to be genuine.

Dated this the ____ day of _____, 20 ____.

THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

By: _____

Its: _____

Schedule I for Requisition #46

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Reimbursement to Issuer or Harrison County Commission:

	Vendor	Description of Expense	Payment Date	Amount
a.				
b.				
c.				
d.				
e.				
f.				
Total				$ -

(2) Payments to Third Party Payees or Other Vendors:

	Vendor	Description of Expense	Approval Date	Amount
a.	Silling Associates, Inc.	Site Work	14-Jan-22	$9,989.69
b.				
c.				
d.				
e.				
f.				
Total				$ 9,989.69

(3) Total amount of disbursements pursuant to this Requisition: $ 9,989.69

The items listed for reimbursement listed above in Section 1 & Section 2 are supported by attached copies of invoices or statements.

Approval Signature

Date

SILLING
ASSOCIATES, INC.

Please remit to
P.O. Box 3442
Charleston, WV 25334

Harrison County Commission
301 West Main Street
Clarksburg, WV 26301
Laura Pysz

Invoice number 5735
Date 01/10/2022

Project **Harrison County General Services Administration Building**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
GSB Schematic Design	198,450.00	100.00	198,450.00	198,450.00	0.00
GSB Design Development	264,600.00	100.00	264,600.00	264,600.00	0.00
GSB Construction Documents	463,050.00	100.00	463,050.00	463,050.00	0.00
Additional Services - Design Change Order	33,500.00	100.00	33,500.00	33,500.00	0.00
Additional Services - Demolition Package	5,750.00	100.00	5,750.00	5,750.00	0.00
GSB Bidding & Negotiations	66,150.00	100.00	66,150.00	66,150.00	0.00
GSB Construction Administration	330,750.00	55.38	173,180.46	183,170.15	9,989.69
Total	1,362,250.00	89.17	1,204,680.46	1,214,670.15	9,989.69

Invoice total **9,989.69**

Approved by:

Thomas M. Potts
Principal

Payment Due 30 Days From Invoice Date

8-B

HARRISON COUNTY BUILDING COMMISSION
LEASE REVENUE BONDS
SERIES 2020
(GENERAL SERVICES ADMINISTRATION BUILDING PROJECT)

REQUISTION FORM

WesBanco Bank Incorporated
Attn: Corporate Trust Department
One Bank Plaza
Wheeling, West Virginia 26003

Ms. LaShawnda K. Fogle

You are authorized to make the following disbursement from the Acquisition Fund maintained under that certain Bond Indenture and Security Agreement dated as of October 1, 2020, by and between the Harrison County Building Commission and WesBanco Bank, Incorporated as Trustee:

1) Requisition Number: #47
2) Silling Associates, Inc.
   P.O. Box 3442
   Charleston, WV 25334
3) Amount: $ 958.36

A. The expense listed above has been incurred as a Cost of the Project, is properly chargeable against the Acquisition Fund, is due and unpaid, and has not been the basis of any previous disbursement.

B. The total obligation on account of which the payment requested herein is to be made is a total of $ 958.36, of which $ 0.00 has previously been paid, and $ 958.36 remains outstanding with above amount now due and payable.

C. If applicable, a copy of the invoice relating to this payment is attached, and a description of the work, materials or equipment is attached. There are no vendors', mechanics' or other liens, bailment leases or conditional sales contracts which should be satisfied or discharged before the payments as requisitioned therein are made, or which will not be discharged before the payments as requisitioned therein are made, or which will not be discharged by such payment.

D. That the work, material or other purchased item to which the payment relates has been accomplished, delivered or installed in a manner satisfactory to the County.

E. Funds remaining in the Acquisition Fund are sufficient to complete acquisition, construction, equipping and improvement of the Project.

F. The Trustee shall have no duty to make any investigation of this Requisition, invoices and/or statements attached hereto, but may accept the same as conclusive evidence of the

accuracy of this Requisition. Trustee may rely in good faith on this Requisition signed by an Authorized Lessee Representative and that said document is believed to be genuine.

Dated this the ____ day of _____, 20 ____.

THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

By: _____

Its: _____

Schedule I for Requisition #47

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Reimbursement to Issuer or Harrison County Commission:

	Vendor	Description of Expense	Payment Date	Amount
a.				
b.				
c.				
d.				
e.				
f.				
Total				$ -

(2) Payments to Third Party Payees or Other Vendors:

	Vendor	Description of Expense	Approval Date	Amount
a.	Silling Associates, Inc.	Site Work	14-Jan-22	$958.36
b.				
c.				
d.				
e.				
f.				
Total				$ 958.36

(3) Total amount of disbursements pursuant to this Requisition: $ 958.36

The items listed for reimbursement listed above in Section 1 & Section 2 are supported by attached copies of invoices or statements.

Approval Signature

Date

SILLING
ASSOCIATES, INC.

Please remit to:
P.O. Box 3442
Charleston, WV 25334

Harrison County Commission
301 West Main Street
Clarksburg, WV 26301
Laura Pysz

Invoice number 5734
Date 01/10/2022

Project **Harrison County General Services Administration Building**

FF&E

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
FF&E - Schematic Design	12,750.00	100.00	12,750.00	12,750.00	0.00
FF&E - Design Development	21,250.00	100.00	21,250.00	21,250.00	0.00
FF&E - Documents	29,750.00	63.22	17,850.00	18,808.36	958.36
FF&E - Procurement	12,750.00	0.00	0.00	0.00	0.00
FF&E - Contract Administration	8,500.00	0.00	0.00	0.00	0.00
Total	85,000.00	62.13	51,850.00	52,808.36	958.36

Invoice total **958.36**

Approved by:

Thomas M. Potts
Principal

Payment Due 30 Days From Invoice Date

9-A

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
10/01/2021 - 10/31/2021

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	179,034.86	189,025.00	(9,990.14)	99.70%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	35.67	300.00	(264.33)	0.02%
MISCELLANEOUS/RECONNECT FEES	-	341.67	(341.67)	0.00%
QUIET DELL LEASE	500.00	566.67	(66.67)	0.28%
TAP FEES	-	950.00	(950.00)	0.00%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	179,570.53	191,183.33	(11,612.80)	
EXPENSES				
ACCT, BILLING, & COLLECTING	5,407.69	5,133.33	274.36	3.12%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
CHEMICALS	-	108.33	(108.33)	0.00%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	24,610.85	29,350.00	(4,739.15)	14.22%
DIRECTORS FEES	575.71	491.67	84.04	0.33%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	5,702.77	6,241.67	(538.90)	3.30%
LAB SERVICE	253.00	925.00	(672.00)	0.15%
LABOR	28,191.06	28,441.67	(250.61)	16.29%
MAINTENANCE	13,189.52	11,216.67	1,972.85	7.62%
MISCELLANEOUS EXPENSE	140.54	33.33	107.21	0.08%
OFFICE SUPPLIES & EXPENSE	-	175.00	(175.00)	0.00%
OUTSIDE SERVICES/CONTRACT LABOR	6,265.48	5,991.67	273.81	3.62%
POWER PURCHASED	3,511.20	3,308.33	202.87	2.03%
PROPERTY/LIABILITY & INJURIES INSURANCE	1,130.13	3,800.00	(2,669.87)	0.65%
REGULATORY COMMISSION	-	858.33	(858.33)	0.00%
RENEWAL & REPLACEMENT	-	3,975.00	(3,975.00)	0.00%
RENT EXPENSE	2,500.00	2,500.00	-	1.44%
TAXES	2,438.53	2,500.00	(61.47)	1.41%
TRANSPORTATION	3,993.08	3,491.67	501.41	2.31%
UTILITIES	817.77	925.00	(107.23)	0.47%
WATER PURCHASED	74,326.55	80,825.00	(6,498.45)	42.95%
TOTAL EXPENSES	173,053.88	190,291.67	(17,237.79)	
NET SURPLUS (DEFICIT)	6,516.65	891.67	5,624.98	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
10/01/2021 - 10/31/2021

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	207,663.35	210,008.33	(2,344.98)	92.76%
FACILITIES CHARGE	2,500.00	2,500.00	-	1.12%
INTEREST INCOME	33.58	833.33	(799.75)	0.02%
MISCELLANEOUS/RECONNECT FEES	-	-	-	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	650.00	1,741.67	(1,091.67)	0.29%
UNUSUAL CHARGE	13,017.98	15,991.67	(2,973.69)	5.82%
TOTAL INCOME	223,864.91	231,075.00	(7,210.09)	
EXPENSES				
ACCT, BILLING, & COLLECTING	264.89	1,058.33	(793.44)	0.19%
BRIDGEPORT SANITARY BOARD	5,422.74	8,783.33	(3,360.59)	3.82%
CHEMICALS	-	1,325.00	(1,325.00)	0.00%
CLARKSBURG SANITARY BOARD	1,972.00	2,025.00	(53.00)	1.39%
DEBT SERVICE	52,452.56	92,519.58	(40,067.02)	36.90%
DIRECTORS FEES	424.29	283.33	140.96	0.30%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	4,202.79	4,600.00	(397.21)	2.96%
LAB SERVICE	141.00	1,000.00	(859.00)	0.10%
LABOR	14,406.45	18,825.00	(4,418.55)	10.14%
MAINTENANCE	15,934.32	20,966.67	(5,032.35)	11.21%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	834.15	991.67	(157.52)	0.59%
OUTSIDE SERVICES/CONTRACT LABOR	17,880.56	23,766.67	(5,886.11)	12.58%
POWER PURCHASED	10,604.97	20,083.33	(9,478.36)	7.46%
PROPERTY/LIABILITY & INJURIES INSURANCE	832.87	1,758.33	(925.46)	0.59%
REGULATORY COMMISSION	3,100.00	608.33	2,491.67	2.18%
RENEWAL & REPLACEMENT	9,138.00	17,258.33	(8,120.33)	6.43%
RENT EXPENSE	-	-	-	0.00%
TAXES	750.18	1,716.67	(966.49)	0.53%
TRANSPORTATION	2,942.80	1,983.33	959.47	2.07%
UTILITIES	836.05	516.67	319.38	0.59%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	142,140.62	220,069.58	(77,928.96)	
NET SURPLUS (DEFICIT)	81,724.29	11,005.42	70,718.87	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
10/01/2021 - 10/31/2021

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	386,698.21	399,033.33	(12,335.12)	95.85%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.62%
INTEREST INCOME	69.25	1,133.33	(1,064.08)	0.02%
MISCELLANEOUS/RECONNECT FEES	-	341.67	(341.67)	0.00%
QUIET DELL LEASE	500.00	566.67	(66.67)	0.12%
TAP FEES	650.00	2,691.67	(2,041.67)	0.16%
UNUSUAL CHARGE	13,017.98	15,991.67	(2,973.69)	3.23%
TOTAL INCOME	403,435.44	422,258.33	(18,822.89)	
EXPENSES				
ACCT, BILLING, & COLLECTING	5,672.58	6,191.67	(519.09)	1.80%
BRIDGEPORT SANITARY BOARD	5,422.74	8,783.33	(3,360.59)	1.72%
CHEMICALS	-	1,433.33	(1,433.33)	0.00%
CLARKSBURG SANITARY BOARD	1,972.00	2,025.00	(53.00)	0.63%
DEBT SERVICE	77,063.41	121,869.58	(44,806.17)	24.45%
DIRECTORS FEES	1,000.00	775.00	225.00	0.32%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	9,905.56	10,841.67	(936.11)	3.14%
LAB SERVICE	394.00	1,925.00	(1,531.00)	0.13%
LABOR	42,597.51	47,266.67	(4,669.16)	13.51%
MAINTENANCE	29,123.84	32,183.33	(3,059.49)	9.24%
MISCELLANEOUS EXPENSE	140.54	33.33	107.21	0.04%
OFFICE SUPPLIES & EXPENSE	834.15	1,166.67	(332.52)	0.26%
OUTSIDE SERVICES/CONTRACT LABOR	24,146.04	29,758.33	(5,612.29)	7.66%
POWER PURCHASED	14,116.17	23,391.67	(9,275.50)	4.48%
PROPERTY/LIABILITY & INJURIES INSURANCE	1,963.00	5,558.33	(3,595.33)	0.62%
REGULATORY COMMISSION	3,100.00	1,466.67	1,633.33	0.98%
RENEWAL & REPLACEMENT	9,138.00	21,233.33	(12,095.33)	2.90%
RENT EXPENSE	2,500.00	2,500.00	-	0.79%
TAXES	3,188.71	4,216.67	(1,027.96)	1.01%
TRANSPORTATION	6,935.88	5,475.00	1,460.88	2.20%
UTILITIES	1,653.82	1,441.67	212.15	0.52%
WATER PURCHASED	74,326.55	80,825.00	(6,498.45)	23.58%
TOTAL EXPENSES	315,194.50	410,361.25	(95,166.75)	
NET SURPLUS (DEFICIT)	88,240.94	11,897.08	76,343.86	

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2021 - 10/31/21

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	728,675.56	756,100.00	(27,424.44)	99.32%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	142.40	1,200.00	(1,057.60)	0.02%
MISCELLANEOUS/RECONNECT FEES	80.18	1,366.67	(1,286.49)	0.01%
QUIET DELL LEASE	2,000.00	2,266.67	(266.67)	0.27%
TAP FEES	2,800.00	3,800.00	(1,000.00)	0.38%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	733,698.14	764,733.33	(31,035.19)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	18,596.64	20,533.33	(1,936.69)	2.57%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
CHEMICALS	1,680.00	433.33	1,246.67	0.23%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	98,443.40	117,400.00	(18,956.60)	13.61%
DIRECTORS FEES	2,197.56	1,966.67	230.89	0.30%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	24,202.37	24,966.67	(764.30)	3.35%
LAB SERVICE	3,886.85	3,700.00	186.85	0.54%
LABOR	119,922.11	113,766.67	6,155.44	16.58%
MAINTENANCE	59,565.99	44,866.67	14,699.32	8.23%
MISCELLANEOUS EXPENSE	140.54	133.33	7.21	0.02%
OFFICE SUPPLIES & EXPENSE	445.72	700.00	(254.28)	0.06%
OUTSIDE SERVICES/CONTRACT LABOR	20,228.92	23,966.67	(3,737.75)	2.80%
POWER PURCHASED	13,486.44	13,233.33	253.11	1.86%
PROPERTY/LIABILITY & INJURIES INSURANCE	8,592.24	15,200.00	(6,607.76)	1.19%
REGULATORY COMMISSION	9,316.69	3,433.33	5,883.36	1.29%
RENEWAL & REPLACEMENT	-	15,900.00	(15,900.00)	0.00%
RENT EXPENSE	10,000.00	10,000.00	-	1.38%
TAXES	10,373.27	10,000.00	373.27	1.43%
TRANSPORTATION	11,747.54	13,966.67	(2,219.13)	1.62%
UTILITIES	2,577.90	3,700.00	(1,122.10)	0.36%
WATER PURCHASED	307,930.93	323,300.00	(15,369.07)	42.57%
TOTAL EXPENSES	723,335.11	761,166.67	(37,831.56)	100.00%
NET SURPLUS (DEFICIT)	10,363.03	3,566.67	6,796.36	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2021 -10/31/21

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	755,353.28	840,033.33	(84,680.05)	92.85%
FACILITIES CHARGE	10,000.00	10,000.00	-	1.23%
INTEREST INCOME	223.00	3,333.33	(3,110.33)	0.03%
MISCELLANEOUS/RECONNECT FEES	-	-	-	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	6,800.00	6,966.67	(166.67)	0.84%
UNUSUAL CHARGE	41,187.30	63,966.67	(22,779.37)	5.06%
TOTAL INCOME	813,563.58	924,300.00	(110,736.42)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	3,107.70	4,233.33	(1,125.63)	0.46%
BRIDGEPORT SANITARY BOARD	20,777.73	35,133.33	(14,355.60)	3.08%
CHEMICALS	1,283.04	5,300.00	(4,016.96)	0.19%
CLARKSBURG SANITARY BOARD	9,159.60	8,100.00	1,059.60	1.36%
DEBT SERVICE	278,044.46	370,078.33	(92,033.87)	41.25%
DIRECTORS FEES	1,602.44	1,133.33	469.11	0.24%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	18,045.43	18,400.00	(354.57)	2.68%
LAB SERVICE	1,257.53	4,000.00	(2,742.47)	0.19%
LABOR	70,678.38	75,300.00	(4,621.62)	10.49%
MAINTENANCE	52,678.01	83,866.67	(31,188.66)	7.82%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	5,334.37	3,966.67	1,367.70	0.79%
OUTSIDE SERVICES/CONTRACT LABOR	68,617.01	95,066.67	(26,449.66)	10.18%
POWER PURCHASED	44,050.25	80,333.33	(36,283.08)	6.54%
PROPERTY/LIABILITY & INJURIES INSURANCE	5,628.01	7,033.33	(1,405.32)	0.84%
REGULATORY COMMISSION	9,822.96	2,433.33	7,389.63	1.46%
RENEWAL & REPLACEMENT	70,318.00	69,033.33	1,284.67	10.43%
RENT EXPENSE	-	-	-	0.00%
TAXES	3,907.53	6,866.67	(2,959.14)	0.58%
TRANSPORTATION	6,816.24	7,933.33	(1,117.09)	1.01%
UTILITIES	2,852.17	2,066.67	785.50	0.42%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	673,980.86	880,278.33	(206,297.47)	100.00%
NET SURPLUS (DEFICIT)	139,582.72	44,021.67	95,561.05	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
07/01/2021 -10/31/21

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	1,484,028.84	1,596,133.33	(112,104.49)	95.91%
FACILITIES CHARGE	10,000.00	10,000.00	-	0.65%
INTEREST INCOME	365.40	4,533.33	(4,167.93)	0.02%
MISCELLANEOUS/RECONNECT FEES	80.18	1,366.67	(1,286.49)	0.01%
QUIET DELL LEASE	2,000.00	2,266.67	(266.67)	0.13%
TAP FEES	9,600.00	10,766.67	(1,166.67)	0.62%
UNUSUAL CHARGE	41,187.30	63,966.67	(22,779.37)	2.66%
TOTAL INCOME	1,547,261.72	1,689,033.33	(141,771.61)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	21,704.34	24,766.67	(3,062.33)	1.55%
BRIDGEPORT SANITARY BOARD	20,777.73	35,133.33	(14,355.60)	1.49%
CHEMICALS	2,963.04	5,733.33	(2,770.29)	0.21%
CLARKSBURG SANITARY BOARD	9,159.60	8,100.00	1,059.60	0.66%
DEBT SERVICE	376,487.86	487,478.33	(110,990.47)	26.94%
DIRECTORS FEES	3,800.00	3,100.00	700.00	0.27%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	42,247.80	43,366.67	(1,118.87)	3.02%
LAB SERVICE	5,144.38	7,700.00	(2,555.62)	0.37%
LABOR	190,600.49	189,066.67	1,533.82	13.64%
MAINTENANCE	112,244.00	128,733.33	(16,489.33)	8.03%
MISCELLANEOUS EXPENSE	140.54	133.33	7.21	0.01%
OFFICE SUPPLIES & EXPENSE	5,780.09	4,666.67	1,113.42	0.41%
OUTSIDE SERVICES/CONTRACT LABOR	88,845.93	119,033.33	(30,187.40)	6.36%
POWER PURCHASED	57,536.69	93,566.67	(36,029.98)	4.12%
PROPERTY/LIABILITY & INJURIES INSURANCE	14,220.25	22,233.33	(8,013.08)	1.02%
REGULATORY COMMISSION	19,139.65	5,866.67	13,272.98	1.37%
RENEWAL & REPLACEMENT	70,318.00	84,933.33	(14,615.33)	5.03%
RENT EXPENSE	10,000.00	10,000.00	-	0.72%
TAXES	14,280.80	16,866.67	(2,585.87)	1.02%
TRANSPORTATION	18,563.78	21,900.00	(3,336.22)	1.33%
UTILITIES	5,430.07	5,766.67	(336.60)	0.39%
WATER PURCHASED	307,930.93	323,300.00	(15,369.07)	22.04%
TOTAL EXPENSES	1,397,315.97	1,641,445.00	(244,129.03)	100.00%
NET SURPLUS (DEFICIT)	149,945.75	47,588.33	102,357.42	

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

OPERATING ACTIVITIES		
Net Income (Loss)	$	6,516.65
Adjustments to reconcile Net Income		
to net cash provided by operations:		
Accounts Receivable	$	-
Accounts Payable	$	(16,713.41)
Customer Deposits	$	777.98
Due (From) To Sewer Fund	$	(108,709.06)
Net cash provided by Operating Activities	$	(118,127.84)
INVESTING ACTIVITIES		
Fixed Assets	$	-
	$	-
Net cash provided by Investing Activities	$	-
FINANCING ACTIVITIES		
5.5 Agreement	$	-
Grants	$	-
Net cash provided by Financing Activities	$	-
Net cash increase for period	$	(118,127.84)
Cash at beginning of period	$	1,094,614.85
Cash at end of period	**$**	**976,487.01**
Unrestricted Cash	$	583,378.28
Restricted Cash		
Depreciation Reserve	$	301,373.03
Bond Commission Sweep	$	26,503.00
Construction Stevens Run	$	50.00
Customer Deposits	$	65,182.70
Total Restricted Cash	$	393,108.73
Total Unrestricted & Restricted Cash	**$**	**976,487.01**
	$	-

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

OPERATING ACTIVITIES		
Net Income (Loss)	$	81,724.29
Adjustments to reconcile Net Income		
to net cash provided by operations:		
Accounts Payable	$	(3,646.17)
Customer Deposits	$	1,978.81
Payroll Liabilities	$	(5,053.54)
Due (From) To Water Fund	$	108,709.06
Net cash provided by Operating Activities	$	183,712.45
INVESTING ACTIVITIES		
1450 · WORK IN PROGRESS:Row's & Land	$	-
Fixed Assets Project	$	(1,260,769.98)
Net cash provided by Investing Activities	$	(1,260,769.98)
FINANCING ACTIVITIES		
	$	-
5.5 Agreement	$	-
Draw on Bond & Grants	$	1,260,770.20
Net cash provided by Financing Activities	$	1,260,770.20
Net cash increase for period	$	183,712.67
Cash at beginning of period	$	1,621,714.40
Cash at end of period	**$**	**1,805,427.07**
Unrestricted Cash	$	1,002,731.17
Restricted Cash		
Construction Account	$	1,698.77
Depreciation Reserve	$	638,084.03
Rural Development Reserve	$	25,274.32
Bond Commission Sweep	$	52,742.79
Customer Deposits	$	84,895.99
Total Restricted Cash	$	802,695.90
Total Unrestricted & Restricted Cash	**$**	**1,805,427.07**
	$	-

9-B

Special Meeting Minutes of the Greater Harrison County Public Service District
For Wednesday, November 3, 2021

Board Members Present: James Scudere, Ruth Ann Messenger, Thomas Michael and Mark Leonard

Others Present: Bill Hoover, Zack Dobbins, Todd Swanson, Delby B. Pool, Jeanette Paugh, Carol McConnell, Richard Fowler, Janice Stout and Cynthia Woolford

Proceedings: Meeting called to order by James Scudere

Agenda Items:

1. To conduct a public hearing regarding a proposed Water Rate Resolution
2. To consider on second reading and act upon a proposed Water Rate Resolution, as amended, entitled:

A RESOLUTION ESTABLISHING NEW RATES, FEES AND CHARGES FOR SERVICE TO CUSTOMERS OF THE EXISTING PUBLIC WATERWORKS SYSTEM OF GREATER HARRISON COUNTY PUBLIC SERVICE DISTRICT.

Public Comments:
Delby B. Pool – as I understand this notice it reads there will be an 8.81 increase in two steps, ½ to go into effect as soon as approved and ½ 6 months later. What specifically will this cover? Zack added one of our big problems right now is pipe, it is hard to get and pipe as well as fittings has had an increase in the cost. We have hired another additional employee. Another big issue we purchase water from the City of Nutter Fort and they just increased their rates 14%, so that was almost $50,000 O&M increase. Delby inquired if there are any large loans this is being addressed to? Zack replied "no, this is just helping us meet our bond covenants, because at the fiscal year end we were in a $78,000 deficit. This will help us to fund our renewal and replacement account. Delby inquired approximately how many customers are water or water/sewer that this would impact? Zack replied a little over 3500 customers, a then the other item built in is the truck fund of $25,000 per year, we have trucks with over 200,000 miles and it becomes a safety concern.

Jeanette Paugh – I am retired and live on a fixed income, you all keep raising the rates and we don't get no raise on the social security like this. I don't use 600-800 galloons per month, but I pay the same as someone that uses 3500 gallons a month. If I'm gonna pay for 3500 gallons of water then I might as well put it in a tank somewhere. I think that should be taken into consideration when you keep raising this stuff.

Carol McConnell – Nothing to add

Richard Fowler – What I have to say is I'm looking at a paper here that says 3500 gallons and the present rate is 38.47. If this was presented to the County Commission I'm questioning why

it was presented that way, mine is $33.00. Zack added what we are required to advertise is what the average customer uses. Dick restated but it was presented to the County Commission the way it is showing here not what your minimum rate is. What your minimum rate is today is 3000 gallons for $33.00 a month. Are we playing smoking mirrors here or what? This letter shows my present rate is $38.47 for 3500 gallons and that is not what it is. Zack added that is for the average customer and for a 3500-gallon bill is that, you will see in the last sentence of the first paragraph the average monthly bill for the various classes of water customers will change as follows. So, it is just the average, not specific people. When we presented this to the County Commission we provided what the average bill was, a minimum bill and every tariff section. Dick stated, so what I'm still saying is your minimum billing today mine is 3000 gallons $33.00, so why was it not presented this way. Zack added because we are not required – interrupted by Dick – Dick stated you are not required to tell the truth right. Todd Swanson added the PSC required – interrupted by Dick – Dick stated that the Public Service Commission has nothing to do with the rates! Let's get that straight right now. Todd Swanson stated with the form they do, Zack added what we presented was an average bill. Dick added why didn't you show it as a residential present rate 3000 gallons $33.00, Zack added that is a minimum bill not an average bill. Dick added, I've made by comment "smoking mirrors is all I'm saying".

Janice Stout – We the customers can't be a blank check for whatever they want money for, it seems like every year you want more and more from us the customers. I like the idea like she said living alone and only doing 2 loads of laundry a week, I should pay much less using considerably much less. I would also like to know who provides accountability and oversite of the operations of Greater Harrison, I don't know that? I don't know who comes in and looks objectively at are you running efficiently and effectively at running. I have experience is that area, have you done process mapping, what are the results? Have you done process improvement projects? Who does those? What's the results of those? Have you done cost analysis? Do you know what the processing cost is? Have you done metrics to make reduce cost or make more efficient. I don't know who does this for Greater Harrison and I would be interested in knowing who does. Zack replied; Your talking about a district that is taking care of about 6000 customers, about 14 employees, we have folks with the average person may make $30,000 per year with overtime. Bill the General Manager looks at pipe prices, there are only certain places we can get pipe. We buy fuel in bulk to get cheaper costs, they have outsourced the accounting to me, this is not a normal business! We do have another person at the office that works part time and she has oversight over the office, takes control of billing and uploads actual deposits. Janice added with all the things you mentioned are either buying supplies or salaries, I'm not talking about that. I'm talking about administrative processes, work processes, has anyone mapped those out to see what it cost to do each step to see where you could make cuts. Zack added there is no process, when there's a water leak we have to fix it! To cut down on the leaks that we fix there is no way to do that, we have changed meters from manual to radio to save time and reallocate time. Bill added, we started about 10 years ago with satellite telemetry, and again we did a cost analysis on that, our tanks had to be checked all the time manually/physically. We can now look at this now on our iPhone or etc., we did look at the cost savings per year, we did the same thing with the manual read meters. I used to take 3 weeks to read all the meters, now we do that in 4 days. Our biggest issue is

water loss, we try to identify areas – we bought a Beacon system. Where are you? Janice replied at the top of Johnstown Hill, I have asked repeatedly for someone to come and talk to me to find a solution. I know my uncle signed a waiver but I have a fabulous home and a trickle of water. We have a water trough master meter – we know how many customers we have, we know how much water they use and by these steps we have cut down water loss, we can identify when something is wrong. Janice stated that she has a pump. Bill advised her that he would discuss with her later. Tom added that there was a low-pressure waiver signed, you will have to have a pump – interrupted by Janice. Tom concluded that who pays for the pump, that would be you! Tom ask Bill to please contact her. The pumps should have a low pressure shut off switch. All the people in Locust Heights they know and they all have a low pressure shut off switch. We can record the pressure and advise you what the minimum is and you can adjust your low-pressure switch. Tom stated your first question, you were wondering is an expert has ever taken a look at your whole system. Janice added that I literally saved $100's of $1000's of dollars. I don't believe we have ever had a person come in just to do that, however it happens constantly that we are seeking advise or have questions and it turns into improvements in efficiency. The PSC is very good and every month the County Commission gets reports on financial information which they review, there is oversight in all areas. The PSC assists with leaks, hydraulic problems etc. Tom added that they are good about educating and reeducating.

Cynthia Woolford – I just wanted to be informed and I really don't have any questions.

The public comment period was concluded.

The resolution to establish new rate was read "A RESOLUTION ESTABLISHING NEW RATES, FEES AND CHARGES FOR SERVICE TO CUSTOMERS OF THE EXISTING PUBLIC WATERWORKS SYSTEM OF GREATER HARRISON COUNTY PUBLIC SERVICE DISTRICT".

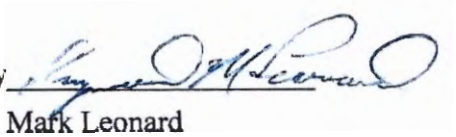
Thomas Michael added on the minimum bill issue, some of the information discussed with the state-wide average for minimum residential consumption is 3500. Zack added no, this is Greater Harrison's, statewide is 3400. Tom added so our minimum bill is less than the average already, is there anyway you could deal with the people that use 600 galloons per month. Zack added that we would have to go back and do statewide and working for over 100 utilities statewide, if the board wanted to lower that minimum then we have to go back through and do bill analysis for rule 42. We can look at this and see what we can do, however at the end of the day when we need 3 million dollars, we need 3 million dollars. ? questioned has anyone looked at the load, do you have a cluster of people using 600 gallons. Zack added yes this will be reviewed and submitted with the next water project. ? questioned if there are alternate sources for purchasing water versus Nutter Fort? Zack added unfortunately that is not an option, we have agreements and bond payments that prohibit changing.

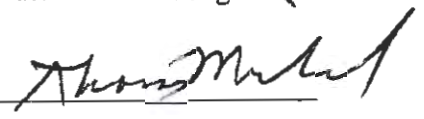
A motion to approve A RESOLUTION ESTABLISHING NEW RATES, FEES AND CHARGES FOR SERVICE TO CUSTOMERS OF THE EXISTING PUBLIC WATERWORKS SYSTEM OF GREATER HARRISON COUNTY PUBLIC SERVICE DISTRICT, was made by Mark Leonard, seconded by Ruth Ann Messenger and unanimously accepted.

A motion to adjourn meeting was made by Thomas Michael, seconded by Mark Leonard and unanimously accepted.

Chairman_____
James Scudere

Treasurer Ruth Ann Messenger
Ruth Ann Messenger

Secretary 
Mark Leonard

Member 
Thomas Michael



9-C

Minutes of the Greater Harrison County Public Service District
For Wednesday, December 15, 2021

Board Members Present: James Scudere, Raymond Vanhorn, Ruth Ann Messenger, Thomas Michael and Mark Leonard

Others Present: Bill Hoover, Zack Dobbins, Kylea Radcliff, Logan Alastanos and Patrick Lesmann

Proceedings: Meeting called to order by James Scudere

Meeting Minutes for November: Mark Leonard made a motion approve the November meeting minutes, seconded by Ruth Ann Messenger and unanimously accepted.

Public Comments: No public present

Agenda Items:

Thrasher Engineering provided by Logan Alastanos

Sewer Project

Phase 2 Rt. 73 – Construction Updates

The last foot of pipe went into the ground today on Rt. 73. No reclaimed or tested but every foot of pipe is in the ground. Pictures and construction updates are available. They are hoping to get the testing done the next couple of days and a walk through done next Wednesday. This work includes the work change directive for Tom Kennedy. The construction does still need some paving and reclamation. The road work was done by Wolfe Excavating and photos are also available. This was a significant slip on the road. We were able to strike a deal with the airport to get some shot rock to build road back up. This access road has been a problem since the first couple months of construction. In November of 2020 we had the site drilled and monitored it continually. The cost of estimates leads us to go back to the USDA for more funds. The total cost has not yet come in from Wolfe Excavating. They would have been finished up last week but they noticed some sponging at the entrance of the road. They took off about 2' off the top of the road and put on shot rock in. Everything has been stabilized at this time. The cost for 3 bore holes is about $15,000. Mr. Wilfong is aware that they will be paving now. We are responsible for putting $1,000 a year for any future road work, he is responsible for his snow removal and we are responsible for ours. We have ingress egress through there. Zack added that if Mr. Wilfong would start to build back there then we need to have pictures of slip and before and after for any potential problems. Patrick can keep an eye out for other activity on the access road.

We have put together a Sludge Press spec, verified with USDA just to be able to submit to suppliers. This doesn't have to be vendor bid. We have already received calls of interest. Charlotte Wells has advised that we do not have to advertise under the federal standards. The equipment is unique. Zack added that he believes we did this in 2015 with the meters. Charlotte advised that we only have to submit to quotes. This has been sent to five suppliers now. If you have to put in the paper, it would be close to $1,500 plus.

We have a change order for contract #3, change order #5 for the work change order directive due to line 30. This was the contaminated soil; we have to change a line. They started construction on May 25th and completed on September 8th, a total of 106 days. We had to change the way the services were coming in. Together was 117 days which moved the final completion date from January into May, then I accounted for the weather days making the total day addition up to 120 days. They ask for 128 days.

The additional money is $88,739, this includes $23,623 for mobilization, remobilization, $696 for polywrap, Mr. Kennedy required a E1 grinder pump for $35,649, an additional 445 linear foot of forced main for $1,181. The total increase is $88,739.00 Now total contract $6,560,544.00. Take the substantial completion day to 629 calendar days and final payment days to 659 days. This takes the substantial complete to May 27, 2021. They are still 7 months out of contract time. A motion to approve Change order #5 for Contract #3 was made by Mark Leonard, seconded by James Scudere and unanimously accepted.

Notice of Acceptability of Work on Contract #4 is just paperwork basically. This is the waste water treatment plant contract with Breckenridge, we need a motion to accept the work. A motion to accept was made by Thomas Michael, seconded by Ray Vanhorn and unanimously accepted.

Notice of Acceptability of Contract #1 was previously made but with the road work this will include the road work. A motion to accept was made by James Scudere, seconded by Mark Leonard and unanimously accepted.

We will have to work on the additional costs now with the damages and delays associated with the contract. They have significantly caused increased cost due to delay. I have kept a running list for costs associated with this.

Enterprise
They are at 71% complete currently. They have 3 crews working right now. Indications from contractor they will be adding 2-3 crews mid-January. There have been no major complaints. They have had mostly questions. The lines are being tested as they are doing the work. As soon as the digging crews get done the testing crews come in. They are making good progress.

Sludge Removal Project
We are progressing through the design; I have a few questions I need to get with Bill on. This is a fully funded project.

Quiet Dell
We got the additional planning waste load allocation from the DEP. Showing them, we were taking out six package plants, this did boost our numbers a little bit. We can look at getting them out to suppliers now. We have a map for your review, we did find a treatment plant location with an access road. We will look at the possibility of securing property before we do too much additional. The property belongs to Andy Lang. He is willing but the access road will be more difficult. I would like to get something more formal from the County before we do too much and expenses add up. James Scudere added that they need to make a written commitment.

Woodstock Heights Sanitary Sewer Extension Project
We submitted a planning document utilizing the rates where they are right now. We would look to fund about a 1 million project, $500,000 grant from IJDC and $500,000 in debt forgiveness the DEP. It would be minimum flow with only about 18 homes and the winery. Construction costs would be about $750,000. It won't be reviewed by the council until mid-January.

10-year plan
Nothing to report

Water Projects

Steven's Run

Spoke with contractor on Tuesday and still waiting on pipe. The 6" should be shipped by end of January, the 4" should be manufactured first of February. There has been delays with the booster station as well.

Overall Water Project

We are working on the planning document, February submission expected. We have been working with Zack on this.

Locust Heights

We did not get the funds. We have an idea and would like to meet with the County and if they could give us about $250,000. Perhaps we could match with IJDC. This really cannot wait.

10-year plan

Nothing additional

Finance: Report provided by Ruth Ann Messenger

Water and Sewer check registers with debit card transactions

-Water- Total amount for checks $117,663.10. This includes with 2 Eft's, first check #8350 thru 8370.

-Sewer- Total amount for checks and EFT's: $289,620.31. This includes 10 Eft's, first check #34581 thru 34641.

Debit card transactions totaled $491.53. A motion to approve was made by James Scudere, seconded by Thomas Michael and unanimously accepted.

Zack Dobbins – Bennett and Dobbins

In the water there was a large bill to Steptoe and Johnson, about half was for services and the other half was all the advertisements. On the sewer side there was a check to Matheny Motors for $75,000, we had to pay for that upfront but we will get reimbursed for that. The landfill revenue will have a big impact but I'm hoping with these projects it will help make up some of that revenue.

We have Drawdown Resolution #30 for Phase II/Rt. 73 in the amount of $256,855.28. That will be paid out of SRF loan $1,630.00, USDA loan $109,203.51 and USDA grant $146,021.77. A motion to approve Draw #30 made by Thomas Michael, seconded by Ray Vanhorn and unanimously accepted. The dump truck will also help to take some of the sludge out.

We have Resolution #16 for the Enterprise project in the amount of $210,455.55 on the SRF loan. A motion to approve Resolution #16 made by Thomas Michael, seconded by James Scudere and unanimously accepted.

Last month you selected JD Utility Services to do the county wide water project, I have that contract in the amount of $100,000. These were submitted to Sam and his only question was on the format on the scope of services. A motion to approve the contract was made by Thomas Michael, seconded by Ray Vanhorn and unanimously accepted.

Each year Bennett and Dobbins has to have an agreement signed for the day-to-day work done for Greater Harrison, this is billed on a monthly charge. To continue with our services for calendar year 2022 we need a motion. A motion was made by Thomas Michael, seconded by Ray Vanhorn and unanimously accepted.

In speaking with Sam on the Woodstock Heights, the administration would be $10,000 fee and he agreed that this does not need to be bid out. This would be the same scope of services contract that you approved for the water project. A motion to approve was made by Thomas Michael, seconded by James Scudere and unanimously accepted.

With the scope of services being approved, I now have the acknowledge of uniform bidding procedures for projects recommended by the WV infrastructure jobs development council for the Wood Stock Heights project. This is the same as you signed last month for the water project, we have to do this for each project. A motion to approve was made by Mark Leonard, seconded by James Scudere and unanimously accepted.

I also need a motion to sign the proposed customer certification and agreement for the WV IJDC project for the Wood Stock Heights. The number of customers to be served is zero, this is just for improvements. A motion to approve was made by James Scudere, seconded by Ruth Ann Messenger and unanimously accepted.

Last month we spoke about the senate bill 234 and opening up separate accounts for water and sewer, Bill has gotten all that paperwork ready. We just need a motion to approve signing setting up the separate accounts for water and sewer for senate bill 234. A motion to approve was made by James Scudere, seconded by Ruth Ann Messenger and unanimously accepted.

Bill Hoover – General Manager

Water – Lost Creek/Mount Clare we maintained at 39%, one main leak and 3 service lines. Valley of Good Hope was at 13% no leaks. QD was at 11% down a lot and we fixed no leaks. Overall, 22% down 7%. The PSC has come in a couple different times and helped us sound for leaks. There are 3 areas we are going to look at.

Coon's Run was at 15%. It is really not a bad system.

We did get water violations. If you call the Health Department, they say it's a Lab problem. We sit at the fax for a couple hours at a time. This issue is not just with Greater Harrison. You have to fax the documents. It has come to the point everyone is frustrated. We want to get the cabinet secretary to come and talk to us. I'm not sure just how many violations we have had. I delegate all of this to Matt.

All the meters have been changed out in Coon's Run except one which will be a little more difficult.

Weather has not affected us yet. No meter bottoms have busted and no frozen lines.

In the County Commission today they had a representative from WV American Water, he mentioned that they can buy struggling water systems and he then ended up with purchasing Greater Harrison County PSD. They want to be the sole supplier of water in WV. It is really not up to us. Zack added that their rates are higher than ours. They just got into sewer, their tariffs are hard to read and find. I can't image them wanting to do these 30-million-dollar projects. Their rates are raised every year.

Sewer
We have been trying to work on lift station #15 for 3 months. We had to order parts and have been waiting 90 days. Our guys are going over daily to check but it scheduled for repair tomorrow.

Finished all our septic tank pumping for the season. There was one we had to contract out to M&M because we didn't have enough hoses.

Jim and I did go to the sanitary board in Shinnston. It was a good meeting and we made some steps. I contacted Cathy Emery, we were concerned and we inquired on if Shinnston could take some of this waste water? She will get back to me after she reviews. We explained the direction we want to go in.

I would like to sit down with the County Administrator but with the holidays it's been difficult.

Good of the District
We need to send a letter of support to County Commission to reappoint board members. James Scudere made a motion to reappoint Thomas Michael, Ruth Ann Messenger and Ray Vanhorn to the board of Greater Harrison County PSD, seconded by Ruth Ann Messenger and unanimously accepted.

Patrick Lesmann – (P&B Services)
No issues Patrick maintains the day to day and we are down to only 4.

Executive Session – To discuss Route 73.

A motion to adjourn meeting not recorded

The next regular monthly meeting will be held on January 19, 2021 at 4:00 pm.

Chairman_____
James Scudere

Treasurer Ruth Ann Messenger
Ruth Ann Messenger

Secretary
Mark Leonard

Member Ray Vanhorn
Ray Vanhorn

Member Thomas Michael
Thomas Michael

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Harrison County WV Commission FOIA Policy & Fee Schedule

Effective 1/26/2022

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 Harrison County Commission; and
- When the fee is received, sends the fee to County Clerk, 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.

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Greater Harrison County
Public Service District

PO Box 190
West Milford, WV
26451

Phone: 304-745-3463
Fax: 304-745-5327

www.greaterharrisonpsd.com

December 15, 2021

Harrison County Commission
301 West Main Street
Clarksburg, WV 26301

Subject: Request to Re-appoint existing members Thomas Michael, Ruth Ann Messenger and Edgar Vanhorn to Greater Harrison County Board

Dear Harrison County Commissioners,

Please accept the Greater Harrison County PSD's Board nomination to reappoint the following individuals/whose term/s expired on December 8, 2021:

Thomas Michael's reappointment was approved board members at the regular meeting of the Greater Harrison County PSD's board meeting on December 15, 2021. The vote was unanimous from the four other members. Attached are the meeting minutes from December 15, 2021 that reflect the vote of the Board recommendation. Please let this letter serve as submission to the Harrison County Commissioners for their approval and selection.

Ruth Ann Messenger's reappointment was approved board members at the regular meeting of the Greater Harrison County PSD's board meeting on December 15, 2021. The vote was unanimous from the four other members. Attached are the meeting minutes from December 15, 2021 that reflect the vote of the Board recommendation. Please let this letter serve as submission to the Harrison County Commissioners for their approval and selection.

Edgar Vanhorn's reappointment was approved board members at the regular meeting of the Greater Harrison County PSD's board meeting on December 15, 2021. The vote was unanimous from the four other members. Attached are the meeting minutes from December 15, 2021 that reflect the vote of the Board recommendation. Please let this letter serve as submission to the Harrison County Commissioners for their approval and selection.

If you have further questions, please contact the Board members at the phone numbers on file.

Respectfully,

James Scudere – Chairman
12/15/21
Date

Raymond Leonard – Secretary
12/15/2021
Date

Attachments: Meeting Minutes with Vote

HARRISON COUNTY COMMISSION
STATEMENT OF ACTUAL AND ESTIMATED REVENUES
GENERAL FUND
AS OF 12/2021

U5 - A

[redacted]

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
001-299-002	UNENC BALANCE BUDGETED	4368257.00			4368257.00	
TOTALS FOR 299 UNENC BAL BUDGETED		4368257.00			4368257.00	
001-301-001	AD VALOREM TAXES	15243349.00	10669.21	9479527.72	5763821.28	62.18
001-301-002	TAXES FIRST PRIOR YEAR	500000.00		486866.68	13133.32	97.37
001-301-003	TAXES SECOND PRIOR YEAR	12500.00		11246.40	1253.60	89.97
001-301-004	TAXES THIRD PRIOR YEAR	4000.00		6290.29	-2290.29	157.25
001-301-005	TAXES FOURTH PRIOR YEAR	2000.00		2750.75	-750.75	137.53
001-301-006	SUPPLEMENTAL TAXES	200000.00		144703.01	55296.99	72.35
001-301-009	REDEMPTIONS/STATE AUDITOR	1000.00	220.53	1280.17	-280.17	128.01
001-301-010	5TH & OTHER PRIOR YR TAX	500.00			500.00	
001-301-097	EXONERATION REFUNDS			-2187.09	2187.09	
001-301-098	CASH DISCREPANCY TAXES			66.26	-66.26	
001-301-099	UNDISTRIBUTED TAXES			53.30	-53.30	
TOTALS FOR 301 PROPERTY TAXES		15963349.00	10889.74	10130597.49	5832751.51	63.46
001-302-000	TAX PENALTIES & INTEREST	350000.00	1150.00	334677.62	15322.38	95.62
TOTALS FOR 302 TAX INT PUB FEES		350000.00	1150.00	334677.62	15322.38	95.62
001-304-000	PROPERTY TRANSFER TAX	650000.00	75285.76	513001.06	136998.94	78.92
TOTALS FOR 304 PROPERTY TRF TAX		650000.00	75285.76	513001.06	136998.94	78.92
001-306-000	GAS & OIL SEVERANCE TAX	400000.00		673180.43	-273180.43	168.29
TOTALS FOR 306 GAS & OIL SEV TAX		400000.00		673180.43	-273180.43	168.29
001-308-000	WINE AND LIQUOR TAX	7500.00		6318.72	1181.28	84.24
TOTALS FOR 308 WINE AND LIQUOR TAX		7500.00		6318.72	1181.28	84.24
001-317-001	MOBILE HOME PERMITS	100.00	2.00	42.00	58.00	42.00
TOTALS FOR 317 LICENSES		100.00	2.00	42.00	58.00	42.00
001-318-000	BUILDING PERMITS	5000.00	2525.00	10975.00	-5975.00	219.50
TOTALS FOR 318 BUILDING PERMITS		5000.00	2525.00	10975.00	-5975.00	219.50
001-319-001	FARM USE DECALS	50.00		30.00	20.00	60.00
TOTALS FOR 319 MISC PERMITS		50.00		30.00	20.00	60.00
001-322-000	HOMELAND SECURITY			69566.31	-69566.31	
001-322-008	FEDERAL GRANT			9531.20	-9531.20	

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
TOTALS FOR 322 FED GRANTS				79097.51	-79097.51	
001-327-000	CHARGES FOR SERVICE	500.00			500.00	
TOTALS FOR 327 CHARGES FOR SERVICES		500.00			500.00	
001-329-000	SER PROCESS/CIRCUIT COURT	35000.00	805.00	6302.00	28698.00	18.00
001-329-001	SER PROCESS/MAG COURT			897.00	-897.00	
001-329-002	PROCESS & SUBPOENA		1932.00	13474.00	-13474.00	
TOTALS FOR 329 SER PROCESS FEES		35000.00	2737.00	20673.00	14327.00	59.06
001-330-000	SHERIFF'S EARNINGS	5000.00			5000.00	
001-330-001	ARREST FEES		75.00	812.75	-812.75	
001-330-002	SHERIFFS FEES		75.00	747.00	-747.00	
TOTALS FOR 330 SHERIFF EARNINGS		5000.00	150.00	1559.75	3440.25	31.19
001-331-000	COUNTY CLERKS EARNINGS	425000.00	23758.70	166902.78	258097.22	39.27
TOTALS FOR 331 COUNTY CLERK EARNINGS		425000.00	23758.70	166902.78	258097.22	39.27
001-332-000	CIRCUIT CLERK'S EARNINGS	75000.00	2767.00	23191.83	51808.17	30.92
001-332-001	COPIES		1347.58	10384.73	-10384.73	
TOTALS FOR 332 CIRCUIT CLK EARNINGS		75000.00	4114.58	33576.56	41423.44	44.76
001-333-000	PROS ATTORNEY'S EARNINGS	2000.00			2000.00	
001-333-001	P A FEES			1150.00	-1150.00	
TOTALS FOR 333 PROS ATTY EARNINGS		2000.00		1150.00	850.00	57.50
001-334-000	ACCIDENT REPORTS	3000.00	650.00	2280.00	720.00	76.00
TOTALS FOR 334 ACCIDENT REPORTS		3000.00	650.00	2280.00	720.00	76.00
001-335-000	MOTOR VEHICLE LICENSE FEE	5000.00		2004.50	2995.50	40.09
TOTALS FOR 335 DMV FEES		5000.00		2004.50	2995.50	40.09
001-339-000	PARKS/RECREATION FEES		1940.00	1940.00	-1940.00	
TOTALS FOR 339 PARKS & REC FEES			1940.00	1940.00	-1940.00	
001-340-001	RENTS 4-H CENTER			2400.00	-2400.00	
001-340-006	FAMILY LAW MASTER RENT	42000.00			42000.00	
TOTALS FOR 340 RENTS AND CONCESSION		42000.00		2400.00	39600.00	5.71
001-348-000	FRANCHISE AGREEMENTS	200000.00		42192.12	157807.88	21.09

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
TOTALS FOR 348 FRANCHISE FEES		200000.00		42192.12	157807.88	21.09
001-350-000	IRP FEES	50000.00	4624.97	34375.00	15625.00	68.75
TOTALS FOR 350 IRP FEES		50000.00	4624.97	34375.00	15625.00	68.75
001-361-000	FINES FEES COURT COST	5000.00	477.75	2021.25	2978.75	40.42
TOTALS FOR 361 FINES FEES CT COSTS		5000.00	477.75	2021.25	2978.75	40.42
001-362-000	JAIL PER DIEM	125000.00		97516.49	27483.51	78.01
TOTALS FOR 362 REGIONAL JAIL REIMB		125000.00		97516.49	27483.51	78.01
001-365-000	INTEREST EARNED	60000.00		4623.05	55376.95	7.70
001-365-001	MONTHLY MONEY MARKET INT		18.35	184.10	-184.10	
001-365-002	MONTHLY MONEY MARKET INT		9.81	48.41	-48.41	
TOTALS FOR 365 INTEREST		60000.00	28.16	4855.56	55144.44	8.09
001-366-000	MISCELLANEOUS REVENUE	9301.00	60.00	60.00	9241.00	.64
001-366-003	NSF CHECK FEE			100.00	-100.00	
001-366-007	INSURANCE CLAIMS		14080.82	27602.18	-27602.18	
001-366-008	ANNUAL RABIES CLINIC			3633.00	-3633.00	
TOTALS FOR 366 MISCELLANEOUS REV		9301.00	14140.82	31395.18	-22094.18	337.54
001-367-000	SHERIFF'S COMMISSION	12000.00		12272.92	-272.92	102.27
TOTALS FOR 367 SHERIFF COMMISSION		12000.00		12272.92	-272.92	102.27
001-369-000	COMMISSIONS	5000.00	139.23	3600.57	1399.43	72.01
001-369-001	COMM SHEEP/GOAT TAX		1.20	101.60	-101.60	
001-369-002	COMMISSIONS-VENDING			239.76	-239.76	
TOTALS FOR 369 DOG GOAT COMMISSION		5000.00	140.43	3941.93	1058.07	78.83
001-370-000	LOTTERY TABLE GAMES	100.00			100.00	
TOTALS FOR 370 TABLE GAMING		100.00			100.00	
001-371-000	RECYCLING PROGRAM			208.60	-208.60	
TOTALS FOR 371 RECYCLING PROG REV				208.60	-208.60	
001-373-000	VIDEO LOTTERY	100.00			100.00	
TOTALS FOR 373 VIDEO LOTTERY		100.00			100.00	
001-376-000	ROYALTIES	75000.00	21419.59	84617.98	-9617.98	112.82

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
TOTALS FOR 376 ROYALTIES		75000.00	21419.59	84617.98	-9617.98	112.82
001-382-000	REFUNDS/REIMBURSEMENTS	200000.00	215.28	45637.50	154362.50	22.81
001-382-008	P CARD REBATE			1.47	-1.47	
001-382-009	STOP GRANT/PROS ATTY			11854.17	-11854.17	
001-382-012	SCAD BUY MONEY			400.00	-400.00	
001-382-013	SCAD REIMB MAG COURT			1345.23	-1345.23	
001-382-014	PRO OFFICE OT REIMB			491178.44	-491178.44	
001-382-015	ANTERO OT REIMB		8902.82	15588.49	-15588.49	
001-382-016	WEST MILFORD OT REIMB		4005.72	9995.52	-9995.52	
001-382-017	LOST CREEK OT REIMB			6204.26	-6204.26	
001-382-019	HIDTA OT REIMB		1953.11	1953.11	-1953.11	
001-382-022	MAPLE LAKE OT REIMB			4871.19	-4871.19	
TOTALS FOR 382 REFUNDS REIMBS		200000.00	15076.93	589029.38	-389029.38	294.51
001-383-000	PARKING	10000.00		4657.50	5342.50	46.57
001-383-001	AVF PARKING			202.50	-202.50	
001-383-003	CCJ PARKING			472.50	-472.50	
TOTALS FOR 383 PARKING		10000.00		5332.50	4667.50	53.32
001-394-000	GENERAL SCHOOL REIMB	125000.00			125000.00	
TOTALS FOR 394 GEN SCH FUND REIMB		125000.00			125000.00	
001-395-000	MAGISTRATE COURT REIMB	30000.00			30000.00	
TOTALS FOR 395 MAG CT FUND REIMB		30000.00			30000.00	
001-397-000	PAYROLL REIMBURSEMENTS	250000.00	24657.96	24657.96	225342.04	9.86
001-397-003	CCJ PAYROLL		23239.78	23239.78	-23239.78	
001-397-005	TRANSFER VITAL SERVICES		7254.30	7254.30	-7254.30	
TOTALS FOR 397 PAYROLL REIMBS		250000.00	55152.04	55152.04	194847.96	22.06
001-399-000	TRANSFER ASSESSOR VAL FUN		8752.74	8752.74	-8752.74	
TOTALS FOR 399 ASSR VAL PR REIMB			8752.74	8752.74	-8752.74	
TOTALS FOR GENERAL FUND		23493257.00	243016.21	12952070.11	10541186.89	55.13

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
REPORT TOTALS		23493257.00	243016.21	12952070.11	10541186.89	55.13

SUMMARY PAGE INFORMATION

PARTIAL REPORT ON FUND BEGINNING WITH 001
ENDING WITH 001999999999999999999999

POST PERIOD: 12/2021

SORT / SUBTOTAL ON FUND THEN ACCT THEN THEN
SKIP TO NEW PAGE Y N
PRINT DETAIL: Y
PRINT ACCOUNT NUMBER: Y
SUPPRESS ZERO BALANCE ACCOUNTS: Y

ERRORS DETECTED: 0

END OF REPORT

REPORT DATE 01/19/2022
SYSTEM DATE 01/19/2022
FILES ID I

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
GENERAL FUND
AS OF 12/2021

15-B

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-401-101-00						
CO COMMISSION SALARY	124185.00	10348.70	62092.26		62092.74	49.99
001-401-103-00						
CO COMMISSION EMPLOYEES	550000.00	51887.75	273581.31		276418.69	49.74
001-401-104-00						
CO COMMISSION FICA	55408.00	4918.80	26570.82		28837.18	47.95
001-401-105-00						
CO COMMISSION INSURANCE	1350000.00		575527.89		774472.11	42.63
001-401-106-00						
CO COMMISSION RETIREMENT	72429.00	1594.10	29187.96		43241.04	40.29
001-401-108-00						
OVERTIME	3000.00	105.23	732.88		2267.12	24.42
001-401-109-00						
EXTRA HELP	42000.00	2923.61	16952.32		25047.68	40.36
001-401-112-00						
LONGEVITY	5100.00	439.54	2312.48		2787.52	45.34
001-401-212-00						
CO COMMISSIONS PRINTING	1000.00	297.07	297.07		702.93	29.70
001-401-214-00						
CO COMMISSIONS TRAVEL	7500.00		275.18		7224.82	3.66
001-401-218-00						
CO COMMISSION POSTAGE	250000.00	30992.79	125967.61		124032.39	50.38
001-401-219-00						
RENTS/CO COMM	7500.00		15478.47		-7978.47	206.37
001-401-220-00						
CO COMMISSION ADVERTISING	150000.00	41719.13	51259.39		98740.61	34.17
001-401-221-00						
CO COMMISSION TRAINING	5000.00		440.00		4560.00	8.80
001-401-222-00						
CO COMMISSION DUES & SUBS	15000.00	1245.94	36302.36		-21302.36	242.01
001-401-223-00						
CO COMM PROF SERVICES	300000.00	68822.05	264990.35		35009.65	88.33
001-401-223-01						
PROFESSIONAL SERVICES	150000.00				150000.00	
001-401-224-00						
CO COMMISSION AUDITS	60000.00				60000.00	
001-401-226-00						
CO COMM OFFICIAL BONDS	275000.00	39387.26	130053.35		144946.65	47.29
001-401-232-00						
BANK FEES/CHARGES	500.00				500.00	
001-401-237-00						
OTHER TAXES AND FEES	10000.00		2046.34		7953.66	20.46
001-401-240-00						
REFUNDS & REIMBURSEMENTS	5000.00	85.45	384.70		4615.30	7.69
001-401-457-00						
CAPITAL OUTLA BLDGS	20000.00				20000.00	
001-401-458-00						
CAPITOL OUTLAY/IMPROVEMEN	25000.00	251.00	251.00		24749.00	1.00
001-401-458-03						
GENERAL SERVICES ANNEX	1050000.00	1828.58	776539.40		273460.60	73.95

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-401-458-05						
PS BUILDING ROOF PROJECT	100000.00		79429.50		20570.50	79.42
001-401-458-07						
W MAIN ST PROPERTY	200000.00	43849.99	131951.53		68048.47	65.97
001-401-458-08						
AIRPORT PROPERTY	420000.00	68810.96	206402.88		213597.12	49.14
001-401-458-09						
E THRASHER PROPERTY	170000.00		168000.00		2000.00	98.82
001-401-459-00						
CO COMM CAP OUT EQUIPMENT	50000.00	6480.00	14755.41		35244.59	29.51
001-401-568-00						
CONTRIBUTIONS			13000.00		-13000.00	
TOTALS FOR 401 COUNTY COMMISSION	5473622.00	375987.95	3004782.46		2468839.54	54.89

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-402-101-00						
COUNTY CLERKS SALARY	62093.00	5174.42	31046.50		31046.50	50.00
001-402-103-00						
CO CLERK DEPUTIES	630750.00	52536.28	299904.39		330845.61	47.54
001-402-104-00						
CO CLERK FICA	55265.00	4500.64	25572.10		29692.90	46.27
001-402-106-00						
CO CLERK RETIREMENT	72242.00	5824.62	33020.70		39221.30	45.70
001-402-108-00						
OVERTIME/CO CLERKS OFFICE	7000.00	23.66	673.83		6326.17	9.62
001-402-109-00						
EXTRA HELP	15500.00	2103.75	10282.50		5217.50	66.33
001-402-112-00						
LONGEVITY	7080.00	480.00	2932.50		4147.50	41.41
001-402-212-00						
CO CLERK PRINTING	500.00				500.00	
001-402-214-00						
CO CLERK TRAVEL	2000.00				2000.00	
001-402-221-00						
CO CLERK TRAINING	1500.00				1500.00	
001-402-222-00						
COUNTY CLERK'S DUES	1500.00		650.00		850.00	43.33
001-402-223-00						
PROFESSIONAL SERVICES	500.00				500.00	
001-402-341-00						
CO CLERK MAT & SUPPLIES	10000.00	15.00	1953.88		8046.12	19.53
001-402-342-00						
CO CLERK RECORD BOOKS	22500.00	1368.31	5446.72		17053.28	24.20
001-402-459-00						
CO CLERKS/NEW EQUIPMENT	1500.00				1500.00	
TOTALS FOR 402 COUNTY CLERK	889930.00	72026.68	411483.12		478446.88	46.23

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-403-101-00						
CIRCUIT CLERKS SALARY	62093.00	5174.42	31046.50		31046.50	50.00
001-403-103-00						
CIR CLERK DEPUTY SALARIES	586000.00	50320.04	291233.41		294766.59	49.69
001-403-104-00						
CIRCUIT CLERKS FICA	52122.00	4218.57	24970.66		27151.34	47.90
001-403-106-00						
CIR CLERKS RETIREMENT	68133.00	5650.22	33499.24		34633.76	49.16
001-403-108-00						
OVERTIME/CIR CLKS OFFICE	10000.00	487.39	9591.55		408.45	95.91
001-403-109-00						
EXTRA HELP	17000.00	960.00	5512.00		11488.00	32.42
001-403-112-00						
LONGEVITY	6240.00	520.00	3120.00		3120.00	50.00
001-403-212-00						
CIRCUIT CLERKS PRINTING	4000.00		852.73		3147.27	21.31
001-403-214-00						
CIRCUIT CLERKS TRAVEL	2250.00		330.50		1919.50	14.68
001-403-221-00						
CIRCUIT CLERKS TRAINING	3000.00		1623.47		1376.53	54.11
001-403-222-00						
CIR CLERKS DUES & SUBS	300.00				300.00	
001-403-341-00						
CIRCUIT CLERKS MAT & SUPP	11500.00	3285.94	4240.42		7259.58	36.87
001-403-342-00						
CIR CLERKS RECORD BOOKS	1500.00		373.94		1126.06	24.92
001-403-459-00						
NEW EQUIPMENT/CIR CLERK	3000.00		831.08		2168.92	27.70
TOTALS FOR 403 CIRCUIT CLERK	827138.00	70616.58	407225.50		419912.50	49.23

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-404-101-00						
SHERIFFS SALARY	50266.00	4188.83	25133.00		25133.00	50.00
001-404-102-00						
SHERIFF COMMISSION	15000.00		15000.00			100.00
001-404-103-00						
SHERIFFS TAX DEPUTIES	498500.00	42163.06	243379.50		255120.50	48.82
001-404-104-00						
SHERIFF & TAX OFF FICA	44621.00	3459.09	21782.75		22838.25	48.81
001-404-106-00						
SHERIFF & TAX OFF RET	58329.00	4706.89	29546.55		28782.45	50.65
001-404-108-00						
OVERTIME/TAX OFFICE	9000.00	12.09	7723.01		1276.99	85.81
001-404-109-00						
EXTRA HELP	2000.00				2000.00	
001-404-112-00						
LONGEVITY	8520.00	705.00	4230.00		4290.00	49.64
001-404-212-00						
TAX OFFICE PRINTING	2500.00	491.50	932.38		1567.62	37.29
001-404-214-00						
TAX OFFICE TRAVEL	1000.00		462.50		537.50	46.25
001-404-221-00						
TAX OFFICE TRAINING	5700.00		1730.47		3969.53	30.35
001-404-222-00						
DUES & SUBSCRIPTIONS	60.00	50.00	50.00		10.00	83.33
001-404-341-00						
TAX OFFICE MAT & SUPPLIES	5050.00	345.81	1231.55		3818.45	24.38
001-404-342-00						
TAX OFFICE RECORD BOOKS	1600.00				1600.00	
001-404-459-00						
NEW EQUIPMENT-COMPUTER	3000.00	2892.80	3221.80		-221.80	107.39
TOTALS FOR 404 TAX OFFICE	705146.00	59015.07	354423.51		350722.49	50.26

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-405-101-00						
PROS ATTY SALARY	108192.00	9016.00	54096.00		54096.00	50.00
001-405-103-00						
PROS ATTY EMPLOYEE SALARY	1632500.00	136745.56	816871.33		815628.67	50.03
001-405-104-00						
PROS ATTY FICA	135287.00	11062.24	65600.69		69686.31	48.49
001-405-106-00						
PROS ATTY RETIREMENT	176845.00	14713.81	87144.43		89700.57	49.27
001-405-108-00						
OVERTIME	1000.00		78.52		921.48	7.85
001-405-109-00						
EXTRA HELP	10500.00	1910.00	6465.80		4034.20	61.57
001-405-112-00						
LONGEVITY	16260.00	1355.00	8130.00		8130.00	50.00
001-405-212-00						
PROS ATTY PRINTING	2000.00				2000.00	
001-405-214-00						
PROS ATTY TRAVEL	15000.00	956.26	956.26		14043.74	6.37
001-405-221-00						
PROS ATTY TRAINING	7500.00	1720.00	1995.00		5505.00	26.60
001-405-222-00						
PROS ATTY DUES & SUBS	12500.00	1348.11	3064.35		9435.65	24.51
001-405-223-00						
PROS ATTY PROF SERVICES	7000.00		30.80		6969.20	.44
001-405-230-00						
CONTRACTUAL	5000.00	273.00	682.80		4317.20	13.65
001-405-233-00						
PROS ATTY INVESTIGATIONS	1250.00				1250.00	
001-405-240-00						
REFUNDS/REIMBURSEMENTS	100.00				100.00	
001-405-341-00						
PROS ATTY MAT & SUPPLIES	11250.00	267.20	509.45		10740.55	4.52
001-405-349-00						
CHARGES TO OTHER GOV UNIT			45.50		-45.50	
001-405-459-00						
NEW EQUIPMENT	12500.00		86.75		12413.25	.69
TOTALS FOR 405 PROSECUTING ATTORNEY	2154684.00	179367.18	1045757.68		1108926.32	48.53

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-406-101-00						
ASSESSOR SALARY	50266.00	4188.83	25133.00		25133.00	50.00
001-406-102-00						
ASSRS SUPPLEP & AGRIC	25000.00	441.83	24030.17		969.83	96.12
001-406-103-00						
ASSESSORS DEPUTIES SALARY	958000.00	80839.76	475016.55		482983.45	49.58
001-406-104-00						
ASSESSORS & DEPUTIES FICA	81202.00	6446.51	39273.72		41928.28	48.36
001-406-106-00						
ASSR & DEPUTIES RET	106147.00	8809.88	53392.96		52754.04	50.30
001-406-108-00						
OVERTIME/ASSESSORS OFFICE	4000.00	1292.98	1675.62		2324.38	41.89
001-406-109-00						
EXTRA HELP	8000.00				8000.00	
001-406-112-00						
LONGEVITY	16200.00	1303.22	7818.72		8381.28	48.26
001-406-212-00						
ASSESSORS PRINTING	10000.00		317.57		9682.43	3.17
001-406-214-00						
ASSESSORS TRAVEL	15000.00	144.50	3495.39		11504.61	23.30
001-406-220-00						
ADVERTISING	3000.00		1890.80		1109.20	63.02
001-406-221-00						
ASSESSORS TRAINING	10000.00	520.48	1435.48		8564.52	14.35
001-406-222-00						
ASSESSORS DUES & SUBS	1000.00	190.08	190.08		809.92	19.00
001-406-341-00						
ASSESSOR MAT & SUPPLIES	8500.00	131.46	1632.37		6867.63	19.20
001-406-342-00						
ASSESSORS RECORD BOOKS	4000.00		107.00		3893.00	2.67
001-406-459-00						
ASSESSOR/NEW EQUIPMENT	8000.00	531.16	531.16		7468.84	6.63
TOTALS FOR 406 ASSESSOR	1308315.00	104840.69	635940.59		672374.41	48.60

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-408-349-00						
RE/APPRAISAL PMT SERVICE	140000.00	99483.60	156263.98		-16263.98	111.61
TOTALS FOR 408 STATE COMPUTER NETWK	140000.00	99483.60	156263.98		-16263.98	111.61

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-412-103-00						
EXT OFFICE SALARIES	108850.00	6312.70	38147.44		70702.56	35.04
001-412-104-00						
EXT OFFICE FICA	8472.00	490.97	2948.08		5523.92	34.79
001-412-106-00						
EXT OFFICE RETIREMENT	11075.00	662.55	3978.13		7096.87	35.91
001-412-108-00						
OVT/EMPLOYEES/EXTENSION	1000.00	237.74	1183.83		-183.83	118.38
001-412-112-00						
LONGEVITY	900.00	75.00	450.00		450.00	50.00
001-412-214-00						
EXT OFFICE TRAVEL	3000.00		156.91		2843.09	5.23
001-412-222-00						
EXT OFFICE DUES	400.00		264.00		136.00	66.00
001-412-230-00						
EXT OFFICE WORK STUDY	7500.00		3750.00		3750.00	50.00
001-412-341-00						
MATERIALS & SUPPLIES	1564.00				1564.00	
TOTALS FOR 412 EXTENSION OFFICE	142761.00	7778.96	50878.39		91882.61	35.63

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-413-103-00						
ELECTION/POLL WORKERS	175000.00				175000.00	
001-413-103-01						
ELECTIONS/EARLY VOTING	22000.00				22000.00	
001-413-104-00						
ELECTIONS EXTRA HELP FICA	2448.00				2448.00	
001-413-106-00						
RETIREMENT/REG EMPLOYEES	1200.00				1200.00	
001-413-108-00						
OVERTIME/ELECTION	12000.00				12000.00	
001-413-109-00						
EXTRA HELP	20000.00				20000.00	
001-413-212-00						
ELECTIONS PRINTING	20000.00				20000.00	
001-413-214-00						
TRAVEL	2500.00				2500.00	
001-413-219-00						
RENTS POLL PLACES	13000.00	-100.00	-100.00		13100.00	-.76
001-413-221-00						
TRAINING	2500.00				2500.00	
001-413-223-00						
ELECTION/WORKERS	4500.00				4500.00	
001-413-223-01						
BALLOT COMMISSIONERS	1500.00				1500.00	
001-413-223-02						
JANITORIAL	7000.00				7000.00	
001-413-223-03						
LABOR	3000.00				3000.00	
001-413-341-00						
ELECTIONS MAT & SUPPLIES	60000.00	286.08	468.39		59531.61	.78
001-413-342-00						
RECORD BOOKS ELECTIONS	500.00				500.00	
001-413-459-00						
NEW EQUIPMENT ELECTIONS	17500.00				17500.00	
TOTALS FOR 413 ELECTIONS	364648.00	186.08	368.39		364279.61	.10

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-415-103-00						
MAG COURT WC FUND CLERK	16000.00	432.69	3728.17		12271.83	23.30
001-415-104-00						
MAG COURT WC FUND FICA	1224.00	33.09	285.19		938.81	23.29
TOTALS FOR 415 MAGISTRATE COURT	17224.00	465.78	4013.36		13210.64	23.30

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-416-223-00						
MENTAL HYGIENE PROF SERV	5000.00		1136.47		3863.53	22.72
001-416-341-00						
MATERIALS & SUPPLIES	2500.00	129.00	977.80		1522.20	39.11
TOTALS FOR 416 CIR CT MENTAL HYGIENE	7500.00	129.00	2114.27		5385.73	28.19

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-424-103-00						
COURTHOUSE SALARIES	600000.00	48074.39	289334.06		310665.94	48.22
001-424-104-00						
COURTHOUSE FICA	47089.00	3664.52	23170.37		23918.63	49.20
001-424-106-00						
COURT HOUSE RETIREMENT	61554.00	4885.04	28929.47		32624.53	46.99
001-424-108-00						
OVERTIME	7500.00	109.07	1550.85		5949.15	20.67
001-424-109-00						
EXTRA HELP			12356.25		-12356.25	
001-424-112-00						
LONGEVITY	8040.00	635.00	3999.99		4040.01	49.75
001-424-211-00						
TELEPHONE	115000.00	15433.12	74409.25		40590.75	64.70
001-424-213-00						
CTH UTILITIES	400000.00	59832.19	222316.75		177683.25	55.57
001-424-215-00						
CTH M & R BUILDING	50000.00	7804.23	30262.06		19737.94	60.52
001-424-216-00						
CTH M & R EQUIPMENT	50000.00	22009.38	61827.92		-11827.92	123.65
001-424-219-00						
COURTHOUSE RENTS	115000.00	12230.19	56730.32		58269.68	49.33
001-424-223-00						
CTH PROFESSIONAL SERVICES	75000.00	4114.26	29887.77		45112.23	39.85
001-424-226-00						
COURTHOUSE INSURANCE	400000.00		353086.00		46914.00	88.27
001-424-228-00						
COURTHOUSE FREIGHT	500.00				500.00	
001-424-230-00						
COURTHOUSE CONTRACTURAL	200000.00	2051.25	109165.06		90834.94	54.58
001-424-231-00						
CTH FIRE SERVICE FEE	15000.00	98.88	359.16		14640.84	2.39
001-424-341-00						
CTH MATERIALS & SUPPLIES	325000.00	14389.07	95980.67		229019.33	29.53
001-424-342-00						
COURTHOUSE RECORD BOOKS	10000.00				10000.00	
001-424-353-00						
COMPUTER SOFTWARE	159095.00				159095.00	
001-424-457-00						
CAPITAL OUTLAY BUILDING	25000.00				25000.00	
001-424-459-00						
CTH CAPITOL OUTLAY EQUIP	35000.00	272.02	272.02		34727.98	.77
TOTALS FOR 424 COURTHOUSE	2698778.00	195602.61	1393637.97		1305140.03	51.63

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-429-222-00						
DUES - REGION VI	20730.00		20730.00			100.00
TOTALS FOR 429 REGION VI	20730.00		20730.00			100.00

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-439-103-00						
PLANNING SALARIES	260000.00	21057.30	140102.67		119897.33	53.88
001-439-104-00						
PLANNING FICA	20231.00	1598.45	10572.21		9658.79	52.25
001-439-106-00						
PLANNING RETIREMENT	26446.00	2134.30	14184.43		12261.57	53.63
001-439-108-00						
PLANNING/OVERTIME	500.00	60.70	291.20		208.80	58.24
001-439-112-00						
LONGEVITY	3960.00	225.00	1920.00		2040.00	48.48
001-439-214-00						
PLANNING TRAVEL		131.71	131.71		-131.71	
001-439-221-00						
PLANNING TRAINING		219.00	219.00		-219.00	
001-439-222-00						
PLANNING DUES & SUBS	500.00				500.00	
001-439-223-00						
PLANNING PROF SERVICES	7500.00	26.46	10209.36		-2709.36	136.12
001-439-341-00						
PLANNING MAT & SUPPLIES	1000.00		234.00		766.00	23.40
001-439-458-00						
RAILS TO TRAILS PROJECT	140905.00	1851.21	30025.12		110879.88	21.30
001-439-458-01						
NUISANCE ORDINANCE PROJ	150000.00	14261.25	40132.70		109867.30	26.75
001-439-459-00						
PLANNING NEW EQUIPMENT	500.00				500.00	
TOTALS FOR 439 PLANNING COMMISSION	611542.00	41565.38	248022.40		363519.60	40.55

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-443-223-00						
MISC STATE GRANTS			2025.75		-2025.75	
001-443-341-00						
MATERIAL & SUPPLIES			9561.05		-9561.05	
TOTALS FOR 443 STATE GRANTS			11586.80		-11586.80	

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-699-600-00 CONTIGENCY	32387.00				32387.00	
TOTALS FOR 699 CONTINGENCIES	32387.00				32387.00	

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-700-103-00						
LAW ENFORCEMENT SALARIES	2702625.00	231809.58	1388049.71		1314575.29	51.35
001-700-103-03						
PRO-SCHOOLS SALARY	267675.00	22732.46	137269.60		130405.40	51.28
001-700-103-04						
ADMINISTRATIVE SALARY	157935.00	13529.51	79955.28		77979.72	50.62
001-700-104-00						
LAW ENFORCEMENT FICA	261180.00	21836.91	136248.75		124931.25	52.16
001-700-106-00						
LAW ENFORCEMENT RETIREMEN	443835.00	37387.35	234811.97		209023.03	52.90
001-700-108-00						
LAW ENFORCEMENT OVERTIME	250000.00	16446.18	159357.43		90642.57	63.74
001-700-108-01						
WEST MILFORD OVTM		1725.99	10281.67		-10281.67	
001-700-108-02						
ANTERO RESOURCES OVTM		2155.85	17758.45		-17758.45	
001-700-108-03						
MAPLE LAKE OVTM			3833.70		-3833.70	
001-700-108-04						
LOST CREEK OVTM		816.71	10629.00		-10629.00	
001-700-108-05						
STONEWOOD OVTM			1153.48		-1153.48	
001-700-108-06						
COURT OVERTIME		1138.55	4299.01		-4299.01	
001-700-108-07						
PHOENIX PROGRAM OVTM		1013.12	2219.22		-2219.22	
001-700-112-00						
LONGEVITY	35880.00	2935.00	17610.00		18270.00	49.08
001-700-211-00						
LAW ENFORCEMENT TELEPHONE	5000.00		2047.87		2952.13	40.95
001-700-214-00						
LAW ENFORCEMENT TRAVEL	5000.00	445.01	2087.03		2912.97	41.74
001-700-216-00						
MAINTENANCE & REP EQUIP	10000.00	100.00	372.04		9627.96	3.72
001-700-219-00						
LAW ENFORCEMENT RENTS	27000.00	178.87	13909.57		13090.43	51.51
001-700-221-00						
LAW ENFORCEMENT TRAINING	30000.00	2204.54	14402.47		15597.53	48.00
001-700-222-00						
LAW ENF DUES & SUBS	4000.00		3020.00		980.00	75.50
001-700-223-00						
PROFESSIONAL SERVICE	37000.00	698.07	6913.81		30086.19	18.68
001-700-225-00						
LAW ENF LAUNDRY & DRY CLE	12000.00	601.50	3235.95		8764.05	26.96
001-700-233-00						
INVESTIGATIVE FUNDS	15000.00	6213.54	7416.82		7583.18	49.44
001-700-341-00						
LAW ENF MAT & SUPPLIES	15000.00	1637.03	5458.78		9541.22	36.39
001-700-345-00						
LAW ENFORCEMENT UNIFORMS	25000.00	2120.64	11829.36		13170.64	47.31

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-700-459-00						
NEW EQUIP-LAW ENFORCEMENT	300000.00	17260.54	238208.92		61791.08	79.40
TOTALS FOR 700 SHERIFF LAW ENFORCE	4604130.00	384986.95	2512379.89		2091750.11	54.56

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-701-103-00						
SALARIES/SERV OF PROCESS	215525.00	18712.15	108968.07		106556.93	50.55
001-701-104-00						
FICA SERVICE OF PROCESS	17150.00	1369.57	8025.01		9124.99	46.79
001-701-106-00						
RETIREMENT SER OF PROCESS	22419.00	1921.68	11276.28		11142.72	50.29
001-701-108-00						
OVERTIME PROCESS	5000.00	199.54	1900.49		3099.51	38.00
001-701-112-00						
LONGEVITY	3660.00	305.00	1830.00		1830.00	50.00
001-701-219-00						
SERVICE OF PROCESS RENTS	1500.00	170.93	1027.17		472.83	68.47
001-701-221-00						
TRAINING/PROCESS	1200.00				1200.00	
001-701-225-00						
PROCESS DRY CLEANING	1000.00	19.00	218.50		781.50	21.85
001-701-341-00						
PROCESS MATERIALS & SUPPS	1500.00		592.74		907.26	39.51
001-701-345-00						
SERVICE PROCESS UNIFORMS	3250.00	360.87	394.87		2855.13	12.14
001-701-459-00						
PROCESS NEW EQUIPMENT	25000.00		6401.96		18598.04	25.60
TOTALS FOR 701 SERVICE OF PROCESS	297204.00	23058.74	140635.09		156568.91	47.31

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-703-103-00						
SALARIES/CO JAIL/NON REMB	214050.00	18127.79	106530.69		107519.31	49.76
001-703-104-00						
FICA/CO JAIL NON REIMB	16831.00	1334.77	7848.01		8982.99	46.62
001-703-106-00						
RET/CO JAIL NON REIMB	22001.00	1849.04	10884.44		11116.56	49.47
001-703-108-00						
OVERTIME/CO JAIL NON REIM	2000.00	32.63	333.98		1666.02	16.69
001-703-112-00						
LONGEVITY	3960.00	330.00	1980.00		1980.00	50.00
001-703-341-00						
MATERIALS & SUPPLIES	1500.00				1500.00	
001-703-345-00						
UNIFORMS/CO JAIL NON REIM	3000.00	219.00	752.68		2247.32	25.08
TOTALS FOR 703 JAIL STAGING AREA	263342.00	21893.23	128329.80		135012.20	48.73

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-704-344-00						
REGIONAL JAIL/FOOD/DRUGS	1668257.00	137898.50	891274.00		776983.00	53.42
TOTALS FOR 704 REGIONAL JAIL	1668257.00	137898.50	891274.00		776983.00	53.42

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-705-103-00						
HOME CONFINEMENT SALARY	53535.00	4624.97	27511.82		26023.18	51.39
001-705-104-00						
HOME CONFINEMENT FICA	4319.00	336.95	2128.47		2190.53	49.28
001-705-106-00						
HOME CONFINEMENT RET	7339.00	618.45	3873.37		3465.63	52.77
001-705-108-00						
HOME CONFINEMENT OVTM	2500.00	97.24	2041.32		458.68	81.65
001-705-112-00						
LONGEVITY	420.00	35.00	210.00		210.00	50.00
TOTALS FOR 705 HOME CONFINEMENT	68113.00	5712.61	35764.98		32348.02	52.50

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-713-567-01						
CLARKSBURG FIRE DEPT	15000.00	4660.05	4660.05		10339.95	31.06
001-713-567-02						
BRIDGEPORT FIRE DEPT	15000.00				15000.00	
001-713-567-03						
ANMOORE VFD	30000.00		29960.44		39.56	99.86
001-713-567-04						
JOHNSTOWN VFD	30000.00				30000.00	
001-713-567-05						
LOST CREEK VFD	30000.00	30000.00	30000.00			100.00
001-713-567-06						
LUMBERPORT VFD	30000.00		9287.73		20712.27	30.95
001-713-567-07						
MT CLARE VFD	30000.00	30000.00	30000.00			100.00
001-713-567-08						
NUTTER FORT VFD	30000.00	30000.00	30000.00			100.00
001-713-567-09						
REYNOLDSVILLE VFD	30000.00	7203.68	21611.04		8388.96	72.03
001-713-567-10						
SALEM VFD	30000.00	17901.59	27828.78		2171.22	92.76
001-713-567-11						
SHINNSTON VFD	30000.00				30000.00	
001-713-567-12						
SPELTER VFD	30000.00	2012.96	17371.08		12628.92	57.90
001-713-567-13						
STONEWOOD VFD	30000.00		55105.47		-25105.47	183.68
001-713-567-14						
SUMMIT PARK VFD	30000.00		14033.09		15966.91	46.77
001-713-567-15						
WALLACE VFD	30000.00				30000.00	
001-713-567-16						
WEST MILFORD VFD	30000.00				30000.00	
TOTALS FOR 713 VOL FIRE DEPTS	450000.00	121778.28	269857.68		180142.32	59.96

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-717-103-00						
CENTRAL GARAGE SALARIES	147500.00	11092.55	44504.05		102995.95	30.17
001-717-104-00						
CENTRAL GARAGE FICA	11444.00	819.98	3198.21		8245.79	27.94
001-717-106-00						
CENTRAL GARAGE RET	14960.00	1111.73	4486.13		10473.87	29.98
001-717-108-00						
OVERTIME	1500.00	73.70	363.28		1136.72	24.21
001-717-112-00						
LONGEVITY	600.00	30.00	155.00		445.00	25.83
001-717-216-00						
CENT GARAGE M & R EQUIP	1000.00		5995.00		-4995.00	599.50
001-717-217-00						
CENT GARAGE M & R AUTO	32500.00	4963.58	17232.35		15267.65	53.02
001-717-223-00						
PROFESSIONAL SERVICES	250.00				250.00	
001-717-230-00						
CENT GARAGE CONTRACTURAL	500.00		1167.00		-667.00	233.40
001-717-341-00						
CENT GARAGE MAT & SUPP	42500.00	1642.46	10103.38		32396.62	23.77
001-717-343-00						
CENT CAR GAS OIL & TIRES	225000.00	31858.55	121180.32		103819.68	53.85
001-717-459-00						
CENT GAR CAP OUTLAY EQUIP	6000.00				6000.00	
TOTALS FOR 717 CENTRAL GARAGE	483754.00	51592.55	208384.72		275369.28	43.07

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-916-568-00						
CONTRIBUTIONS LIBRARIES	240052.00		120026.00		120026.00	50.00
001-916-568-01						
CONTRIBUTIONS	24000.00				24000.00	
TOTALS FOR 916 LIBRARIES	264052.00		120026.00		144026.00	45.45

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
TOTALS FOR GENERAL FUND	23493257.00	1953986.42	12053880.58		11439376.42	51.30

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
REPORT TOTALS	23493257.00	1953986.42	12053880.58		11439376.42	51.30

SUMMARY PAGE INFORMATION

PARTIAL REPORT ON FUND BEGINNING WITH 001
ENDING WITH 001999999999999999999999

POST PERIOD: 12/2021

SORT / SUBTOTAL ON	FUND THEN	DEPT THEN	THEN
SKIP TO NEW PAGE	Y	Y	
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PRINT DETAIL: Y
PRINT ACCOUNT NUMBER: Y
SUPPRESS ZERO BALANCE ACCOUNTS: Y

ERRORS DETECTED: 0

END OF REPORT

REPORT DATE 01/19/2022
SYSTEM DATE 01/19/2022
FILES ID I

HARRISON COUNTY COMMISSION
STATEMENT OF ACTUAL AND ESTIMATED REVENUES
VITAL SERVICES LEVY
AS OF 12/2021

TIME 09:28:48
USER EJK

15-C

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
027-301-001	AD VALOREM TAXES		2889.42	456452.91	-456452.91	
027-301-009	REDEMPTIONS/STATE AUDITOR		53.83	312.98	-312.98	
027-301-090	PROPERTY TAX EXCESS LEVY			2527501.42	-2527501.42	
TOTALS FOR 301 PROPERTY TAXES			2943.25	2984267.31	-2984267.31	
027-350-000	IRP FEES		1128.93	8392.86	-8392.86	
TOTALS FOR 350 IRP FEES			1128.93	8392.86	-8392.86	
027-365-000	INTEREST EARNED			2528.71	-2528.71	
TOTALS FOR 365 INTEREST				2528.71	-2528.71	
027-367-000	SHERIFF'S COMMISSION			-712.83	712.83	
TOTALS FOR 367 SHERIFF COMMISSION				-712.83	712.83	
027-382-000	REFUNDS/REIMBURSEMENTS			22235.39	-22235.39	
TOTALS FOR 382 REFUNDS REIMBS				22235.39	-22235.39	
TOTALS FOR VITAL SERVICES LEVY			4072.18	3016711.44	-3016711.44	

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	ACTUAL MTD REVENUE	ACTUAL YTD REVENUE	UNREALIZED REVENUE	PERCENT RECEIVED
REPORT TOTALS			4072.18	3016711.44	-3016711.44	

SUMMARY PAGE INFORMATION

PARTIAL REPORT ON FUND BEGINNING WITH 027
ENDING WITH 027999999999999999999999

POST PERIOD: 12/2021

SORT / SUBTOTAL ON	FUND	THEN ACCT	THEN
SKIP TO NEW PAGE	Y	N	

PRINT DETAIL: Y
PRINT ACCOUNT NUMBER: Y
SUPPRESS ZERO BALANCE ACCOUNTS: Y

ERRORS DETECTED: 0

END OF REPORT

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
VITAL SERVICES LEVY
AS OF 12/2021

15-D

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-711-103-00 SALARIES/EMP/BUREAU	165000.00	4644.00	79177.91		85822.09	47.98
027-711-104-00 FICA/EMP/BUREAU	16972.00	365.39	6418.88		10553.12	37.82
027-711-105-00 INSURANCE/BUREAU	30000.00		11832.94		18167.06	39.44
027-711-106-00 RETIREMENT/EMP/BUREAU	16972.00	477.90	8542.45		8429.55	50.33
027-711-108-00 OVERTIME/BUREAU	2500.00		3936.72		-1436.72	157.46
027-711-112-00 LONGEVITY/BUREAU	2220.00	135.00	2310.00		-90.00	104.05
027-711-211-00 TELEPHONE	20000.00	481.98	4339.97		15660.03	21.69
027-711-212-00 PRINTING	7500.00				7500.00	
027-711-213-00 UTILITIES	5000.00	443.51	2235.31		2764.69	44.70
027-711-214-00 TRAVEL	5000.00				5000.00	
027-711-215-00 FIRE & RESCUE M&R BLDG	5000.00		8.98		4991.02	.17
027-711-216-00 M&R EQUIPMENT	50000.00	3004.00	12547.90		37452.10	25.09
027-711-219-00 RENTS	1000.00	218.01	1072.50		-72.50	107.25
027-711-220-00 ADVERTISING	1000.00				1000.00	
027-711-221-00 TRAINING	10000.00				10000.00	
027-711-222-00 DUES	35000.00		5800.00		29200.00	16.57
027-711-223-00 PROFESSIONAL SERVICES	25000.00	197.10	13266.19		11733.81	53.06
027-711-230-00 FIRE & RESCUE CONTRACTUAL	20000.00				20000.00	
027-711-341-00 MATERIALS & SUPPLIES	21822.00		1393.57		20428.43	6.38
027-711-459-00 NEW EQUIPMENT	275000.00	178.39	1929.23		273070.77	.70
TOTALS FOR 711 EMERGENCY SERVICES	714986.00	10145.28	154812.55		560173.45	21.65

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-715-216-00						
M & R EQUIPMENT			9674.41		-9674.41	
027-715-240-00						
REFUNDS/REIMBURSEMENTS			69601.00		-69601.00	
027-715-568-00						
CONTRIBUTIONS/EMS	671150.00	35312.72	294353.16		376796.84	43.85
TOTALS FOR 715 AMBULANCE AUTHORITY	671150.00	35312.72	373628.57		297521.43	55.66

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-716-103-00 SALARIES/EMP/ANIMAL CTRL	205000.00	17528.65	102970.90		102029.10	50.22
027-716-104-00 FICA/EMP/ANIMAL CONTROL	15999.00	1444.47	8052.77		7946.23	50.33
027-716-105-00 INSURANCE/ANIMAL CONTROL	35000.00		8122.80		26877.20	23.20
027-716-106-00 RETIREMENT/EMP ANIMAL CTL	20914.00	1766.99	10405.26		10508.74	49.75
027-716-108-00 OVERTIME	3000.00	46.04	447.25		2552.75	14.90
027-716-109-00 EXTRA HELP		1470.00	2758.00		-2758.00	
027-716-112-00 LONGEVITY/ANIMAL CONTROL	1140.00	95.00	570.00		570.00	50.00
027-716-211-00 TELEPHONE	5000.00	425.48	1918.36		3081.64	38.36
027-716-213-00 UTILITIES	15000.00	240.51	3033.23		11966.77	20.22
027-716-214-00 TRAVEL	250.00	17.92	44.47		205.53	17.78
027-716-215-00 M & R BUILDING	8000.00				8000.00	
027-716-216-00 M & R EQUIPMENT	500.00				500.00	
027-716 220-00 ADVERTISING	500.00				500.00	
027-716-221-00 TRAINING/ANIMAL CONTROL	4000.00		1174.39		2825.61	29.35
027-716-222-00 ANIMAL CONTROL DUES	250.00				250.00	
027-716-223-00 PROFESSIONAL SERVICES	12500.00	303.25	10559.87		1940.13	84.47
027-716-230-00 CONTRACTUAL ANIMAL CONT		50.00	630.00		-630.00	
027-716-341-00 MATERIALS & SUPPLIES	50000.00	649.20	6210.00		43790.00	12.42
027-716-345-00 UNIFORMS	2500.00				2500.00	
027-716-459-00 NEW EQUIPMENT	59888.00				59888.00	
TOTALS FOR 716 DOG WARDEN	439441.00	24037.51	156897.30		282543.70	35.70

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-730-103-00						
COURT SECURITY SALARIES	149000.00	4760.00	40985.11		108014.89	27.50
027-730-104-00						
COURT SECURITY/EMP FICA	25291.00	2139.98	13428.64		11862.36	53.09
027-730-105-00						
INSURANCE	17500.00		3402.40		14097.60	19.44
027-730-106-00						
COURT SECURITY RETIREMENT	14960.00	477.00	4066.22		10893.78	27.18
027-730-108-00						
OVERTIME	6000.00		853.14		5146.86	14.21
027-730-109-00						
EXTRA HELP	175000.00	23220.90	133710.45		41289.55	76.40
027-730-112-00						
LONGEVITY	600.00	10.00	90.00		510.00	15.00
027-730-221-00						
TRAINING	2000.00				2000.00	
027-730-225-00						
SEC LAUNDRY & DRY CLEAN	1000.00	273.20	738.25		261.75	73.82
027-730-341-00						
MATERIALS & SUPPLIES	500.00				500.00	
027-730-345-00						
COURT SECURITY UNIFORMS	3000.00	440.64	1042.56		1957.44	34.75
027-730-459-00						
NEW EQUIPMENT	5912.00		157.00		5755.00	2.65
TOTALS FOR 730 COURTHOUSE SECURITY	400763.00	31321.72	198473.77		202289.23	49.52

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-800-568-00						
CONTRIBUTIONS/HEALTH DEPT	184568.00		92284.00		92284.00	50.00
TOTALS FOR 800 HEALTH DEPARTMENT	184568.00		92284.00		92284.00	50.00

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-801-568-00						
CONTRIBUTIONS/SUMMIT CTR	83888.00		20972.00		62916.00	25.00
TOTALS FOR 801 MENTAL HEALTH	83888.00		20972.00		62916.00	25.00

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-802-568-00						
HEALTH ACCESS CONTRIB	60775.00		30387.50		30387.50	50.00
TOTALS FOR 802 HEALTH ACCESS	60775.00		30387.50		30387.50	50.00

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-804-568-00						
SUSAN DEW HOFF CONRTRIB	60775.00		30387.50		30387.50	50.00
TOTALS FOR DEPT 804	60775.00		30387.50		30387.50	50.00

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-900-103-00						
PARKS & REC SALARIES	315000.00	21554.87	149331.11		165668.89	47.40
027-900-104-00						
PARKS & REC FICA	47834.00	2071.54	22615.31		25218.69	47.27
027-900-105-00						
INSURANCE	45000.00		17168.80		27831.20	38.15
027-900-106-00						
PARKS & REC RETIREMEMT	32528.00	2191.17	15211.94		17316.06	46.76
027-900-108-00						
OVERTIME	5000.00	56.90	769.87		4230.13	15.39
027-900-109-00						
PARKS & REC EXTRA HELP	300000.00	5802.50	147124.25		152875.75	49.04
027-900-112-00						
LONGEVITY	5280.00	300.00	2210.00		3070.00	41.85
027-900-211-00						
TELEPHONE	3000.00	244.91	1232.84		1767.16	41.09
027-900-212-00						
PRINTING	2500.00				2500.00	
027-900-213-00						
UTILITIES	25000.00	2539.46	15096.55		9903.45	60.38
027-900-214-00						
TRAVEL	5000.00	162.40	2140.24		2859.76	42.80
027-900-215-00						
M & R BUILDING	12500.00				12500.00	
027-900-216-00						
M & R EQUIPMENT	2500.00				2500.00	
027-900-219-00						
RENTS	10000.00	258.00	1290.00		8710.00	12.90
027-900-220-00						
ADVERTISING	3000.00				3000.00	
027-900-221-00						
TRAINING	1000.00				1000.00	
027-900-222-00						
DUES	500.00				500.00	
027-900-223-00						
PROFESSIONAL SERVICES	10000.00		3334.51		6665.49	33.34
027-900-230-00						
CONTRACTUAL	2500.00				2500.00	
027-900-240-00						
REFUNDS/REIMBURSEMENTS	2500.00		80.46		2419.54	3.21
027-900-341-00						
MATERIALS & SUPPLIES	15882.00	3254.82	14116.78		1765.22	88.88
027-900-347-00						
PARKS & REC INVENTORY			1797.31		-1797.31	
027-900-458-00						
P & R CAPITAL OUTLAY LAND	140905.00		5336.49		135568.51	3.78
027-900-459-00						
P & R NEW EQUIPMENT	100000.00		71259.73		28740.27	71.25

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
TOTALS FOR 900 PARKS & RECREATION	1087429.00	38436.57	470116.19		617312.81	43.23

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-950-568-00						
BI COUNTY CONTRIB	60775.00		30387.50		30387.50	50.00
TOTALS FOR DEPT 950	60775.00		30387.50		30387.50	50.00

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-952-215-00						
SR CITIZENS M&R BUILDING	9909.00	250.00	5530.45		4378.55	55.81
027-952-566-00						
CONTRIBUTIONS SATELLITES	48000.00				48000.00	
027-952-568-00						
SR CITIZENS CONTRIBUTIONS	177000.00		88500.00		88500.00	50.00
TOTALS FOR 952 SENIOR CITIZENS	234909.00	250.00	94030.45		140878.55	40.02

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
VITAL SERVICES LEVY
AS OF 12/2021

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
TOTALS FOR VITAL SERVICES LEVY	3999459.00	139503.80	1652377.33		2347081.67	41.31

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
VITAL SERVICES LEVY
AS OF 12/2021

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
REPORT TOTALS	3999459.00	139503.80	1652377.33		2347081.67	41.31

SUMMARY PAGE INFORMATION

PARTIAL REPORT ON FUND BEGINNING WITH 027
ENDING WITH 027999999999999999999999

POST PERIOD: 12/2021

SORT / SUBTOTAL ON	FUND THEN	DEPT THEN	THEN
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SKIP TO NEW PAGE	Y	Y	

PRINT DETAIL: Y
PRINT ACCOUNT NUMBER: Y
SUPPRESS ZERO BALANCE ACCOUNTS: Y

ERRORS DETECTED: 0

END OF REPORT

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, January 12, 2022, through Tuesday, January 18, 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 12, 2022, the following matters were disposed of in the presence of the Clerk:

NATASHA CARTER, who was named in the last will and testament of **GUY ALLEN CARTER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Friday, January 14, 2022, the following matters were disposed of in the presence of the Clerk:

The said estate of **WAYNE DAVIS BOHON**, deceased was referred to **NORMAN T FARLEY**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **PAULETTE D LUCYK** was appointed and qualified as ADMINISTRATRIX of the estate of **ERICA BETH WILKES**, deceased. Bond was 700,000.00.

A duly exemplified copy of the last will and testament of **GENEVIEVE H LOHM**, deceased, late a resident of MONTGOMERY, MARYLAND, was admitted to record.

A duly exemplified copy of the last will and testament of **THOMAS A LOHM**, deceased, late a resident of BALTIMORE, MARYLAND, was admitted to record.

On, Tuesday, January 18, 2022, the following matters were disposed of in the presence of the Clerk:

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

HENRY R MCCORMICK, who was named in the last will and testament of **DIANA TAYLOR MCCORMICK**, deceased, as EXECUTOR thereof, qualified as such. Bond was 20,000.00.

A duly certified copy of the last will and testament of **ELSIE CLARIBEL WOOD**, deceased, late a resident of Upshur, West Virginia, was admitted to record.

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

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

Wednesday, January 26, 2022

John R Spires
Clerk of the Harrison County Commission

Confirmed