Wednesday, March 9, 2022

10:00 A.M.

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

Join Zoom Meeting

****

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

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

Meeting ID: 762 816 0712

Passcode: 270967

Appointments:

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

10:05 A.M. --- Funding Request --- 2023 World Association of Marching Show Bands --- Randy Sanders

NEW BUSINESS – Action Items for Consideration or Approval:

1. Public Comment Period
2. Consent Agenda
3. Payroll Change Notices
   - A. Wesley Harkins --- Resignation --- Effective 02-24-2022 --- Law Enforcement
   - B. John Morgan --- Retirement --- Effective 02-24-2022 --- Staging
   - C. Michael Martin --- Resignation --- Effective 03-11-2022 --- Assessor
   - D. Tara Hodge --- Payroll Step Increase
4. Minutes and /or Amended Minutes of Previous Meeting
   - A. Regular Meeting Minutes 02-23-2022
   - B. Board of Review and Equalization 02-24-2022
   - C. Special Meeting Minutes 02-28-2022
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 --- See Exhibit B ***(NONE)***
   - C. Joint Property Application --- 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)

A. Requisition for Payment No. 10 --- MuniCap, Inc. $50.00
B. Requisition for Payment No. (03-09-2022) --- MuniCap, Inc. $643.75
C. Requisition for Payment No. 11 --- Steptoe & Johnson $1,253.75
D. Requisition for Payment No. 11 --- MuniCap, Inc. $1,591.81
E. Requisition for Payment No. 46 --- MuniCap, Inc. $1,900.00
F. Requisition for Payment No. 47 --- Steptoe & Johnson $10,836.25
G. Requisition for Payment No. (03-09-2022) --- Steptoe & Johnson $7,878.92

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 #52 --- Rycon Construction, Inc. $1,169,944.47
9. Review – Discuss – Consider Transfers Regarding Current Budget --- County Clerk --- 2021-2022
10. Review – Discuss – Consider Budget Revisions --- Prosecuting Attorney ---2021-2022
11. Review – Discuss – Consider Business Zoning Compliance --- Video Lottery Gaming --- Alley 304
12. Administrator's Report
13. 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)***
C. Review – Discuss - Consider Monthly Minutes/Financial Information from Various Boards, Committees and Public Service Districts: ***(NONE)***

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

10:05 AM
3/9/22 ✓

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

Thank you for the opportunity to support your project. Please complete this application and return it to the Harrison County Commission, 301 West Main Street, Clarksburg, WV 26301 by fax or email: Facsimile: 304-624-8673; Email: countyadministrator@harrisoncountywv.com; Questions: 304-624-8500 Funding is derived from the State of West Virginia/Video Lottery Funding.

Date of Request: 3/2/22

Organization Name: WAMSB Buckhannon Host Committee Inc.

Name & Title of Requestor: Randy Sanders, President

Mailing Address of Organization and Responsible Person:
40 S Florida St., Unit 7, Buckhannon WV 26201
If approved, this is where the check will be sent

Telephone: 304-472-4026 Fax: 304-472-0934 E-mail: randy.sanders@buckhannonwv.org

FEIN# 86-3686383 Is your organization an IRS 501(c) 3 not-for-profit?
If yes, attach IRS Status Letter
If no, please explain: yes - see attached

TOTAL Cost of Project/Activity: $ 606,500.00

Dollar Amount REQUESTED - Grant: $ 10,000.00 Loan: $ 0

Was project funded previously by HCC? YES (NO) If so, when n/a how much: $ n/a

Have you previously received funds from the Harrison County Commission: Y (N)
If Yes, how much? If funded multi years - list by fiscal year?
When: n/a ;how much: $ n/a
When: n/a ;how much: $ n/a

Purpose of request (one sentence): Funding for the production of the WAMSB world Championship

If for a fair/festival/event, give dates and location: Date: July 17-24, 2023 Location: Buckhannon, WV

Describe the proposed activities with dollar amounts to be funded by this request:
Assist with the expenses of one or more of the noted items in the attached Budget.

Are your financial statements audited by an outside accounting firm? Y (N)
If Yes, by whom: However, an outside CPA compiles our financial statements.

Do you plan to recognize the Harrison County Commission's contribution? If Yes, how? Yes - by holding a press event announcing the grant and by featuring the Harrison County Commission in our social and print media as a strategic partner in the event.

HARRISON COUNTY COMMISSION **SPECIAL FUNDING REQUEST**

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

Please attach to this Request the following:

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

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

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

Signature and Title of Applicant [signature], President **Date** 3/2/22

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: _____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

_____

Approval Signature Date

Name of Organization/Applicant

FINAL REPORT OF THE SPECIAL FUNDING REQUEST

AMOUNT RECEIVED FROM THE HARRISON COUNTY COMMISSION: $

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

	$
	$
	$
	$
	$

NAME OF PROJECT/EVENT: _____

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

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

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

	$
	$
	$
	$
TOTAL	$

I CERTIFY THAT THE ABOVE INFORAMTION IS CORRECT

Applicant _____ Date _____

Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

WAMSB BUCKHANNON HOST COMMITTEE INC
40 S FLORIDA ST STE 7
BUCKHANNON, WV 26201

Date:
01/11/2022
Employer ID number:
86-3686383
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: (877) 829-5500
Accounting period ending:
December 31
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
May 06, 2021
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053404008142

Dear Applicant,

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

March 2, 2022

Attention: Members of the Harrison County Commission

RE: Attachments/Additions to the WAMSB Buckhannon Host Committee, Inc. Funding Request

- IRS Letter of Tax Exemption (attached)
- Current List of Board of Directors with Addresses (see below)
- List other contributors with dollar amounts to your project (see below)
- Balance sheet and income statement for immediate prior year (attached)
- Additional information about your organization (attached)

WAMSB Buckhannon Host Committee, Inc., Board of Directors

President - Randall H. Sanders, PO Box 2467, Buckhannon, WV 26201

Secretary/Treasurer, Barbara Hinkle, 5732 Glady Fork Road, Buckhannon, WV 26201 Board

Members:

Alisa Lively, 85 Camden Avenue, Buckhannon, WV 26201

Amberle Jenkins, 1609 Hackers Creek Road, Buckhannon, WV 26201

Laura Meadows, 1674 Bailey Ridge Road, Buckhannon, WV 26201

Other contributors with dollar amounts to your project:

(1) Community Bank - $550
(1) City of Buckhannon - $100,000

Thank you,

Randall H. Sanders
President
WAMSB Buckhannon Host Committee, Inc.

March 2, 2022

Attention: Members of the Harrison County Commission

RE: Attachments/Additions to the WAMSB Buckhannon Host Committee, Inc. Funding Request

- Additional information about your organization (see below and attached)

The City of Buckhannon has been selected to host the World Association of Marching Show Bands (WAMSB) World Championships, July 17 - 24, 2023. This international event will bring thousands of visitors from around the world to the heart of West Virginia. College campuses will come alive hosting the international competitors, while throughout much of West Virginia, our hotels, restaurants, gas stations, and retail establishments will benefit from the influx of the competitors, their supporters, and thousands of spectators to enjoy this one-time, week-long event.

In the 26-year history of these sanctioned international competitions, this will be only the second time the United States has secured the bid for the event. Recent host locations include Thailand, Hong Kong, Germany, Canada, and Italy. To date, 48 bands from 24 nations have submitted applications to compete, with more expected to still apply.

Beyond the competition, the event serves to provide great benefits to West Virginia. Exposure to the area can aid in tourism, economic development, and investment opportunities with international entities, dignitaries, and others from abroad.

We have established the WAMSB Buckhannon Host Committee to plan and execute the 2023 event. We are working with various convention & visitors bureaus, colleges, universities, boards of education, and government entities to develop the proper infrastructure necessary to host competitors and their supporters from around the world.

The $10,000 in requested funding from the Harrison County Commission will help the WAMSB Buckhannon Host Committee to properly set the stage for this acclaimed international event and the benefits to follow.

Thank you,

Randall H. Sanders
President
WAMSB Buckhannon Host Committee, Inc.

Bands Registered for the World Assocition of Marching Show Bands World Championship 2023 - Participation Not Yet Confirmed	Country	Approx No of Members
Angola National Band of the Salvation Army	Angola (Southern Africa)	60
Bahamas Transformers	Bahamas	60
Shadow Scouts Marching Band	Brazil	100
Calgary Stetson Show Band	Canada	150
Red Deer Royals Marching Show Band	Canada	100
Calgary Round-Up Band	Canada	150
Calgary Stampede Show Band	Canada	60
Medellin Vanguardia Harmony Show Band	Colombia	60
Banda Marcial Ciudad De Medellin	Colombia	60
Banda Show Ciudad De Medellin	Colombia	100
FADAK Drum and Bugle Corps	Columbia	100
Banda Muncipal de Abangares	Costa Rica	100
Banda 506 CR	Costa Rica	100
Banda Municipal de Zarcero	Costa Rica	150
Banda Municipal de Pococi	Costa Rica	150
The Chilies In Water	Costa Rica	100
Banda Municipal de Tibas	Costa Rica	100
Banda CTP Platanar	Costa Rica	100
Mestsky Dechovy Orchestr Cheb	Czech Republic	100
Kinshasa Staff Band	Democratic Republic of Congo	92
Banda Ritmica Latina Educando Ecuador Manabi	Ecuador	60
Boinas Verdes Music Band	El Salvador	60
Groitzscher Spielleute e.V.	Germany	60
Spielleute Gernrode	Germany	60
Spielmannszug Hattstedt e.V	Germany	60
Fanfarenzung Ludwigslust e.V.	Germany	30
Calgary Stampede Showband	Germany	150
Banda Bicentenario Guatemala	Guatemala	150
Chorotegas Latin Band	Honduras	100
Bethel Marching Band	Honduras	70
Crumlin Community Band	Ireland	60
Methodisian De Quantanz	Malaysia	100
St Joseph's Private School Concert Band	Malaysia	60
Jaguares MCH	Mexico	100
ODCM Marching Band	Mexico	100
Dioses Aztecas Marching Band	Mexico	100
Showkorpsen IRENE	Netherlands	100
Nadarzyn Orchestra Poland	Poland	60
Orkiestra Grandioso Radom	Poland	100
Banda Comunal Barrio Lourdes	San Carlos, Alajuela	80
Showband CH	Switzerland	100
Suranaree Girls Wind Symphony & Marching Band	Thailand	100
Wilband Uruguay Banda Show Marchante De Montevideo	Uruguay	60
Fundación Escuela Banda Show Francisco de Miranda	Venezuela	100
Fundacion Banda Escuela del Deporte del Estado Zulia	Venezuela	100
Banda Show Unidad Educativa Colegio Santa Angela (UECSA)	Venezuela	60
Vietnam Marching Band	Vietnam	60
		4232

WAMSB

BALANCE SHEET

12/31/2021

ASSETS

CURRENT ASSETS

Cash:	$84,629.50
Accounts Receivable:	$0.00
Inventory:	$0.00
Prepaid Expenses:	$0.00
Notes Receivable:	$0.00
Other Current Assets:	$0.00
TOTAL CURRENT ASSETS:	**$84,629.50**

FIXED ASSETS

Long-Term Investments:	$0.00
Land:	$0.00
Building:	$0.00
Accumulated Building Depreciation:	($0.00)
Machinery and Equipment:	$0.00
Accumulated Machinery and Equipment Depreciation:	($0.00)
Furniture and Fixtures:	$0.00
Accumulated Furniture and Fixtures Depreciation:	($0.00)
Other Fixed Assets:	$0.00
NET FIXED ASSETS:	**$0.00**

OTHER ASSETS

Goodwill:	$0.00

TOTAL ASSETS: **$84,629.50**

LIABILITIES & EQUITY

CURRENT LIABILITIES

Accounts Payable (A/P):	$0.00
Accrued Wages:	$0.00
Accrued Payroll Taxes:	$0.00
Accrued Employee Benefits:	$0.00
Interest Payable:	$0.00
Short-Term Notes:	$0.00
Current Portion of Long-Term Debt:	$0.00
TOTAL CURRENT LIABILITIES:	**$0.00**

LONG-TERM LIABILITY

Mortgage:	$0.00
Other Long-Term Liabilities:	$0.00
TOTAL LONG-TERM LIABILITIES:	**$0.00**

OWNER'S EQUITY

Paid-In Capital:	$0.00
Net Income:	$84,629.50
TOTAL EQUITY:	**$84,629.50**

TOTAL LIABILITIES & EQUITY:	**$84,629.50**

Please make sure that Total Assets equal Total Liabilities and Equity in your balance sheet. If the difference the two sides of the balance sheet is greater than 0, please review the values entered.

TOTAL ASSETS:		**$84,629.50**
TOTAL LIABILITIES & EQUITY:	-	**$84,629.50**
		$0.00

WAMSB Buckhannon Host Committee
Statement of Income
For the Eight Months Ended 12/31/2021

Revenues	
Products	0
Less Returns and Allowances	
Services	0
Other	100,550
Total Revenue	**100,550**
Costs	
Products	0
Services	0
Other	0
Total Cost	**0**
GROSS PROFIT	**100,550**
Operating Expenses	
General and Administrative	920.50
Insurance	0
Non Recurring	0
Payroll Taxes	0
Rent	0
Research and Development	0
Salaries and Wages	0
Sales and Marketing	0
Utilities	0
Other	15,000
Total Operating Expenses	**15,920.50**
OPERATING INCOME	**84,629.50**
Non-Operating or Other	
Interest Revenue	
Interest Expense	
Gain on Sale of Assets	
Loss on Sale of Assets	
Gain from Legal Action	
Loss from Legal Action	
Depreciation and Amortization	
Other Gain	
Other Loss	
Total Non-Operating or Other	**0**
PRE-TAX INCOME	**84,629.50**
Taxes	
Income Tax Expense	0
NET INCOME	**$84,629.50**

WAMSB 2023 Budget

Total Operations Budget: $606,500

Funding Mechanism Targets:

State and Local Funding	$200,000
Ticket Sales	$140,000
Donations	$100,000
Sponsorships	$75,000
Grants	$50,000
Carnival	$15,000
Gift Shop Sales	$15,000
Event Fees	$10,000
Program Sales	$1,500
Total	$606,500

Expenses:

Shows, Parades and Events	$152,000
Infrastructure (Bleachers, Lighting, Facilities)	$148,000
Marketing	$75,000
Security	$50,000
Custodial Fees	$45,000
Contract Wages	$30,300
Entertainment	$27,000
Judges	$20,000
Travel	$16,200
Misc.	$14,000
Equipment Rentals	$10,000
Awards	$7,000
Media Coverage	$7,000
Housing	$5,000
Total	$606,500

The City of Buckhannon has pledged $100,000

PAYROLL CHANGE NOTICE

3-A

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
2/24/2022		| | | - | | - | | | |

NAME	ADDRESS
Wesley Harkins	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		L.E.	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☐ 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) Resignation effective 2/24/2022, please pay available vacation days if any

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Kathy Matthews, Sheriff	DATE 02/24/22
HUMAN RESOURCES MANAGER	DATE

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PAYROLL CHANGE NOTICE

3-B

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
2/24/2022		| | |-| | |-| | | | |

NAME	ADDRESS
JOHN MORGAN	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		STAGING	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☐ 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) Retirement effective 2/24/2022, please pay available vacation days if any

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Kate G. Mathey	DATE 02/25/22
HUMAN RESOURCES MANAGER	DATE

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3-C

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
3/10/22		| | |-| | |-| | | | |

NAME	ADDRESS
Michael MARTIN	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
	ASSESSOR	407	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB	Resignias March 11, 2022	
☐ SHIFT		
☐ RATE	FROM APPRAISAL Dept	
☐ ADDRESS/PHONE	407	VAI Fund
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) _____

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 3/3/2022
HUMAN RESOURCES MANAGER	DATE

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3-D

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
2/18/22		

NAME	ADDRESS
Tara Hodge	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		AC	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB	4-2	4-3
☐ SHIFT	16.52	
☒ RATE	[redacted]	17.35
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ 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) _____

AUTHORIZATION:

EMPLOYEE SIGNATURE Tara Hodge	DATE 3-3-22
SUPERVISOR SIGNATURE Elizabeth Keough	DATE 3/1/22
HUMAN RESOURCES MANAGER Deena Ryder	DATE 3/4/22

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4-A

At the regular meeting of the County Commission of Harrison County held on Wednesday February 23, 2022, Commissioners Susan 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 Commissioner Trecost said a prayer and led those present in the Pledge of Allegiance to the Flag.

1. Public Comment Period: Bill O'field, a Hepzibah resident and Enlarged Hepzibah PSD customer, spoke on the funding amount falling short of proposed project cost and would like to see more funding. William Parker, an Upshur County resident, spoke on an IRS payment and a FOIA request regarding the Rail Trail contracts. Mr. Parker advised that none of those requests were received. Mr. Parker also advised that he is still requesting contracts regarding ARP money.

10:05 A.M. --- Funding Request --- City of Stonewood --- Stonewood 75 Committee --- Pat Folio: Commissioner Hinkle recused himself because his wife is on the Board. Pat Folio gave an overview of the event. Trecost moved to allocate $2,000.00 to the Stonewood event. Commissioner Thomas and Commissioner Trecost voted in favor. Commissioner Hinkle recused himself. Motion carried.

2. Consent Agenda: Trecost moved to approve. Commission concurred.
3. Payroll Change Notices: Laura Pysz, County Administrator, advised that item B was to be removed as the individual has taken a job elsewhere. Trecost moved to approve item A. Commission concurred.
   A. Fred Wilson --- Resignation --- Effective 02-24-2022 --- Assessor
   B. Ashley R. Bassel --- New Hire --- Effective 03-01-22 --- Assessor
4. Minutes and /or Amended Minutes of Previous Meeting: Trecost moved to approve Items A through C. Commission concurred.
   A. Regular Meeting Minutes 02-09-2022
   B. Board of Review and Equalization 02-10-2022
   C. Board of Review and Equalization 02-15-2022
5. Requisitions --- Purchase Orders --- Invoices: Trecost moved to approve. Commission concurred.
   A. Vendor Requisition List of Payments
6. Exonerations --- Corrective Tickets --- Joint Property Application *(NONE)*

7. Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements)
   A. Requisition for Payment No. 31 --- Civil & Environmental Consultants $12,641.79
   B. Requisition for Payment No. 31 --- Genesis Partners, Limited Partnership $632.09

   Trecost moved to approve items A and B. Commission concurred.
8. Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission *(NONE)*
9. Review – Discuss - Consider Monthly Minutes/Financial Information from Various Boards, Committees and Public Service Districts
   A. Meeting Agenda --- Greater Harrison County PSD --- 02-16-2022
   B. GHCPSD --- Financials 01-2022
   C. Enlarged Hepzibah PSD --- Meeting Minutes --- 01-10-2022
   D. Enlarged Hepzibah PSD --- Financials 01-2022
   E. Sun Valley PSD --- Meeting Minutes --- 01-11-2022
   F. Sun Valley PSD --- Financials 01-2022
   G. Sun Valley PSD --- Rules of Procedure

   Trecost moved to approve items A through G. Commission concurred.
10. Review – Discuss – Consider Permission to Travel --- Best Friends Animal Society Sheltering Summit WV --- Embassy Suites --- Charleston, WV --- 03-24-2022
    A. Whitney Newlon
    B. Elizabeth Keough

    Trecost moved to approve items A and B. Commission concurred.
11. Review – Discuss – Consider Permission to Travel --- CAET Continuing Education --- Stonewall Resort --- 04-22-2022
    A. Whitney Newlon
    B. Dennis Burner
    C. Elizabeth Keough

    Trecost moved to approve items A through C. Commission concurred.
12. Review – Discuss – Consider Proposal from Glover Legal Regarding Sharing the Designated ARP Funds to Sun Valley PSD to be Shared --- Lake Floyd $1,385,000 ---- Hepzibah PSD $500,000 --- Sun Valley PSD $615,000: Trecost moved to approve contingent on resolution. Commissioner Hinkle asked if Randy Spellman was on ZOOM. Commissioner Hinkle stated that the contract signed by Mr. Spellman list job duties and he would like to see various reports. Commissioner Hinkle asked Trey Simmerman, County Attorney, if he had read the contract for Randy Spellman. Commissioner Hinkle also asked why were other PSDs not given any money. Gregg Dale spoke on the Lake Floyd issues. Mr. Dale advised that Sun Valley PSD would like to keep additional revenue in the Sun Valley PSD. Hinkle moved to make this matter nothing but informational

purpose. Commissioner Hinkle voted in favor. Commissioner Thomas and Commissioner Trecost voted against. Motion failed. Commission concurred on Commissioner Trecost's motion.

13. Review – Discuss – Consider Courthouse and Facilities Mask Mandate: Trecost moved to remove the mask mandate effective tomorrow. Commissioner Thomas and Commissioner Trecost voted in favor. Commissioner Hinkle voted against. Motion carried.

14. Review – Discuss - Consider Budget and Revisions of Levy Budgets: Laura Pysz summarized the budget revisions for Parks and Recreation, Animal Control, Courthouse Security and Emergency Services. Commissioner Hinkle asked for the balance of the levy accounts. Hinkle moved to for Parks and Recreation to receive their money immediately. There was discussion on when Parks and Recreation will become a separate entity. Trecost moved to allocate funds to all four entities discussed. Commission concurred. Commissioner Hinkle withdrew his motion for Parks and Recreation only.

10:30 A.M. --- Funding Request --- Clarksburg Regional Housing Authority --- Donna DeMarco: Rhonda Lindsey, Executive Director, thanked the Commission for their past support. Trecost moved to allocate $1,000.00. Commission concurred.

15. Review – Discuss – Consider Letter to Alcohol Beverage Control Administration --- Hillbilly Hatchets --- Billy Reep: Trecost moved to approve and proceed. Commission concurred.

16. Administrator's Report: Laura Pysz advised that only three of the five furnace units at the Sheriff's building are working. Ms. Pysz advised that the walkthrough at the GSA building went well.

17. Commissioner Comments – Questions: Commissioner Hinkle stated that he has missed the past couple of meetings due to COVID in his family. Commissioner Hinkle advised that the Town of Lumberport mailed him a letter. Commissioner Hinkle apologized that he did not receive the letter sooner. Commissioner Hinkle spoke on money and projects with the ARP money. Commissioner Hinkle also spoke on being around less.

Trecost moved to adjourn. Commission concurred.

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

_____ _____

Susan Thomas, President Date

DRAFT

4-B

Thursday February 24, 2022

The Commission sat as a Board of Review and Equalization

Commissioner Susan Thomas and Commissioner Patsy Trecost II were present. Commissioner David Hinkle was absent. Also present were Laura Pysz, County Administrator, John Spires, County Clerk, Randy Glaspell, Residential Appraiser, Steve Hathaway and Allen Feree, Commercial Appraisers from the Assessor's office.

Commissioner Thomas opened the meeting.

No one was scheduled and no one appeared. Commissioner Thomas thanked the employees in the Assessor's office for their effort during the Board of Review. Steve Hathaway advised that Best Western, Hampton Inn, Springhill Suites and Glen Elk Apartments will be scheduled for October hearings. The Map, Parcel, District and Account Number were read into the record. With no other business to come before the Board of Review and Equalization, meeting adjourned sine die.

_____ _____

Susan Thomas, President Date

4-C.

At the special meeting of the County Commission of Harrison County held on Monday February 28, 2022, Commissioner Susan Thomas was present. Commissioners David Hinkle and Patsy Trecost II were present via ZOOM. Also present were John Spires, County Clerk, and Laura Pysz, County Administrator. Commissioner Thomas opened the meeting.

1. Review – Discuss – Consider General Service Annex Furniture Bids:
   A. Entire Building Minus Day Report
   B. Day Report

Commissioner Thomas advised that there were two copies received for the same bid. Commissioner Hinkle asked how much was budgeted for this matter. Commissioner Thomas advised that the total is $700,000.00. Marie from Silling & Associates, present via speaker phone, advised that the bids were done separately because they thought the funds will be coming from different departments. There was discussion of the $700,000.00 budgeted including Day Report. Commissioner Hinkle asked about how much money would be saved if the Commission votes today. Marie from Silling & Associates explained the changes that will take place after March 1st. Hinkle moved to combine both bids and for the President to affix signature. Commission concurred.

Commissioner Hinkle moved to adjourn. Commission concurred.

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

_____ _____

Susan Thomas, President Date

5.A

Date of Meeting	March 9, 2022		
Work Order Number	Vendor Name	Amount of Invoice-Quote	Description
37907	Exponent Telegram	$563.67	Legal Ad
37909	Stationers	$108.82	Office Supplies/Tax Office
37946	Bluebird	$250.00	Luncheon/Comm.Corrections
37951	WV Board of Veterinaty Medicine	$750.00	Continuning Education/Animal Control
37964	Mdaemon Technologies	$455.70	Email Server Support/911
37965	DetectaChem, INC.	$130.70	Field Kits/Home Incarceration
37969	The Water Shop	$88.00	Water Cooler Rental/Comm.Corrections
37970	APCO International	$30.00	Recertification/J.Copenhaven
37972	Stationers	$127.46	Letterhead/Comm. Correction
37973	APCO International	$30.00	Recertification/M.Coffey/911
37974	Artesian	$300.00	Water Treatment Service
37975	Artesian	$250.00	Water Treatment Service
37976	Bill Bailey Insurance	$1,168.91	Insurance Premium/Salem VFD
37978	All Pets Animal Clinic	$174.30	K-9 Wellness / Rebbel
37979	Canon Financial Service	$1,962.11	Copier Rental/Various Loc.
37980	Canon Financial Service	$218.01	Copier Rental/OEM
37981	Dominion Engery WV	$967.13	Service/Various Locations
37983	Fed Ex	$139.67	Postage/Courthouse
37985	Frontier Communication	$698.04	Service/Various Locations
37986	Frontier Communication	$186.94	Service/Animal Control
37987	Frontier Communication	$926.22	Service/ 911 Center
37988	Mon Power	$1,152.28	Service/Public Safety Building
37990	Quality Home & Office	$8,950.00	General Cleanin/Courthouse
37991	United Refrigeration	$235.64	Maintenance Supplies
37992	Waste Management	$29.31	Service/Animal Control
37994	PL Medical	$62.00	Monitoring/X-Ray Machine
37995	Clarksburg Blue - Print	$240.00	Outdoor Sign
37996	Mon Power	$268.45	Service /Grafton Tower
37998	Mon Power	$6.42	Service/Employee Parking Lot
37999	APCO International	$30.00	Recertification/M.Spaulding
38000	APCO International	$30.00	Recertification/M.Spaulding/911
38001	APCO International	$30.00	Recertification/C.Willis/911
38002	U S Cellular	$28.96	Tablet Data Service / 911
38003	Frontier West Virginia Inc	$766.00	Data Circuits/PK Tower
38004	MPB Superstore	$139.00	Business Cards/Animal Control
38006	The Exponent Telegram	$422.68	Legal Ad
38007	Climatrol, Inc.	$1,493.21	HVAC Repairs/609 W.Main St.
38010	City of Shinnston	$55.98	Water Service/Animal Control
38011	Dominion Engery WV	$4,590.71	Service/Various Locations
38012	The Water Shop	$20.00	Water Service /Various
38013	The Water Shop	$129.00	Water Cooler Rental/Various
38014	MCM Business Systems	$411.40	Copier Rental/Pros. Atty
38015	Brenda Hinkle	$476.12	Mental Health Services

MARCH 9, 2022

38019	James & Law	$242.70	Office Supplies/Park & Rec.
38022	Sandy's True Value	$41.63	Materials/Supplies/Park&Rec
38023	Lowe's Home Center	$961.47	Materials/Supplies/Park&Rec
38025	Eastern Pet Supply	$65.18	K-9 Dog Food / Gotchi
38026	AT&T Mobility	$196.10	LPR Data & Equipment/L.E.
38027	West Virginia APCO	$1,300.00	Virual Conference Access/911
38036	Anmoore EMS	$15,062.19	February 2022 Allotment
38037	Bridgeport Fire Department/EMS	$6,986.89	February 2022 Allotment
38038	Harrison County EMS	$32,090.54	February 2022 Allotment
38042	Central Supply	$3,524.27	Basketball Court/Good Hope
38044	The James & Law Company	$257.50	Office Supplies/Circuit Clerk
38045	Universal Engineering & Contracting	$1,124.34	Generator Repair/Salem Tower
38046	Advance Auto Parts	$344.85	Automobile Parts/Garage
38047	Appalachian Tire	$1,902.08	Tires /Restock /Garage
38048	Furbar Enterprises	$65.00	Radio Repair /Deputies
38050	Chenoweth Ford	$822.39	Automobile Parts/Garage
38051	Fisher Auto Parts	$438.87	Automobile Parts/Garage
38052	Harry Green	$114.43	Wheel Alignment/Garage
38053	Hillbilly Truck Repair	$69.14	Towed Vehicle/Chips Body Shop
38054	Lowe's Home Center	$34.22	Maintenance Supplies
38056	Sandy's True Value	$116.24	Maintenance Supplies
38057	JD'S General Contracting & Hauling	$5,425.00	Demolition of visiting dugout
38058	Dominion Engery WV	$529.46	Service Various Locations
38059	Enlarged Hepizabah PSD	$60.93	Service Spelter Park
38060	Enterprise Sanitation	$509.28	Waste Collections Various Loc
38061	Frontier Communication	$242.42	Service Park & Rec. Complex
38062	MCM Business Systems	$258.00	Copier Rental/ Park & Rec.
38063	Mon Power	$970.89	Service Various Locations
38064	Sunset Outdoor Supply	$2,299.35	Maint. & Repairs/Vintrack Mowers
38065	Toshiba Financial Services	$170.12	Copier Rental / County Clerk
38066	Waste Management	$1,768.22	Waste Collection/Various
38067	Waste Management	$114.37	Waste Collection/Summit Park
38068	Defense in Depth	$3,036.00	Ammo / Security/Deputies
38069	Truist Bank	$84.10	Fuel Deputies
38071	Enterprise Sanitation	$166.75	Waste Collection/Animal Con
38072	Hart Office Solutions	$125.57	Copier Rental / County Clerk
38073	CityNet, LLC	$11,750.05	Intert, Voice & Data
38074	The Thrasher Group	$5,978.78	Courthouse Annex Clerk of the works
38076	City of Bridgeport	$221.18	Water Service / 911 Center
38077	UniFirst Corporation	$367.69	Carpet Runner Rental
38078	Woodford Oil Company	$8,257.66	2,500.0 Galls.of Reg. Unleaded Fuel
38079	Harrison County WV Historical Society	$6,500.00	Contributions Appv'd 03/02/22
38081	WV Fitness 24	$672.00	Wellness February 2022
38082	JD'S General Contracting & Hauling	$5,425.00	Demolition of home dugout
WVU Extension	Jennifer Friend	$80.73	Travel Reimbursement

MARCH 9, 2022

County Clerk	MPB Print & Sign Superstore	$1,344.00	Voter Registration Forms
County Clerk	The Expontent Telegram	$394.49	Legal Ad
County Clerk	The Water Shop	$25.00	Water Service
County Clerk	Casto & Harris	$930.00	Tax Lien & Judgement Books
	Total	$152,559.91	

6-A
Exhibit A

Exonerations

EXHIBIT A

PP 202 BLAKE & CYNTHIA HANNAH

PP 203 JOHNATHAN ROWH

PP 202

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 09th day of March, 2022 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **HANNAH BLAKE C & CYNTHIA** whose address is, PO BOX 271 HEPZIBAH, WV 26369, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **9885** on **2009 Ford Escape**, Class **3/4** in **COAL-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **4365**, Class **3/4** in and for the year **2016**, resulting in a difference in assessed value of **5520**. 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 **2016**, 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 with Blake, per taxpayers divorce she is responsible for the taxes on the 2009 Ford. Exonerate a value of 5520 at a class 3 rate of levy to correct the overcharge. Please remove Cynthia's name from the tax ticket and remove the 09 Ford Esca (5520) from the vehicle description.

District: **07 - COAL-OUTSIDE**
Account No. **2324327**
Ticket No. **410830**
Tax Year **2016**

Amount Exonerated: $124.64

PRESENT: Prosecuting Attorney
(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

PP 203

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 09th day of March, 2022 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **ROWH JONATHAN** whose address is, 304 BURTON AVE NUTTER FORT, WV 26301, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **1875** on **2008 Honda Civic**, Class **3/4** in **CLARK-NUTTERFORT**, 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 **1875**. 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 2008 Honda, the vehicle was assessed and paid in Marion County. Cancel this ticket and mark improper for the 2020 tax year.

District: **04 - CLARK-NUTTERFORT**
Account No. **3038394**
Ticket No. **806416**
Tax Year **2020**

Amount Exonerated: $57.31

PRESENT: Prosecuting Attorney
(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

ASSESSOR

6-B
Exhibit C

EXHIBIT C

JOINT PROPERTY APPLICATION

AP 7 PENNY EAGLE

AP7

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 Penny Eagle

Deputy: Fred Wilson

ORIGINAL TICKET

Jeffries John C & Penny

Account 2305080 Ticket 907239 Year 2021 Name 910 Janes Hill Rd Shinnston WV 26431-7138 Tax $ 184.52

Section I:

Husband Name Jeffries John C

(A) Account 2305080 Ticket _____ & Address 910 Janes Hill Rd Shinnston W 26431-7138

DESCRIPTION (Include VIN#)	ASSESSMENT	TAX RATE	TAX AMOUNT
1470 Comm	$5,796	1.1644%	$67.50
(CD1828A)			
TOTAL ASSESSED		1.1644%	$67.50

Wife Name Eagle Penny C (Jeffries)

(B) Account 3079000 Ticket _____ & Address 195 Cerullo Rd Shinnston WV 26431-4301

DESCRIPTION (Include VIN#)	ASSESSMENT	TAX RATE	TAX AMOUNT
14 Suba Fore	$5,025	2.3288%	$117.02
(JF2SJAEC9EH450223)			
TOTAL ASSESSED		3.0788%	**$117.02**

Section II:

Filed with the county commission this 28th day of FEBRUARY, 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

7-4

REQUISITION FOR PAYMENT
FROM ADMINISTRATIVE EXPENSE FUND

$20,573,000
The County Commission of Harrison County
Senior Tax Increment Refunding Revenue Bonds
Series 2021 A Tax-Exempt
(Development District No. 3 – White Oaks)

$4,195,000
The County Commission of Harrison County
Subordinate Tax Increment Revenue Bonds
Series 2021 B Taxable
(Development District No. 3 – White Oaks)

REQUISITION FOR PAYMENT NO. 10

The County Commission of Harrison County, a public corporation and governing body of Harrison County, a political subdivision of the State of West Virginia (the "Issuer"), by its duly Authorized Officer, hereby certifies, in connection with this Requisition for Payment from Administrative Expense Fund (the "Requisition") under a Indenture of Trust, dated as of May 25, 2021 (the "Indenture") between the Issuer and United Bank, as bond trustee thereunder, that:

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

2. The amount requested to be disbursed by this Requisition: (a) is a portion of the Administrative Expenses as that term is defined in the Indenture, and (b) is an authorized expenditure under Amended Project Plan No. 2 and the Act.

3. The total amount requested to be disbursed pursuant to this Requisition is **$ 50.00.** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$50.00** is to be paid to a third party payee that is not affiliated with the ssuer or on a joint basis to the Issuer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Officer this **9th day of March, 2022.**

THE COUNTY COMMISSION OF HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

MuniCap, Inc.	Invoice #022022-230	Dated: 02/25/2022	$50.00
		Total	**$50.00**

INVOICE

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Invoice Date	Invoice #
2/25/2022	022022-230

Balance Due $50.00

Remit check to: MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

or

Wire Instructions:

Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500

ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31

Bill To:

Gina Jones
Director of Grants & Special Proj.
Harrison County Commission
301 West Main St., Fifth Floor
Clarksburg, WV 26301

Project: Harrison County-WhiteOak Admin 1676

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date	Invoice #
2/25/2022	022022-230

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Project: Harrison County-WhiteOak Admin

Terms	Client #
Net 30	1676

Item	DATE	Description	Hrs	Amount
Sr Assoc (MS)	1/27/2022	Update account reconciliation for the month of December 2021.	0.25	50.00
		Subtotal Fees:		50.00

EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.

Total **$50.00**

MNS

Billing Inquiries? Call (443) 539-4104

E

2021

7-B

FORM OF REQUISITION
FOR PAYMENT FROM SERIES A
ADMINISTRATIVE EXPENSE FUND

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

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

REQUISITION FOR PAYMENT NO. (03/09/22)

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

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

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

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

4. The total amount requested to be transferred from the Revenue Fund to the Series A Administrative Expense Fund pursuant to this Requisition is **$643.75.**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$643.75.** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$643.75** is to be paid to a third party payee that is not affiliated with the Developer or on a joint basis to the Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Representative this **9th day of March, 2022**.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

MuniCap, Inc.	Invoice #022022-132	Dated 02/25/22	$ 643.75
		Total	**$ 643.75**

INVOICE

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Invoice Date	Invoice #
2/25/2022	022022-132

Balance Due $643.75

Remit check to: MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

or

Wire Instructions:

Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500

ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31

Bill To:

The County Commission of Harrison County
ATTN: Susan Thomas, President
301 West Main Street
Clarksburg, WV 26301

Project	Charles Pointe Series 2008	1394

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date	Invoice #
2/25/2022	022022-132

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Project	Terms	Client #
Charles Pointe Series 2008	Net 30	1394

Item	DATE	Description	Hrs	Amount
Sr Assoc (MS)	1/4/2022	Prepare account statements for updating account reconciliation and file.	0.25	50.00
Sr Assoc (SAM)	1/7/2022	Request developer's quarterly report.	0.25	50.00
Manager (JLA)	1/25/2022	Assist with identification and provision of material information related to on-going compliance.	0.5	112.50
Sr Assoc (SAM)	1/27/2022	Review developer's quarterly reports.	1	200.00
Sr Assoc (SAM)	1/28/2022	Provide developer's quarterly reports to be posted.	0.25	50.00
Vice Pres (CK)	1/28/2022	Prepare fourth quarter continuing disclosure reports for posting on EMMA and post.	0.5	125.00
Manager (JLA)	1/31/2022	Verify quarterly postings to EMMA.	0.25	56.25
		Subtotal Fees:		643.75

EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.

Total **$643.75**

MNS

Billing Inquiries? Call (443) 539-4104

E

2008A

7-C

FORM OF REQUISITION FOR PAYMENT
FROM ADMINISTRATIVE EXPENSE FUND

$1,400,000
The County Commission of Harrison County
Tax Increment Revenue Bonds
Series 2016 A
(Development District No. 4 – White Oaks Industrial Park Project No. 1)

REQUISITION FOR PAYMENT NO. 11

The County Commission of Harrison County, a public corporation and governing body of Harrison County, a political subdivision of the State of West Virginia (the "Issuer"), by its duly Authorized Officer, hereby certifies, in connection with this Requisition for Payment from Administrative Expense Fund (the "Requisition") under an Indenture of Trust, dated as of November 9, 2016 (the "Indenture") between the Issuer and United Bank, Inc., as bond trustee thereunder and pursuant to that certain Development Agreement, dated as of November 9, 2016 (the "Development Agreement") between the Issuer and High Tech Corridor Development, LLC, as project developer, that:

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

2. The amount requested to be disbursed by this Requisition: (a) qualifies as Administrative Expenses as that term is defined in the Indenture, and (b) is an authorized expenditure under the Project Plan and the TIF Act.

3. The total amount requested to be disbursed pursuant to this Requisition is **$1,253.75**. As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$1,253.75** is to be paid to a third party payee that is not affiliated with the Issuer or on a joint basis to the Issuer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Officer this **9th day of March, 2022.**

THE COUNTY COMMISSION OF HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

Steptoe & Johnson	Invoice #1035093	Date:	2/25/22	$1,253.75
	Total			**$1,253.75**

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

400 White Oaks Boulevard
Bridgeport, WV 26330
(304) 933-8000 (304) 933-8183 Fax
www.steptoe-johnson.com

Writer's Contact Information
304.933.8136
Thomas.Aman@steptoe-johnson.com

February 28, 2022

Via E-mail

Ms. Laura Pysz, County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Re: Charles Pointe EODD Administrative Matters

Dear Ms. Pysz:

Enclosed is our statement for services and expenses incurred through February 24, 2022, in connection with the above referenced matter. This invoice is an administrative expense of the Charles Pointe Economic Opportunity Development District payable from the Administrative Expense Fund established for such District. Please include this invoice in the next requisition which the County Commission submits to Wilmington Trust, as Bond Trustee for payment.

Please let me know if you have any questions.

Best regards.

Very truly yours,

Thomas L. Aman, Jr.

TLA/dsr
Enclosure

14149630.1

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW
TAX ID # 55-0286140
PHONE: (304) 933-8000
www.steptoe-johnson.com

DUE UPON RECEIPT

County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Invoice Date:	February 25, 2022
Invoice Number:	1035093
Matter Number:	384480.00046

FOR PROFESSIONAL SERVICES THROUGH FEBRUARY 24, 2022

Client: Harrison County Commission

Matter: White Oaks Industrial Park TIF District Administrative Matters

Total Current Fees	$	1,253.75
Total Current Due	**$**	**1,253.75**

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.steptoe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

TIME DETAIL

Date	Initials	Description	Hours	Amount
08/25/21	JLJ	Attend to annual TIF reports for Harrison County	1.25	368.75
08/27/21	JLJ	Attend to annual TIF report	0.25	73.75
08/30/21	JLJ	Attend to drafting annual TIF report	0.75	221.25
08/31/21	JLJ	Attend to preparing annual TIF report	0.50	147.50
09/07/21	JLJ	Attend to TIF report and correspond with R. Stanley	0.50	147.50
09/08/21	JLJ	Correspond w/ R. Stanley re High Tech Corridor Development LLC annual TIF report	0.25	73.75
09/14/21	JLJ	Prepare annual TIF report	0.50	147.50
09/17/21	JLJ	Prepare annual TIF report	0.25	73.75
		Total		**$ 1,253.75**

TIMEKEEPER SUMMARY

Name	Title	Rate	Hours	Amount
Joshua L. Jarrell	Of Counsel	$295.00	4.25	1,253.75
		Total	**4.25**	**$ 1,253.75**

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

TAX ID # 55-0286140
PHONE: (304) 933-8000
www.steptoe-johnson.com

DUE UPON RECEIPT

County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Invoice Date:	February 25, 2022
Invoice Number:	1035093
Matter Number:	384480.00046

FOR PROFESSIONAL SERVICES THROUGH FEBRUARY 24, 2022

REMITTANCE PAGE

Client: Harrison County Commission

Matter: White Oaks Industrial Park TIF District Administrative Matters

Total Amount Due	**$**	**1,253.75**
Amount of Payment	**$**	_____

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.steptoe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

7-D

REQUISITION FOR PAYMENT
FROM ADMINISTRATIVE EXPENSE FUND

$20,573,000
The County Commission of Harrison County
Senior Tax Increment Refunding Revenue Bonds
Series 2021 A Tax-Exempt
(Development District No. 3 – White Oaks)

$4,195,000
The County Commission of Harrison County
Subordinate Tax Increment Revenue Bonds
Series 2021 B Taxable
(Development District No. 3 – White Oaks)

REQUISITION FOR PAYMENT NO. 11

The County Commission of Harrison County, a public corporation and governing body of Harrison County, a political subdivision of the State of West Virginia (the "Issuer"), by its duly Authorized Officer, hereby certifies, in connection with this Requisition for Payment from Administrative Expense Fund (the "Requisition") under a Indenture of Trust, dated as of May 25, 2021 (the "Indenture") between the Issuer and United Bank, as bond trustee thereunder, that:

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

2. The amount requested to be disbursed by this Requisition: (a) is a portion of the Administrative Expenses as that term is defined in the Indenture, and (b) is an authorized expenditure under Amended Project Plan No. 2 and the Act.

3. The total amount requested to be disbursed pursuant to this Requisition is **$1,591.81.** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$1,591.81** is to be paid to a third party payee that is not affiliated with the issuer or on a joint basis to the Issuer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Officer this **9th day of March, 2022.**

THE COUNTY COMMISSION OF HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

Steptoe & Johnson	Invoice #1035091	Dated: 02/25/2022	$1,591.81
		Total	**$1,591.81**

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

400 White Oaks Boulevard
Bridgeport, WV 26330
(304) 933-8000 (304) 933-8183 Fax
www.steptoe-johnson.com

Writer's Contact Information
304.933.8136
Thomas.Aman@steptoe-johnson.com

February 28, 2022

Via E-mail

Ms. Laura Pysz, County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Re: White Oaks Business Park TIF District Administrative Matters

Dear Ms. Pysz:

Enclosed is our statement for services and expenses incurred through February 24, 2022, in connection with the above referenced matter. This invoice is an administrative expense of the White Oaks Business Park TIF District (District No. 3) payable from the Administrative Expense Fund established for such District. Please include this invoice in the next Requisition which the County Commission submits to United Bank, as Bond Trustee for payment.

Please let me know if you have any questions.

Best regards.

Very truly yours,

Thomas L. Aman, Jr.

TLA/dsr
Enclosure
384480.00033

14149589.1

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

TAX ID # 55-0286140
PHONE: (304) 933-8000
www.steptoe-johnson.com

DUE UPON RECEIPT

County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Invoice Date:	February 25, 2022
Invoice Number:	1035091
Matter Number:	384480.00033

FOR PROFESSIONAL SERVICES THROUGH FEBRUARY 24, 2022

Client: Harrison County Commission

Matter: White Oaks TIF Administrative Matters

Total Current Fees	$	1,386.25
Total Current Costs		205.56
Total Current Due	**$**	**1,591.81**

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.steptoe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

Attorney-Client Communication - Privileged and Confidential

TIME DETAIL

Date	Initials	Description	Hours	Amount
08/31/21	JLJ	Attend to preparing annual TIF report	0.50	147.50
09/07/21	JLJ	Attend to TIF report and correspond w/ R. Stanley	0.50	147.50
09/08/21	JLJ	Call with R. Stanley with High Tech Corridor Development LLC re annual TIF report	0.25	73.75
09/14/21	JLJ	Prepare annually TIF report	0.25	73.75
09/15/21	JLJ	Emails with Ron Stanley; prepare annual report	0.25	73.75
09/17/21	JLJ	Prepare annual TIF report	0.50	147.50
09/23/21	JLJ	Draft TIF Report	1.00	295.00
09/24/21	JLJ	Call with Ron Stanley re TIF report	0.25	73.75
09/27/21	JLJ	Draft report of TIF	0.75	221.25
11/18/21	EBT	Review and submit tif summary of annual statement to the exponent telegram for publication	0.50	132.50
		Total		**$ 1,386.25**

TIMEKEEPER SUMMARY

Name	Title	Rate	Hours	Amount
Eli B. Tilley	Associate	$265.00	0.50	132.50
Joshua L. Jarrell	Of Counsel	$295.00	4.25	1,253.75
		Total	**4.75**	**$ 1,386.25**

COST DETAIL

Date	Description	Amount
11/30/21	Outside Printing: Clarksburg Exponent/Telegram: - Payment Legal Ad - Tax Increment Statement FY 21 (ET/pjg) - Pamela Gerlach	205.56
	Total	**$ $205.56**

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW
TAX ID # 55-0286140
PHONE: (304) 933-8000
www.steptoe-johnson.com

DUE UPON RECEIPT

County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Invoice Date:	February 25, 2022
Invoice Number:	1035091
Matter Number:	384480.00033

FOR PROFESSIONAL SERVICES THROUGH FEBRUARY 24, 2022

REMITTANCE PAGE

Client: Harrison County Commission

Matter: White Oaks TIF Administrative Matters

Total Amount Due	**$**	**1,591.81**
Amount of Payment	**$**	

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.steptoe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

7-E

FORM OF REQUISITION FOR PAYMENT FROM
ADMINISTRATIVE EXPENSE FUND

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

$12,280,000
The County Commission of Harrison County
Subordinate Special District Excise Tax Revenue and Refunding Bonds
Series 2019 B
(Charles Pointe Economic Opportunity Development District)

REQUISITION FOR PAYMENT NO. 46 (03/09/22)

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

1. Terms used herein and not otherwise defined herein shall have the meanings given such terms in the Development Agreement or the Indenture for the Series 2019 Excise Tax Bonds.

2. The amount requested to be disbursed by this Requisition: (a) is a portion of the Administrative Expenses authorized for funding under the Indenture and Development Agreement, (b) is an authorized expenditure under the Project Plan and the EODD Act, and (c) such requested expenditures, when combined with previous disbursements from the Administrative Expense Fund during the current Bond Year do not exceed $80,000 in the aggregate for such Bond Year.

3. The total amount requested to be disbursed pursuant to this Requisition is **$ 1,900.00**. As set forth in the invoices attached hereto, of the total amount of such disbursement:

(a) $ -0- is to be paid to the Issuer, the District Board, the Developer or Site Developer as reimbursement to the Issuer, the District Board, the Developer or Site Developer

for an invoice or statement previously paid by the Issuer, the District Board, the Developer or the Site Developer; and

(b) **$ 1,900.00** is to be paid to a third party payee that is not affiliated with the Issuer, the District Board, the Developer or the Site Developer or on a joint basis to the Issuer, the District Board, the Developer or the Site Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its Authorized Officer this **9th day of March, 2022.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

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

MuniCap, Inc.	Invoice #022022-270	Dated: 02/25/22	$1,900.00
	Total		**$1,900.00**

INVOICE

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Invoice Date	Invoice #
2/25/2022	022022-270

Balance Due $1,900.00

Remit check to: MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

or

Wire Instructions:
Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500

ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31

Bill To:

Gina Jones
Director of Grants and Special Proj.
Harrison County Commission
301 West Main St., Fifth Floor
Clarksburg, WV 26301

Project: Charles Pointe 2019 2024

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date	Invoice #
2/25/2022	022022-270

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Project: Charles Pointe 2019

Terms	Client #
Net 30	2024

Item	DATE	Description	Hrs	Amount
Sr Assoc (SAM)	1/4/2022	Discuss accounting back up and requisitions with associates.	0.5	100.00
Sr Assoc (MS)	1/4/2022	Prepare account statements for updating account reconciliation and file.	0.25	50.00
Sr Assoc (SAM)	1/7/2022	Request developer's semiannual report.	0.25	50.00
Sr Assoc (OO)	1/13/2022	Prepare December journal entries.	0.5	100.00
Sr VP (MD)	1/18/2022	Begin review of December journal entries. Request additional backup.	0.5	137.50
Sr Assoc (OO)	1/19/2022	Post December journal entries in QuickBooks.	0.5	100.00
Sr VP (MD)	1/20/2022	Review QuickBooks database for 1099 issuance. Run reports and enter into tracker. Confirm December balances in QuickBooks. Review and approve final December journal entries. Prepare and email December financial reports.	1	275.00
Sr Assoc (OO)	1/21/2022	Email final 1099 list to trustee for approval.	0.25	50.00
Manager (JLA)	1/25/2022	Assist with identification and provision of material information related to on-going compliance.	0.5	112.50
Sr Assoc (SAM)	1/25/2022	Update developer's semiannual report with required information. Update account reconciliation file with December transactions.	1.75	350.00
Manager (KL)	1/25/2022	Prepare forms 1099 and 1096 and mail.	0.5	112.50
Sr Assoc (OO)	1/25/2022	Prepare and mail 1099s.	0.5	100.00
Vice Pres (MM)	1/26/2022	Review developer's semi-annual disclosure.	0.25	62.50
Sr Assoc (SAM)	1/27/2022	Update and review requirements related to developer's semiannual report.	0.75	150.00
Sr Assoc (SAM)	1/28/2022	Update and discuss developer's semiannual report. Adjust calculation in account reconciliation file.	0.75	150.00
		Subtotal Fees:		1,900.00

EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.

Total **$1,900.00**

MNS **Billing Inquiries? Call (443) 539-4104** E

2019A rb

7-J

FORM OF REQUISITION FOR PAYMENT FROM
ADMINISTRATIVE EXPENSE FUND

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

$12,280,000
The County Commission of Harrison County
Subordinate Special District Excise Tax Revenue and Refunding Bonds
Series 2019 B
(Charles Pointe Economic Opportunity Development District)

REQUISITION FOR PAYMENT NO. 47 (03/09/22)

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

1. Terms used herein and not otherwise defined herein shall have the meanings given such terms in the Development Agreement or the Indenture for the Series 2019 Excise Tax Bonds.

2. The amount requested to be disbursed by this Requisition: (a) is a portion of the Administrative Expenses authorized for funding under the Indenture and Development Agreement, (b) is an authorized expenditure under the Project Plan and the EODD Act, and (c) such requested expenditures, when combined with previous disbursements from the Administrative Expense Fund during the current Bond Year do not exceed $80,000 in the aggregate for such Bond Year.

3. The total amount requested to be disbursed pursuant to this Requisition is **$10,836.25**. As set forth in the invoices attached hereto, of the total amount of such disbursement:

(a) $ -0- is to be paid to the Issuer, the District Board, the Developer or Site Developer as reimbursement to the Issuer, the District Board, the Developer or Site Developer

for an invoice or statement previously paid by the Issuer, the District Board, the Developer or the Site Developer; and

(b) **$10,836.25** is to be paid to a third party payee that is not affiliated with the Issuer, the District Board, the Developer or the Site Developer or on a joint basis to the Issuer, the District Board, the Developer or the Site Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its Authorized Officer this **9th day of March, 2022.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

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

Steptoe & Johnson	Invoice #1035090	Dated: 02/25/22	$10,836.25
		Total	**$10,836.25**

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

400 White Oaks Boulevard
Bridgeport, WV 26330
(304) 933-8000 (304) 933-8183 Fax
www.steptoe-johnson.com

Writer's Contact Information
304.933.8136
Thomas.Aman@steptoe-johnson.com

February 28, 2022

Via E-mail

Ms. Laura Pysz, County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Re: Charles Pointe EODD Administrative Matters

Dear Ms. Pysz:

Enclosed is our statement for services and expenses incurred through February 24, 2022, in connection with the above referenced matter. This invoice is an administrative expense of the Charles Pointe Economic Opportunity Development District payable from the Administrative Expense Fund established for such District. Please include this invoice in the next requisition which the County Commission submits to Wilmington Trust, as Bond Trustee for payment.

Please let me know if you have any questions.

Best regards.

Very truly yours,

Thomas L. Aman, Jr.

TLA/dsr
Enclosure

14149630.1

STEPTOE & JOHNSON
ATTORNEYS AT LAW
TAX ID # 55-0286140
PHONE: (304) 933-8000
www.steptoe-johnson.com

DUE UPON RECEIPT

County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Invoice Date:	February 25, 2022
Invoice Number:	1035090
Matter Number:	384480.00030

FOR PROFESSIONAL SERVICES THROUGH FEBRUARY 24, 2022

Client: Harrison County Commission

Matter: Charles Pointe EODD Administrative Matters

Total Current Fees	$	10,836.25
Total Current Due	**$**	**10,836.25**

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.steptoe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

TIME DETAIL

Date	Initials	Description	Hours	Amount
07/15/21	TLA	Work on documentation for replacement of Wilmington Trust for UMB Bank as trustee for the Series 2019 Excise Tax Bonds	2.00	690.00
07/15/21	JWT	Revise and circulate agreement re: change of trustee for Series 2019 Bonds; draft resolution and order of county commission approving same	1.75	481.25
07/16/21	JWT	Revise Instrument of Removal, Appointment and Acceptance	1.00	275.00
07/19/21	TLA	Work on appointment; reappointment of Board members and administration of oaths of office	0.50	172.50
07/19/21	TF	Review, revise, and distribute documents and spreadsheets for board member appointments	2.50	662.50
07/20/21	TLA	Review Financial Statements provided by MuniCap	0.50	172.50
07/21/21	TF	Create agenda item for upcoming County Commission meeting	0.50	132.50
07/23/21	TLA	Attend to adoption of Board member appointment Order by County Commission; send necessary documents to Commission	0.50	172.50
07/29/21	TLA	Attend to County Commission request for information	0.50	172.50
07/30/21	JWT	Research re: applicability of WV ethics act to EODD Board	0.75	206.25
07/30/21	TLA	Review information provided by Genesis Partners regarding expenditures to be reimbursed from Bonds; conduct legal research regarding same; confer with Genesis regarding rules for reimbursement	2.00	690.00
07/30/21	TLA	Conduct legal research regarding conflict of interest rules for Mark Dellana serving on EODD Board; confer with Genesis Partners, County Commission and Board Chair and County Commission legal counsel regarding same	4.25	1,466.25
08/05/21	TLA	Confer with Genesis Partners regarding EODD Board appointment matters; work on appointment of two new Board members; work on e-mail to County Commission explaining conflict issues	1.50	517.50

Date	Initials	Description	Hours	Amount
08/05/21	TLA	Revise EODD Board appointment order to appoint different individual to Board and send same to Commission; draft e-mails to Commission regarding Board appointments	0.75	258.75
08/06/21	TLA	Meet with Genesis Partners to discuss Bond restructure and potential new issuance	1.00	345.00
08/11/21	TLA	Attend County Commission meeting for appointment of EODD Board members; participate in call with Stifel to discuss potential excise tax bond transaction	2.50	862.50
11/04/21	TLA	Review Annual Report prepared by MuniCap and provide comments to same	1.75	603.75
11/04/21	JLJ	Conference with J. Turner re Project Plan Amendment	0.50	147.50
11/08/21	TLA	Review revised draft of EODD Annnual Report and provide comments to same	0.25	86.25
11/10/21	TLA	Confer with Harrison County Commission regarding processing of Project Fund requisitions following receipt of funds from Dominion refund	0.25	86.25
11/10/21	JLJ	Draft resolution setting public hearing and public notice	1.25	368.75
11/11/21	JLJ	Draft resolution setting public hearing; confer with T. Aman; draft PP audit	2.25	663.75
11/12/21	JLJ	Draft TIF Application to Amend Project Plan	1.50	442.50
12/03/21	JLJ	Review revisions to application, resolution; emails with client re same	0.25	73.75
12/21/21	TLA	Attend to meeting arrangements to approve statutory Annual Report	0.75	258.75
12/28/21	TLA	Participate in semi-annual meeting of EODD Board to approve statutory annual report	0.50	172.50
12/28/21	JWT	Attend EODD board meeting via video conference	0.50	137.50

Date	Initials	Description	Hours	Amount
02/21/22	TLA	Telephone conference with Brian Crumbaker regarding Event of Default on Excise Tax Bonds and required notices; replacement of Trustee; meeting to occur in Bridgeport to discuss Bonds and status of development; attend to preparation of needed documents	1.00	345.00
02/22/22	TLA	Review bond documents and attend to resolving questions as to Trustee rights upon Event of Default	0.50	172.50
		Total		**$ 10,836.25**

TIMEKEEPER SUMMARY

Name	Title	Rate	Hours	Amount
Jason W. Turner	Associate	$275.00	4.00	1,100.00
Tony Faini	Associate	$265.00	3.00	795.00
Thomas L. Aman, Jr.	Member	$345.00	21.00	7,245.00
Joshua L. Jarrell	Of Counsel	$295.00	5.75	1,696.25
		Total	**33.75**	**$ 10,836.25**

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

TAX ID # 55-0286140
PHONE: (304) 933-8000
www.steptoe-johnson.com

DUE UPON RECEIPT

County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Invoice Date:	February 25, 2022
Invoice Number:	1035090
Matter Number:	384480.00030

FOR PROFESSIONAL SERVICES THROUGH FEBRUARY 24, 2022

REMITTANCE PAGE

Client: Harrison County Commission

Matter: Charles Pointe EODD Administrative Matters

Total Amount Due	**$**	**10,836.25**
Amount of Payment	**$**	_____

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.steptoe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

7-G

FORM OF REQUISITION
FOR PAYMENT FROM SERIES A
ADMINISTRATIVE EXPENSE FUND

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

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

REQUISITION FOR PAYMENT NO. (03/09/22)

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

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

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

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

4. The total amount requested to be transferred from the Revenue Fund to the Series A Administrative Expense Fund pursuant to this Requisition is **$7,878.92.**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$7,878.92.** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$7,878.92** is to be paid to a third party payee that is not affiliated with the Developer or on a joint basis to the Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Representative this **9th day of March, 2022**.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

Steptoe & Johnson.	Invoice #1035089	Dated 02/25/22	$7,878.92
		Total	**$7,878.92**

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

400 White Oaks Boulevard
Bridgeport, WV 26330
(304) 933-8000 (304) 933-8183 Fax
www.steptoe-johnson.com

Writer's Contact Information
304.933.8136
Thomas.Aman@steptoe-johnson.com

February 28, 2022

Via E-mail

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

Re: Charles Pointe TIF District Administrative Matters

Dear Ms. Pysz:

Enclosed is our statement for services and expenses incurred through February 24, 2022, in connection with the above referenced matter. This invoice is an administrative expense of the Charles Pointe Property TIF District payable from the Administrative Expense Fund established with UMB Bank Inc. as trustee for the Series 2008 Property Tax Bonds issued for such District. Please include this invoice in the next Requisition which the County Commission submits to the Bond Trustee (UMB Bank) for payment.

Please let me know if you have any questions.

Best regards.

Very truly yours,

Thomas L. Aman, Jr.

TLA/dsr
Enclosure

14149647.1

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

TAX ID # 55-0286140
PHONE: (304) 933-8000
www.steptoe-johnson.com

DUE UPON RECEIPT

County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Invoice Date:	February 25, 2022
Invoice Number:	1035089
Matter Number:	384480.00029

FOR PROFESSIONAL SERVICES THROUGH FEBRUARY 24, 2022

Client: Harrison County Commission

Matter: Charles Pointe TIF District Administrative Matters

Total Current Fees	$	7,721.25
Total Current Costs		157.67
Total Current Due	**$**	**7,878.92**

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.steptoe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

TIME DETAIL

Date	Initials	Description	Hours	Amount
07/14/21	JWT	Print and compile CED notice letters to landowners	1.50	442.50
07/15/21	JWT	Finalize and send CED letters to landowners	1.50	442.50
07/15/21	TLA	Prepare for meeting with Genesis to discuss strategy for obtaining Bridgeport consent to merger of TIF Districts	0.50	162.50
07/16/21	TLA	Meet with Genesis Partners and Jim Christie to discuss structure for proposal to merge Charles Pointe and Airport TIF Districts; work on proposal and share information with Genesis Partners	3.50	1,137.50
07/29/21	TLA	Attend to County Commission request for information	0.50	162.50
08/02/21	TLA	Work on proposal to City of Bridgeport for merger of airport and Charles Pointe Property TIF Districts	3.00	975.00
08/03/21	TLA	Work on proposal to City of Bridgeport for merger of Charles Pointe and Airport TIF Districts; work on responding to request for documents of County Commissioner	2.00	650.00
08/04/21	TLA	Confer with Jim Christie regarding proposal to City of Bridgeport and Harrison County Commission for merger of TIF Districts; discussion regarding Board member appointments	1.50	487.50
08/06/21	TLA	Meet with Genesis Partners to discuss bond restructure	1.00	325.00
08/10/21	TLA	Telephone conference with Bridgeport City Attorney regarding TIF merger proposal	0.25	81.25
08/24/21	TLA	Telephone conference with Chief Walker regarding response to FOIA request	0.25	81.25
08/25/21	TLA	Telephone conference with CED Board legal counsel regarding preparation of response to FOIA request	0.50	162.50
08/27/21	JWT	Collect information related to CED Board meetings for 2017 and 2018 in response to FOIA request	1.25	368.75
08/27/21	JLJ	Attend to annual TIF report	0.25	73.75

Date	Initials	Description	Hours	Amount
08/30/21	TLA	Work on response to Andy Lang Freedom of Information Act request sent to Charles Pointe CED Board requesting documents	1.50	487.50
08/30/21	JWT	Compile documents responsive to CED Board FOIA request; request meeting minutes from County Commission	1.75	516.25
08/31/21	JLJ	Attend to preparing annual TIF report	0.50	147.50
09/01/21	JWT	Request documents responsive to FOIA request to CED Board	0.50	147.50
09/09/21	JLJ	Call with Jim Christie re annual TIF report; attend to report	0.50	147.50
09/13/21	JLJ	Emails with Rob Stewart regarding information for annual TIF report	0.25	73.75
09/14/21	JLJ	Prepare annual TIF report	0.75	221.25
09/15/21	JLJ	Emails with Rob Stewart; prepare annual report	0.50	147.50
09/17/21	JLJ	Prepare annual TIF report	0.50	147.50
11/18/21	EBT	Review and submit tif summary of annual statement to the exponent telegram for publication	0.50	132.50
		Total		**$ 7,721.25**

TIMEKEEPER SUMMARY

Name	Title	Rate	Hours	Amount
Jason W. Turner	Associate	$295.00	6.50	1,917.50
Eli B. Tilley	Associate	$265.00	0.50	132.50
Thomas L. Aman, Jr.	Member	$325.00	14.50	4,712.50
Joshua L. Jarrell	Of Counsel	$295.00	3.25	958.75
		Total	**24.75**	**$ 7,721.25**

COST DETAIL

Date	Description	Amount
07/14/21	Clerk, Harrison Co. Commission: - Payment for recordation of Notice of lien (JWT/pjg - Jason Turner	33.00
07/15/21	Courier Service: Federal Express: from Jason W. Turner to Genesis Partners Ltd Partnership	9.67
Thru 02/24/22	Postage	115.00
	Total	**$ $157.67**

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

TAX ID # 55-0286140
PHONE: (304) 933-8000
www.steptoe-johnson.com

DUE UPON RECEIPT

County Administrator
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Invoice Date:	February 25, 2022
Invoice Number:	1035089
Matter Number:	384480.00029

FOR PROFESSIONAL SERVICES THROUGH FEBRUARY 24, 2022

REMITTANCE PAGE

Client: Harrison County Commission

Matter: Charles Pointe TIF District Administrative Matters

Total Amount Due	**$**	**7,878.92**
Amount of Payment	**$**	_____

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.steptoe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

8-A

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

REQUISITION FORM

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

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: # 52
(2) Name and Address of Payee:
Rycon Construction, Inc.
2501 Smallman Street
Pittsburg PA 15222

(3) Amount: $ 1,169,944.47

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 $ 1,169,944.47 of which has previously been paid, and $ 1,169,644.47 remains outstanding.

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 or invoices/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 ____ day of _____, 2022.

THE COUNTY COMMISSION
OF HARRISON COUNTY

By:_____

Its:_____

Schedule I for Requisition #52

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.	Rycon Construction, Inc.	Site Work	9-Mar-22	$1,169,944.47
b.				
c.				
d.				
e.				
f.				
Total				$ 1,169,944.47

(3) Total amount of disbursements pursuant to this Requisition: $ 1,169,944.47

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

Approval Signature

Date

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:	PROJECT:	APPLICATION NO:	15	Distribution to:
Harrison County Commision	**Harrison County GSB**			☐ OWNER
301 West Main Street	Clarksburg, WV			☐ ARCHITECT
Clarksburg, WV 26301	General Services Administration Building	PERIOD FROM:	02/01/22	☐ CONTRACTOR
		PERIOD TO:	02/28/22	☐
FROM CONTRACTOR:	VIA ARCHITECT:			☐
Rycon Construction, Inc.	**Sillings Associates, Inc**			
2501 Smallman Street	405 Capitol Street, Upper Atrium	PROJECT NOS:	4013	
Pittsburgh, PA 15222	Charleston, WV 25301			

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM		$ 15,458,000.00
2. Net change by Change Orders		$ 233,953.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)		$ 15,691,953.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$ 11,719,699.52
5. RETAINAGE:		
a. 8% of Completed Work (Column D + E on G703)	$ 908,409.13	
b. 0 % of Stored Material (Column F on G703)	$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		$ 908,409.13
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		$ 10,811,290.39
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$ 9,641,345.92
8. CURRENT PAYMENT DUE		$ 1,169,944.47
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$ 4,880,662.61

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$233,953.00	$0.00
Total approved this Month	$0.00	$0.00
TOTALS	$233,953.00	$0.00
NET CHANGES by Change Order	$233,953.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Dena DiVirgilio Date: 2/28/22

Dena DiVirgilio

State of: Pennsylvania County of: Allegheny

Subscribed and sworn to before me this 28th day of February ,2022

Notary Public:

My Commission expires: 9/6/25

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... $ 1,169,944.47

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and onthe Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: Date: 3-1-22

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

AIA DOCUMENT G702 - APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA - ©1992 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

Commonwealth of Pennsylvania - Notary Seal
Emily Leberfinger, Notary Public
Allegheny County
My commission expires September 6, 2025
Commission number 1407182
Member, Pennsylvania Association of Notaries

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 15
APPLICATION DATE: 02/01/22
PERIOD TO: 02/28/22
ARCHITECT'S PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
01	Building Permit	$30,000.00	$30,000.00	$0.00		$30,000.00	100.00%	$0.00	$2,325.34
02	P&P Bond	$149,524.00	$149,524.00	$0.00		$149,524.00	100.00%	$0.00	$11,589.80
03	Builders Risk Inurance	$16,447.00	$16,447.00	$0.00		$16,447.00	100.00%	$0.00	$1,274.83
04	General Liabilities Insurance	$46,370.00	$46,370.00	$0.00		$46,370.00	100.00%	$0.00	$3,594.20
05	General Conditions	$826,306.00	$771,218.00	$30,298.82		$801,516.82	97.00%	$24,789.18	$62,126.61
06	Earthwork/Utilities - Mobilization	$35,020.00	$35,020.00	$0.00		$35,020.00	100.00%	$0.00	$2,714.45
06a	Earthwork/Utilities - Demo Concrete/Asphalt	$21,130.00	$21,130.00	$0.00		$21,130.00	100.00%	$0.00	$1,637.81
06b	Earthwork/Utilities - Bulk Excavation/Backfill	$229,050.00	$229,050.00	$0.00		$229,050.00	100.00%	$0.00	$17,753.96
06c	Earthwork/Utilities - Demo Sanitary Lines	$12,390.00	$12,390.00	$0.00		$12,390.00	100.00%	$0.00	$960.36
06d	Earthwork/Utilities - Domestic/Fireline Service	$29,440.00	$29,440.00	$0.00		$29,440.00	100.00%	$0.00	$2,281.93
06e	Earthwork/Utilities - New Sanitary Lines	$263,725.00	$263,725.00	$0.00		$263,725.00	100.00%	$0.00	$20,441.67
06f	Earthwork/Utilities - Roof Drain Piping	$15,140.00	$15,140.00	$0.00		$15,140.00	100.00%	$0.00	$1,173.52
06g	Earthwork/Utilities - Relocate Storm Catch Basin	$10,000.00	$10,000.00	$0.00		$10,000.00	100.00%	$0.00	$775.11
06h	Earthwork/Utilities - Exc/Backfill UT&C Trench	$23,500.00	$23,500.00	$0.00		$23,500.00	100.00%	$0.00	$1,821.52
06i	Earthwork/Utilities - Allowance Overexcavation	$61,000.00	$61,000.00	$0.00		$61,000.00	100.00%	$0.00	$4,728.19
07	Termite Control	$5,000.00	$5,000.00	$0.00		$5,000.00	100.00%	$0.00	$387.56
08	Asphalt/Bumpers	$37,000.00	$0.00	$0.00		$0.00	0.00%	$37,000.00	$0.00
09	Building Concrete-Foundation Exc/Backfill	$25,000.00	$25,000.00	$0.00		$25,000.00	100.00%	$0.00	$1,937.78
09a	Concrete Footings/Grade Beams	$214,000.00	$214,000.00	$0.00		$214,000.00	100.00%	$0.00	$16,587.42
09b	Concrete Elevator Pit Slabs	$9,000.00	$9,000.00	$0.00		$9,000.00	100.00%	$0.00	$697.60
09c	Concrete Piers	$98,000.00	$98,000.00	$0.00		$98,000.00	100.00%	$0.00	$7,596.11
09d	Concrete Walls/Haunch	$459,100.00	$459,100.00	$0.00		$459,100.00	100.00%	$0.00	$35,585.44
09e	Concrete Slab on Grade	$146,000.00	$146,000.00	$0.00		$146,000.00	100.00%	$0.00	$11,316.65
09f	Concrete Slab on Deck - First Floor	$108,000.00	$108,000.00	$0.00		$108,000.00	100.00%	$0.00	$8,371.22
09g	Concrete Slab on Deck - Second Floor	$109,000.00	$109,000.00	$0.00		$109,000.00	100.00%	$0.00	$8,448.73
09h	Concrete Slab on Deck - Third Floor	$105,000.00	$105,000.00	$0.00		$105,000.00	100.00%	$0.00	$8,138.69
09i	Concrete Slab on Deck - Roof	$24,000.00	$24,000.00	$0.00		$24,000.00	100.00%	$0.00	$1,860.27
09j	Concrete Column Encasements	$6,500.00	$6,500.00	$0.00		$6,500.00	100.00%	$0.00	$503.82
09k	Concrete Frost Slabs	$8,400.00	$4,200.00	$0.00		$4,200.00	50.00%	$4,200.00	$325.55
09l	Concrete Pan Stair Infill	$23,000.00	$23,000.00	$0.00		$23,000.00	100.00%	$0.00	$1,782.76
09m	Concrete C.I.P. Stairs	$30,000.00	$0.00	$0.00		$0.00	0.00%	$30,000.00	$0.00
09n	Concrete Sidewalks/HC Ramps/Curbs	$80,000.00	$15,200.00	$0.00		$15,200.00	19.00%	$64,800.00	$1,178.17
09o	Concrete - Install Bollards	$6,000.00	$3,000.00	$0.00		$3,000.00	50.00%	$3,000.00	$232.53
09p	Concrete Seat Walls/Ftg	$17,000.00	$0.00	$0.00		$0.00	0.00%	$17,000.00	$0.00
09q	Concrete House Keeping Pads	$10,000.00	$10,000.00	$0.00		$10,000.00	100.00%	$0.00	$775.11
09r	Concrete B & O Tax	$28,000.00	$25,480.00	$0.00		$25,480.00	91.00%	$2,520.00	$1,974.99
10	Masonry/Stonework - Mobilize & Submittals	$27,500.00	$27,500.00	$0.00		$27,500.00	100.00%	$0.00	$2,131.56

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 15
APPLICATION DATE: 02/01/22
PERIOD TO: 02/28/22
ARCHITECT'S PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
10a	Masonry - Stair B CMU	$155,000.00	$155,000.00	$0.00		$155,000.00	100.00%	$0.00	$12,014.25
10b	Masonry - Interior CMU Walls	$226,000.00	$214,700.00	$11,300.00		$226,000.00	100.00%	$0.00	$17,517.55
10c	Masonry - Brick Veneer	$660,000.00	$330,000.00	$138,600.00		$468,600.00	71.00%	$191,400.00	$36,321.79
10d	Masonry - Precast Veneer	$723,500.00	$361,750.00	$151,935.00		$513,685.00	71.00%	$209,815.00	$39,816.39
10e	Masonry - Ramp @ Front Sidewalk	$48,000.00	$0.00	$0.00		$0.00	0.00%	$48,000.00	$0.00
11	Structural Steel Sequence # 1 Detailing	$14,690.00	$14,690.00	$0.00		$14,690.00	100.00%	$0.00	$1,138.64
11a	Structural Steel Sequence # 1 Structural Stl	$219,240.00	$219,240.00	$0.00		$219,240.00	100.00%	$0.00	$16,993.58
11b	Structural Steel Sequence # 1 Erection	$144,716.00	$144,716.00	$0.00		$144,716.00	100.00%	$0.00	$11,217.13
11c	Structural Steel Sequence # 1 Decking	$30,854.00	$30,854.00	$0.00		$30,854.00	100.00%	$0.00	$2,391.53
11d	Structural Steel Sequence # 2 Detailing	$14,690.00	$14,690.00	$0.00		$14,690.00	100.00%	$0.00	$1,138.64
11e	Structural Steel Sequence # 2 Structural Stl	$219,240.00	$219,240.00	$0.00		$219,240.00	100.00%	$0.00	$16,993.58
11f	Structural Steel Sequence # 2 Erection	$144,716.00	$144,716.00	$0.00		$144,716.00	100.00%	$0.00	$11,217.13
11g	Structural Steel Sequence # 2 Decking	$30,854.00	$30,854.00	$0.00		$30,854.00	100.00%	$0.00	$2,391.53
11h	Structural Steel Sequence # 3 Detailing	$14,690.00	$14,690.00	$0.00		$14,690.00	100.00%	$0.00	$1,138.64
11i	Structural Steel Sequence # 3 Structural Stl	$219,240.00	$219,240.00	$0.00		$219,240.00	100.00%	$0.00	$16,993.58
11j	Structural Steel Sequence # 3 Erection	$144,716.00	$144,716.00	$0.00		$144,716.00	100.00%	$0.00	$11,217.13
11k	Structural Steel Sequence # 3 Decking	$30,854.00	$30,854.00	$0.00		$30,854.00	100.00%	$0.00	$2,391.53
11l	Structural Steel Sequence # 4 Detailing	$14,690.00	$14,690.00	$0.00		$14,690.00	100.00%	$0.00	$1,138.64
11m	Structural Steel Sequence # 4 Structural Stl	$219,240.00	$219,240.00	$0.00		$219,240.00	100.00%	$0.00	$16,993.58
11n	Structural Steel Sequence # 4 Erection	$144,716.00	$144,716.00	$0.00		$144,716.00	100.00%	$0.00	$11,217.13
11o	Structural Steel Sequence # 4 Decking	$30,854.00	$30,854.00	$0.00		$30,854.00	100.00%	$0.00	$2,391.53
12	Misc Metals; SS1 Stairs	$23,484.00	$23,484.00	$0.00		$23,484.00	100.00%	$0.00	$1,820.28
12a	Misc Metals; PS1 Stairs	$34,359.00	$34,359.00	$0.00		$34,359.00	100.00%	$0.00	$2,663.21
12b	Misc Metals; PS2 Stairs	$56,110.00	$56,110.00	$0.00		$56,110.00	100.00%	$0.00	$4,349.16
12c	Misc Metals; Day Report Stair	$10,875.00	$10,875.00	$0.00		$10,875.00	100.00%	$0.00	$842.94
12d	Misc Metals; Misc Ladders	$8,000.00	$4,000.00	$0.00		$4,000.00	50.00%	$4,000.00	$310.05
12e	Misc Metals; Misc handrails	$5,000.00	$0.00	$0.00		$0.00	0.00%	$5,000.00	$0.00
12f	Misc Metals Shop Drawings	$7,172.00	$7,172.00	$0.00		$7,172.00	100.00%	$0.00	$555.91
13	Rough Carpentry	$116,258.00	$96,494.14	$19,763.86		$116,258.00	100.00%	$0.00	$9,011.31
14	Finish Carpentry	$240,000.00	$0.00	$0.00		$0.00	0.00%	$240,000.00	$0.00
15	Water Proofing	$53,000.00	$53,000.00	$0.00		$53,000.00	100.00%	$0.00	$4,108.10
16	Spray Applied Insulation	$66,000.00	$0.00	$0.00		$0.00	0.00%	$66,000.00	$0.00
17	Fluid Applied Air Barrier	$84,000.00	$79,800.00	$4,200.00		$84,000.00	100.00%	$0.00	$6,510.95
18	EPDM Roofing	$180,000.00	$135,000.00	$0.00		$135,000.00	75.00%	$45,000.00	$10,464.03
19	Metal Composite Wall Panels	$37,000.00	$0.00	$0.00		$0.00	0.00%	$37,000.00	$0.00
20	Spray on Fire Proofing	$29,000.00	$0.00	$0.00		$0.00	0.00%	$29,000.00	$0.00
21	Caulking & Sealants	$14,500.00	$0.00	$0.00		$0.00	0.00%	$14,500.00	$0.00

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APPLICATION DATE: 02/01/22
PERIOD TO: 02/28/22
ARCHITECT'S PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
22	Doors/Frames/Hardware - Material	$270,000.00	$62,100.00	$13,500.00		$75,600.00	28.00%	$194,400.00	$5,859.85
22a	Doors/Frames/Hardware - Labor	$88,000.00	$29,040.00	$4,400.00		$33,440.00	38.00%	$54,560.00	$2,591.98
23	Rolling Grilles	$27,000.00	$0.00	$0.00		$0.00	0.00%	$27,000.00	$0.00
24	Accordian Partitions	$8,000.00	$0.00	$0.00		$0.00	0.00%	$8,000.00	$0.00
25	Accordian Firedoors	$60,000.00	$51,930.00	$0.00		$51,930.00	86.55%	$8,070.00	$4,025.16
26	Aluminum Storefronts & Glass	$496,000.00	$94,240.00	$133,920.00		$228,160.00	46.00%	$267,840.00	$17,684.98
27	Drwyall & ACT - Mobilization	$45,195.00	$45,195.00	$0.00		$45,195.00	100.00%	$0.00	$3,503.12
27a	Drywall & ACT - Shop Drawings	$16,720.00	$16,720.00	$0.00		$16,720.00	100.00%	$0.00	$1,295.99
27b	Drywall - Basement Interior Framing (L)	$6,013.00	$2,104.55	$3,908.45		$6,013.00	100.00%	$0.00	$466.08
27b1	Drywall - Basement Interior Framing (M)	$4,347.00	$4,347.00	$0.00		$4,347.00	100.00%	$0.00	$336.94
27b2	Drywall - Basement Insulation/Drywall Hang (L)	$9,480.00	$1,422.00	$8,058.00		$9,480.00	100.00%	$0.00	$734.81
27b3	Drywall - Basement Insulation/Drywall Hang (M)	$7,482.00	$1,122.30	$6,359.70		$7,482.00	100.00%	$0.00	$579.94
27b4	Drywall - Basement Drywall Finish (L)	$7,538.00	$0.00	$0.00		$0.00	0.00%	$7,538.00	$0.00
27b5	Drywall - Basement Drywall Finish (M)	$529.00	$0.00	$0.00		$0.00	0.00%	$529.00	$0.00
27b6	Drywall - Basement ACT Ceilings (L)	$3,816.00	$0.00	$0.00		$0.00	0.00%	$3,816.00	$0.00
27b7	Drywall - Basement ACT Ceiling (M)	$5,362.00	$0.00	$0.00		$0.00	0.00%	$5,362.00	$0.00
27c	Drywall - 1st Floor Interior Framing (L)	$53,486.00	$53,486.00	$0.00		$53,486.00	100.00%	$0.00	$4,145.77
27c1	Drywall - 1st Floor Interior Framing (M)	$25,864.00	$25,864.00	$0.00		$25,864.00	100.00%	$0.00	$2,004.75
27c2	Drywall - 1st Floor Insulation/Drywall Hang (L)	$83,686.00	$79,499.70	$4,186.30		$83,686.00	100.00%	$0.00	$6,486.61
27c3	Drywall - 1st Floor Insulation/Drywall Hang (M)	$55,478.00	$55,478.00	$0.00		$55,478.00	100.00%	$0.00	$4,300.17
27c4	Drywall - 1st Floor Drywall Finish (L)	$60,670.00	$6,067.00	$54,603.00		$60,670.00	100.00%	$0.00	$4,702.61
27c5	Drywall - 1st Floor Drywall Finish (M)	$5,060.00	$2,530.00	$2,530.00		$5,060.00	100.00%	$0.00	$392.21
27c6	Drywall - 1st Floor ACT Ceiling (L)	$29,900.00	$0.00	$2,990.00		$2,990.00	10.00%	$26,910.00	$231.76
27c7	Drywall - 1st Floor ACT Ceiling (M)	$49,024.00	$0.00	$49,024.00		$49,024.00	100.00%	$0.00	$3,799.91
27d	Drywall - 2nd Floor Interior Framing (L)	$59,567.00	$56,588.65	$2,978.35		$59,567.00	100.00%	$0.00	$4,617.12
27d1	Drywall - 2nd Floor Interior Framing (M)	$26,694.00	$26,694.00	$0.00		$26,694.00	100.00%	$0.00	$2,069.09
27d2	Drywall - 2nd Floor Insulation/Drywall Hang (L)	$86,354.00	$77,718.60	$8,635.40		$86,354.00	100.00%	$0.00	$6,693.41
27d3	Drywall - 2nd Floor Insulation/Drywall Hang (M)	$52,512.00	$52,512.00	$0.00		$52,512.00	100.00%	$0.00	$4,070.27
27d4	Drywall - 2nd Floor Drywall Finish (L)	$60,063.00	$0.00	$6,006.30		$6,006.30	10.00%	$54,056.70	$465.56
27d5	Drywall - 2nd Floor Drywall Finish (M)	$5,230.00	$0.00	$1,307.50		$1,307.50	25.00%	$3,922.50	$101.35
27d6	Drywall - 2nd Floor ACT Ceiling (L)	$31,948.00	$0.00	$0.00		$0.00	0.00%	$31,948.00	$0.00
27d7	Drywall - 2nd Floor ACT Ceiling (M)	$50,048.00	$0.00	$0.00		$0.00	0.00%	$50,048.00	$0.00
27e	Drywall - 3ed Floor Interior Framing (L)	$46,538.00	$32,576.60	$13,961.40		$46,538.00	100.00%	$0.00	$3,607.22
27e1	Drywall - 3rd Floor Interior Framing (M)	$22,829.00	$22,829.00	$0.00		$22,829.00	100.00%	$0.00	$1,769.51
27e2	Drywall - 3rd Floor Insulation/Drywall Hang (L)	$80,746.00	$4,037.30	$68,634.10		$72,671.40	90.00%	$8,074.60	$5,632.85
27e3	Drywall - 3rd Floor Insulation/Drywall Hang (M)	$55,669.00	$5,566.90	$50,102.10		$55,669.00	100.00%	$0.00	$4,314.98
27e4	Drywall - 3rd Floor Drywall Finish (L)	$65,130.00	$0.00	$0.00		$0.00	0.00%	$65,130.00	$0.00

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A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
27e5	Drywall - 3rd Floor Drywall Finish (M)	$4,725.00	$0.00	$0.00		$0.00	0.00%	$4,725.00	$0.00
27e6	Drywall - 3rd Floor ACT Ceiling (L)	$25,356.00	$0.00	$0.00		$0.00	0.00%	$25,356.00	$0.00
27e7	Drywall - 3rd Floor ACT Ceiling (M)	$50,438.00	$0.00	$0.00		$0.00	0.00%	$50,438.00	$0.00
27f	Drywall - Exterior Framing (L)	$123,395.00	$123,395.00	$0.00		$123,395.00	100.00%	$0.00	$9,564.51
27fl	Drywall - Exterior Framing (M)	$112,108.00	$112,108.00	$0.00		$112,108.00	100.00%	$0.00	$8,689.64
28	Ceramic Tile	$293,000.00	$160,500.00	$24,090.00		$184,590.00	63.00%	$108,410.00	$14,307.81
29	Carpet/VCT	$280,000.00	$170,500.00	$0.00		$170,500.00	60.89%	$109,500.00	$13,215.68
30	Painting	$140,000.00	$0.00	$9,800.00		$9,800.00	7.00%	$130,200.00	$759.61
31	Signage and Plaques	$79,000.00	$7,315.00	$0.00	$7,640.00	$14,955.00	18.93%	$64,045.00	$1,159.18
32	Toilet Partitions	$12,000.00	$0.00	$8,400.00		$8,400.00	70.00%	$3,600.00	$651.09
33	Wal/Door Protection	$13,000.00	$0.00	$0.00		$0.00	0.00%	$13,000.00	$0.00
34	Toilet Accessories	$17,000.00	$11,770.00	$0.00		$11,770.00	69.24%	$5,230.00	$912.31
35	Fire Extinguishers & Cabinets	$6,500.00	$0.00	$4,225.00		$4,225.00	65.00%	$2,275.00	$327.49
36	Metal Lockers	$8,000.00	$0.00	$0.00		$0.00	0.00%	$8,000.00	$0.00
37	Flag Pole	$2,900.00	$0.00	$0.00		$0.00	0.00%	$2,900.00	$0.00
38	Window Shades	$30,000.00	$0.00	$0.00		$0.00	0.00%	$30,000.00	$0.00
39	Pews	$12,000.00	$0.00	$0.00		$0.00	0.00%	$12,000.00	$0.00
40	Elevators	$183,000.00	$92,105.00	$0.00		$92,105.00	50.33%	$90,895.00	$7,139.18
41	Vertical Platform Lift	$28,000.00	$0.00	$0.00		$0.00	0.00%	$28,000.00	$0.00
42	Fire Protection - Design	$24,000.00	$24,000.00	$0.00		$24,000.00	100.00%	$0.00	$1,860.27
42a	Fire Protection - Permits	$3,000.00	$3,000.00	$0.00		$3,000.00	100.00%	$0.00	$232.53
42b	Fire Protection - Mobilization	$10,500.00	$10,500.00	$0.00		$10,500.00	100.00%	$0.00	$813.87
42c	Fire Protection - Basement	$41,125.00	$32,900.00	$0.00		$32,900.00	80.00%	$8,225.00	$2,550.12
42d	Fire Protection - First Floor	$41,125.00	$39,068.75	$0.00		$39,068.75	95.00%	$2,056.25	$3,028.27
42e	Fire Protection - Second Floor	$41,125.00	$39,068.75	$0.00		$39,068.75	95.00%	$2,056.25	$3,028.27
42f	Fire Protection - Third Floor	$41,125.00	$39,068.75	$0.00		$39,068.75	95.00%	$2,056.25	$3,028.27
42g	Fire Protection - Riser	$6,500.00	$0.00	$4,875.00		$4,875.00	75.00%	$1,625.00	$377.87
42h	Fire Protection - Test	$1,500.00	$0.00	$0.00		$0.00	0.00%	$1,500.00	$0.00
43	Plumbing - Mobilization	$7,225.00	$7,225.00	$0.00		$7,225.00	100.00%	$0.00	$560.02
43a	Plumbing - B&O Tax	$8,640.00	$6,393.60	$0.00		$6,393.60	74.00%	$2,246.40	$495.58
43b	Plumbing - Supervision	$15,030.00	$11,873.70	$1,953.90		$13,827.60	92.00%	$1,202.40	$1,071.80
43c	Plumbing - Domestic Water Piping Materials	$30,255.00	$30,255.00	$0.00		$30,255.00	100.00%	$0.00	$2,345.10
43d	Plumbing - Domestic Water Piping Labor	$35,430.00	$35,430.00	$0.00		$35,430.00	100.00%	$0.00	$2,746.23
43e	Plumbing - Sanitary/Storm Piping Materials	$96,620.00	$96,620.00	$0.00		$96,620.00	100.00%	$0.00	$7,489.14
43f	Plumbing - Sanitary/Storm Piping Labor	$71,105.00	$71,105.00	$0.00		$71,105.00	100.00%	$0.00	$5,511.44
43g	Plumbing - Gas Piping Materials	$10,450.00	$10,450.00	$0.00		$10,450.00	100.00%	$0.00	$809.99
43h	Plumbing - Gas Piping Labor	$12,505.00	$12,505.00	$0.00		$12,505.00	100.00%	$0.00	$969.28

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43i	Plumbing - Plumbing Fixtures Material	$91,365.00	$86,419.20	$0.00		$86,419.20	94.59%	$4,945.80	$6,698.46
43j	Plumbing - Plumbing Fixtures Labor	$11,975.00	$1,556.75	$0.00		$1,556.75	13.00%	$10,418.25	$120.67
43k	Plumbing - Piping Insulation Installation	$41,400.00	$16,146.00	$17,388.00		$33,534.00	81.00%	$7,866.00	$2,599.26
44	HVAC - Mobilization	$17,500.00	$17,500.00	$0.00		$17,500.00	100.00%	$0.00	$1,356.45
44a	HVAC - Dafting/Coordination	$38,250.00	$38,250.00	$0.00		$38,250.00	100.00%	$0.00	$2,964.81
44b	HVAC - Basement - Ductwork/Pipe Mtl	$19,350.00	$17,415.00	$0.00		$17,415.00	90.00%	$1,935.00	$1,349.86
44b1	HVAC - Basement - Ductwork/Piping Labor	$24,325.00	$21,892.50	$0.00		$21,892.50	90.00%	$2,432.50	$1,696.92
44b2	HVAC - Basement - HVAC Equipment Mtl	$30,650.00	$24,520.00	$3,065.00		$27,585.00	90.00%	$3,065.00	$2,138.15
44b3	HVAC - Basement - HVAC Equipment Labor	$10,613.00	$7,429.10	$2,122.60		$9,551.70	90.00%	$1,061.30	$740.36
44b4	HVAC - Basement - HVAC Insulation M/L	$26,850.00	$4,027.50	$2,685.00		$6,712.50	25.00%	$20,137.50	$520.29
44b5	HVAC - Basement - HVAC Temp Controls	$21,450.00	$2,145.00	$2,145.00		$4,290.00	20.00%	$17,160.00	$332.52
44c	HVAC - First Floor - Ductwork/Pipe Mtl	$48,600.00	$46,170.00	$0.00		$46,170.00	95.00%	$2,430.00	$3,578.70
44c1	HVAC - First Floor - Ductwork/Piping Labor	$57,444.00	$54,571.80	$0.00		$54,571.80	95.00%	$2,872.20	$4,229.93
44c2	HVAC - First Floor - HVAC Equipment Mtl	$30,650.00	$24,520.00	$1,532.50		$26,052.50	85.00%	$4,597.50	$2,019.36
44c3	HVAC - First Floor - HVAC Equipment Labor	$14,150.00	$11,320.00	$707.50		$12,027.50	85.00%	$2,122.50	$932.27
44c4	HVAC - First Floor - HVAC Insulation M/L	$44,750.00	$13,425.00	$13,425.00		$26,850.00	60.00%	$17,900.00	$2,081.18
44c5	HVAC - First Floor - HVAC Temp Controls	$28,600.00	$5,720.00	$2,860.00		$8,580.00	30.00%	$20,020.00	$665.05
44d	HVAC - Second Floor- Ductwork/Pipe Mtl	$57,250.00	$51,525.00	$2,862.50		$54,387.50	95.00%	$2,862.50	$4,215.65
44d1	HVAC - Second Floor - Ductwork/Piping Lab	$67,506.00	$60,755.40	$3,375.30		$64,130.70	95.00%	$3,375.30	$4,970.85
44d2	HVAC - Second Floor - HVAC Equip Mtl	$38,312.00	$32,565.20	$1,915.60		$34,480.80	90.00%	$3,831.20	$2,672.65
44d3	HVAC - Second Floor - HVAC Equip Lab	$14,150.00	$12,027.50	$707.50		$12,735.00	90.00%	$1,415.00	$987.11
44d4	HVAC - Second Floor - HVAC Insulation M/L	$44,750.00	$13,425.00	$13,425.00		$26,850.00	60.00%	$17,900.00	$2,081.18
44d5	HVAC - Second Floor - HVAC Temp Controls	$28,600.00	$5,720.00	$2,860.00		$8,580.00	30.00%	$20,020.00	$665.05
44e	HVAc - Third Floor - Ductwork/Pipe Mtl	$55,488.00	$47,164.80	$0.00		$47,164.80	85.00%	$8,323.20	$3,655.80
44e1	HVAC - Third Floor - Ductwork/Piping Labor	$67,725.00	$57,566.25	$0.00		$57,566.25	85.00%	$10,158.75	$4,462.03
44e2	HVAC - Third Floor - HVAC Equipment Mtl	$53,637.00	$42,909.60	$5,363.70		$48,273.30	90.00%	$5,363.70	$3,741.73
44e3	HVAC - Third Floor - HVAC Equipment Labor	$14,150.00	$11,320.00	$1,415.00		$12,735.00	90.00%	$1,415.00	$987.11
44e4	HVAC - Third Floor - HVAC Insulation M/L	$53,700.00	$21,480.00	$10,740.00		$32,220.00	60.00%	$21,480.00	$2,497.41
44e5	HVAC - Third Floor - HVAC Temp Controls	$28,600.00	$5,720.00	$2,860.00		$8,580.00	30.00%	$20,020.00	$665.05
44f	HVAC - Roof- Piping M/L	$8,713.00	$3,049.55	$0.00		$3,049.55	35.00%	$5,663.45	$236.37
44f1	HVAC - Roof - HVAC Equipment Mtl	$430,000.00	$313,900.00	$0.00		$313,900.00	73.00%	$116,100.00	$24,330.80
44f2	HVAC - Roof - HVAC Equipment Labor	$17,687.00	$8,843.50	$3,537.40		$12,380.90	70.00%	$5,306.10	$959.66
44f3	HVAC - Roof - HVAC Insulation M/L	$8,050.00	$805.00	$805.00		$1,610.00	20.00%	$6,440.00	$124.79
44f4	HVAC - Roof - HVAC Temp Controls	$35,750.00	$3,575.00	$3,575.00		$7,150.00	20.00%	$28,600.00	$554.21
44g	HVAC - Testing & Balancing	$27,750.00	$0.00	$0.00		$0.00	0.00%	$27,750.00	$0.00
45	Electrical - Mobilization/Temporary	$41,355.00	$35,151.75	$2,067.75		$37,219.50	90.00%	$4,135.50	$2,884.93
45a	Electrical - Underground UT&C Duct Bank	$34,368.00	$34,368.00	$0.00		$34,368.00	100.00%	$0.00	$2,663.91

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 15
APPLICATION DATE: 02/01/22
PERIOD TO: 02/28/22
ARCHITECT'S PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
45b	Electrical - Lighting Fixtures Package (M)	$254,072.00	$30,488.64	$15,244.32		$45,732.96	18.00%	$208,339.04	$3,544.82
45c	Electrical - Lighting Fixtures Package (L)	$181,177.00	$36,235.40	$18,117.70		$54,353.10	30.00%	$126,823.90	$4,212.98
45d	Electrical - Switchgear Package (M)	$180,805.00	$144,644.00	$27,120.75		$171,764.75	95.00%	$9,040.25	$13,313.71
45e	Electrical - Switchgear Package (L)	$108,563.00	$96,621.07	$4,342.52		$100,963.59	93.00%	$7,599.41	$7,825.82
45f	Electrical - Emergency Generator Package	$170,845.00	$170,845.00	$0.00		$170,845.00	100.00%	$0.00	$13,242.42
45g	Electrical - Fire Alarm Package (M)	$91,621.00	$9,162.10	$18,324.20		$27,486.30	30.00%	$64,134.70	$2,130.50
45h	Electrical - Fire Alearm Package (L)	$58,440.00	$5,844.00	$11,688.00		$17,532.00	30.00%	$40,908.00	$1,358.93
45i	Electrical - Data/CCTV Package (M)	$309,499.00	$61,899.80	$46,424.85		$108,324.65	35.00%	$201,174.35	$8,396.38
45j	Electrical - Data/CCTV Package (L)	$56,717.00	$25,522.65	$2,835.85		$28,358.50	50.00%	$28,358.50	$2,198.10
45k	Electrical - Door Access Package (M)	$62,887.00	$15,721.75	$6,288.70		$22,010.45	35.00%	$40,876.55	$1,706.06
45l	Electrical - Door Access Package (L)	$17,105.00	$4,276.25	$1,710.50		$5,986.75	35.00%	$11,118.25	$464.04
45m	Electrical - Branch Power (M)	$25,590.00	$12,795.00	$3,838.50		$16,633.50	65.00%	$8,956.50	$1,289.28
45n	Electrical - Branch Power (L)	$93,183.00	$46,591.50	$13,977.45		$60,568.95	65.00%	$32,614.05	$4,694.78
45o	Electrical - Mechanical Equip Power Wiring (M)	$25,590.00	$10,236.00	$5,118.00		$15,354.00	60.00%	$10,236.00	$1,190.11
45p	Electrical - Mechanical Equip Power Wiring (L)	$93,183.00	$37,273.20	$18,636.60		$55,909.80	60.00%	$37,273.20	$4,333.64
46	B&O Tax	$303,800.00	$204,238.00	$22,650.00		$226,888.00	74.68%	$76,912.00	$17,586.38
47	CO #01-Sitework, Electrical	$50,800.00	$42,383.00	$0.00		$42,383.00	83.43%	$8,417.00	$3,285.16
48	CO #02 - Sitework Unsuitable	$136,975.00	$136,975.00	$0.00		$136,975.00	100.00%	$0.00	$10,617.11
49	CO #03 - UT&C, Temp. Under Drain Waterproofing	$9,876.00	$9,876.00	$0.00		$9,876.00	100.00%	$0.00	$765.50
50	CO #04 - Refrigerated Bottle Fillers	$9,540.00	$5,724.00	$0.00		$5,724.00	60.00%	$3,816.00	$443.67
51	CO #05 - Extend UT&C Conduits & Fiber	$26,762.00	$0.00	$0.00		$0.00	0.00%	$26,762.00	$0.00
	GRAND TOTALS	$15,691,953.00	$10,549,755.05	$1,162,304.47	$7,640.00	$11,719,699.52	74.69%	$3,972,253.48	$908,409.13

Users may obtain validation of this document by requesting of the licensee a completed AIA Document D401 - Certification of Document's Authenticity

PARTIAL WAIVER AND RELEASE OF LIENS
AND INDEMNITY AGREEMENT – CONTRACTOR

State of Pennsylvania
County of Allegheny

The undersigned is AP/AR Manager (title) of Rycon Construction Inc. (Contractor") which has a contract with Harrison County GSB the owner ("Owner") of a project known and commonly referred Harrison County Commission ("Project") the date of execution of this Partial Waiver and Release, Contractor warrants and represents the following to accurate:

Total Contract Value	$ 15,691,953.00
Total Amount Previously paid	$ 9,641,345.92
Total Amount Claimed due in Pending Application	$ 1,169,944.47

Contingent upon payment of the amount claimed due of $ 1,169,944.47 to, or for the benefit of Contractor, Contractor does hereby release Owner, the Project and the premises upon which the Project is located and any and all improvements thereon ("Property") from any and all claims, liens and/or rights to lien up to the amount paid to date, including the emount claimed due herein.

Contractor further represents and warrants that the individual executing this Partial Waiver is duly authorized and empowered to sign and execute this waiver on Contractor's behalf; that Contractor has properly performed all of the work pursuant to the plans and specifications and/or Contractor's agreement with Owner, and that Contractor has paid for any labor, materials, equipment and services that Contractor used or supplied to the above premises through the date of said payment application or invoice or that such materials or equipment were fully-paid open stock.

Contractor further agrees to indemnify, defend and hold harmless Owner from and against any and all suits, claims, damages, losses, costs, settlements, arbitration awards and expenses including, but not limited to mechanics' or materialmens' liens and any other similar such liens asserted against the Project, the Property or any existing improvements on the Property, or any part thereof arising out of the work or for any losses or expenses should any such claim, lien or right to a lien be asserted, either by Contractor or by any subcontractor, supplier, laborer, materialman or sub-subcontractor of Contractor.

Contractor further accepts and acknowledges the receipt of the aforesaid sums in full accord and satisfaction for the work performed or supplied to date and in full and final satisfaction of any and all claims as of the date hereof, with full knowledge that Owner (and its successors and assigns) are relying on such representations in making the payment.

In addition, for and in consideration of the amounts and sums received, Contractor hereby waives, releases and relinquishes any and all claims, rights or causes of action whatsoever arising out of or in the course of the work performed on the Project prior to the date hereof, excepting those specific claims listed below, if any, for unapproved change orders or other disputed amounts claimed due. Those claims, if any exist, are limited to the following. (Include description of any claim, disputed change order, and amount claimed due).

Signed and delivered this 28 day of February, 2022.

Signed: Dena DiVirgilio

Print: Dena DiVirgilio, AP/AR Manager

ACKNOWLEDGEMENT

State of Pennsylvania
County of Allegheny

Before me, the undersigned Notary Public in and for the said 28th day of February, 2022.

Notary Public: Emily Leberfinger

Printed Name: Emily Leberfinger

SEAL

Commonwealth of Pennsylvania - Notary Seal
Emily Leberfinger, Notary Public
Allegheny County
My commission expires September 6, 2025
Commission number 1407192
Member, Pennsylvania Association of Notaries

{20291 01/384558:}

EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY): 12/13/2019

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE ADDITIONAL INTEREST.

AGENCY PHONE (A/C, No, Ext): PRODUCER AA5097 GEORGE A REED AGENCY INC 340 SIEBERT RD PITTSBURGH, PA 15237-2835	COMPANY TO BE ADVISED
FAX (A/C, No): E-MAIL ADDRESS: CODE: SUB CODE: AGENCY CUSTOMER ID #: SIGN PRO.	LOAN NUMBER POLICY NUMBER EFFECTIVE DATE enter dates EXPIRATION DATE CONTINUED UNTIL TERMINATED IF CHECKED THIS REPLACES PRIOR EVIDENCE DATED:

PROPERTY INFORMATION

LOCATION/DESCRIPTION
Fabrication in Storage (show location)

Product is stored in our shop at
483 Brownsdale Rd. Renfrew PA 16053

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

COVERAGE INFORMATION — PERILS INSURED: [ ] BASIC [ ] BROAD [X] SPECIAL [ ]

COVERAGE / PERILS / FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Business Personal Property, including Inventory and Work in Progress	Policy Limit Applicable	

14	Type P	$450.00	24	Type CM-8	$420.00	
15	Type Q	$15.00	25	Type CM-9	$1,400.00	
17	Type CM-1	$285.00	26	Type CM-10	$1,800.00	
18	Type CM-2	$360.00	27	Type CM-11	$2,075.00	
19	Type CM-3	$360.00	28	Type CM-12	$3,500.00	
20	Type CM-4	$400.00	29	Type V-1	$75.00	
21	Type CM-5	$400.00	33	Submittals	$1,989.80	
22	Type CM-6	$1,045.00			$ 14,955	
23	Type CM-7	$380.00				

REMARKS (Including Special Conditions)

Harrison County General Services

- 7315 (January Application)
+ 7640 - Feb. Application

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

ADDITIONAL INTEREST

NAME AND ADDRESS		
Rycon Construction 2501 Smallman St Pittsburgh PA 15222	[ ] ADDITIONAL INSURED [ ] LENDER'S LOSS PAYABLE [ ] LOSS PAYEE [ ] MORTGAGEE	
	LOAN #	
	AUTHORIZED REPRESENTATIVE	

ACORD 27 (2016/03)

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Erie Insurance

CERTIFICATE OF INSURANCE

— THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY —

DATE ISSUED (MM/DD/YY): 2/7/22

Home Office • 100 Erie Insurance Place • Erie, Pennsylvania 16530 • 814.870.2000
Toll free 1.800.458.0811 • Fax 814.870.3126 • www.erieinsurance.com

NAME AND ADDRESS OF AGENCY: GEORGE A REED AGENCY INC
340 SIEBERT RD
PITTSBURGH, PA 15237-2835

AGENT'S NO.: AA5097

COMPANY(IES) AFFORDING COVERAGE
Co.: C ERIE INSURANCE COMPANY
Co.: D ERIE INSURANCE PROPERTY & CASUALTY COMPANY
Co.: E ERIE INSURANCE EXCHANGE, Erie Indemnity Co., Attorney-In-Fact (Not Applicable in NY)
Co.: F ERIE INSURANCE COMPANY OF NEW YORK
Co.: G FLAGSHIP CITY INSURANCE COMPANY

NAME AND ADDRESS OF NAMED INSURED
BUZZA INC, DBA SIGN PRO
483 BROWNSDALE ROAD
RENFREW, PA 16053

This certificate is issued for information purposes only and confers no rights on the certificate holder. It does not affirmatively or negatively amend, extend, or otherwise alter the terms, exclusions and conditions of insurance coverage contained in the policy(ies) indicated below. The terms and conditions of the policy(ies) govern the insurance coverage as applied to any given situation. Limits shown may have been reduced by claims paid. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer and the certificate holder.

This is to certify that policies, as indicated by the Policy Number below, are in force for the Named Insured at the time that the Certificate is being issued.

CO Ltr	Add'l Ltr Ins'd	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
E	X	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE ☒ OCCUR ☐ ☐ GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC	Q44 0750710	8/7/21	8/7/22	EACH OCCURRENCE FIRE DAMAGE (Any One Fire) MED EXP (Any One Person) PERSONAL & ADV. INJURY GENERAL AGGREGATE PRODUCTS-COMP/OP AGG	$ 1,000,000 $ 1,000,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
E	X	AUTOMOBILE LIABILITY ☐ "ANY AUTO" (OWNED, HIRED, NON-OWNED) X OWNED X HIRED X NON-OWNED ☐ GARAGE	Q08 0730713	8/7/21	8/7/22	BODILY INJURY (EACH PERSON) BODILY INJURY (EACH ACCIDENT) PROPERTY DAMAGE BODILY INJURY AND PROPERTY DAMAGE COMBINED	$ $ $ $ 1,000,000
E	X	EXCESS LIABILITY X OCCURRENCE ☐ RETENTION $	Q32 0770197	8/7/21	8/7/22	EACH OCCURRENCE AGGREGATE	$ 4,000,000 $ 4,000,000 $ $
E		WORKERS COMPENSATION & EMPLOYERS LIABILITY	Q92 5700159	8/7/21	8/7/22	STATUTORY BODILY INJURY ACCIDENT BODILY INJURY DISEASE BY DISEASE	$ 100,000 EACH ACCIDENT $ 500,000 POLICY LIMIT $ 100,000 EACH EMPLOYEE
		OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
Additional Insured & loss payee: Rycon Construction, Inc. re: stored material for Harrison County job

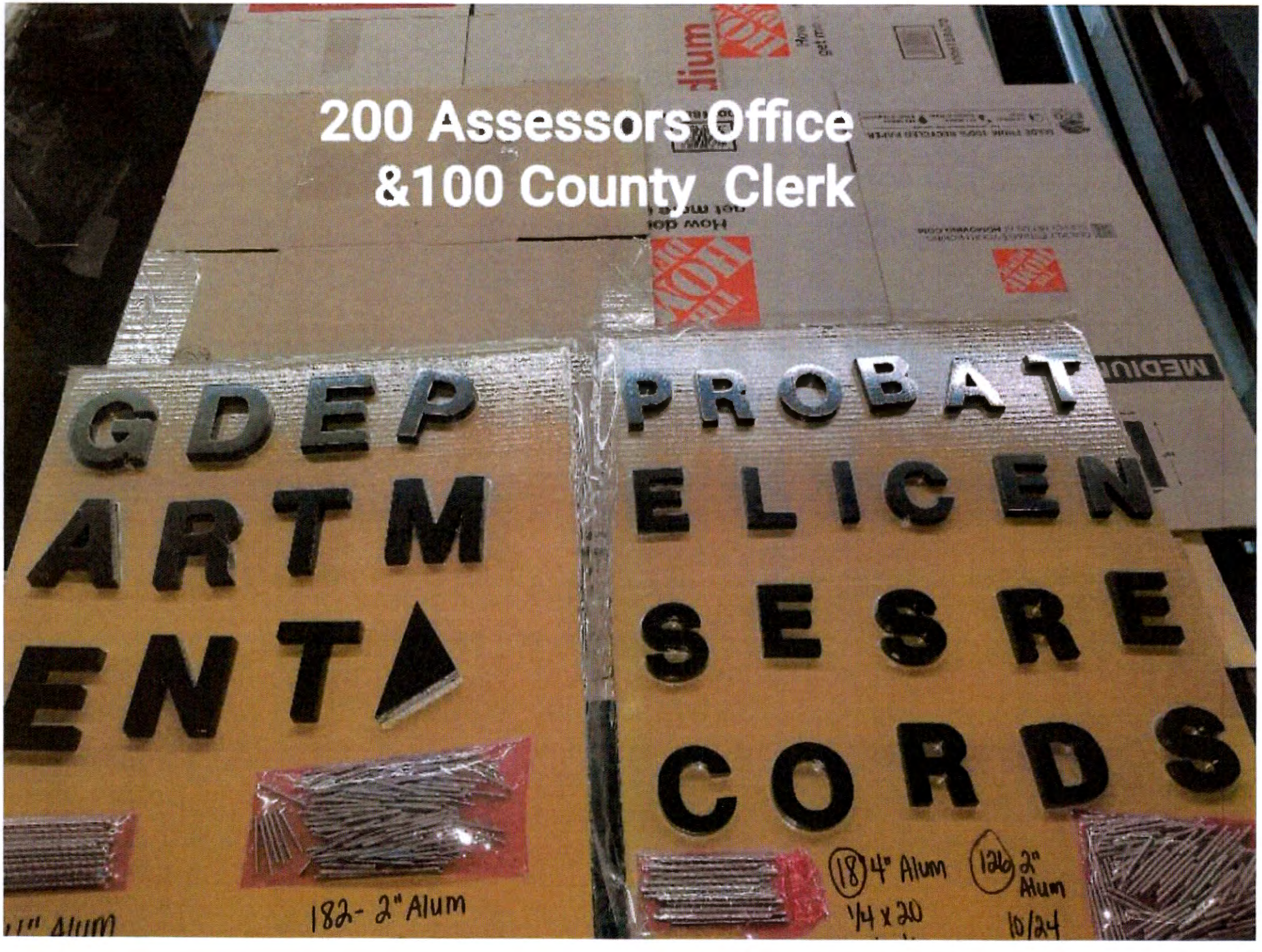
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

NAME AND ADDRESS OF CERTIFICATE HOLDER
Rycon Construction, Inc.
2501 Smallman Street
Suite 100
Pittsburgh, PA 15222

AUTHORIZED REPRESENTATIVE
James Reed


300 Voters Registration
03
300 < Voter registration...
300 < Voter registration...


200 Assessors Office
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182- 2" Alum
(18) 4" Alum
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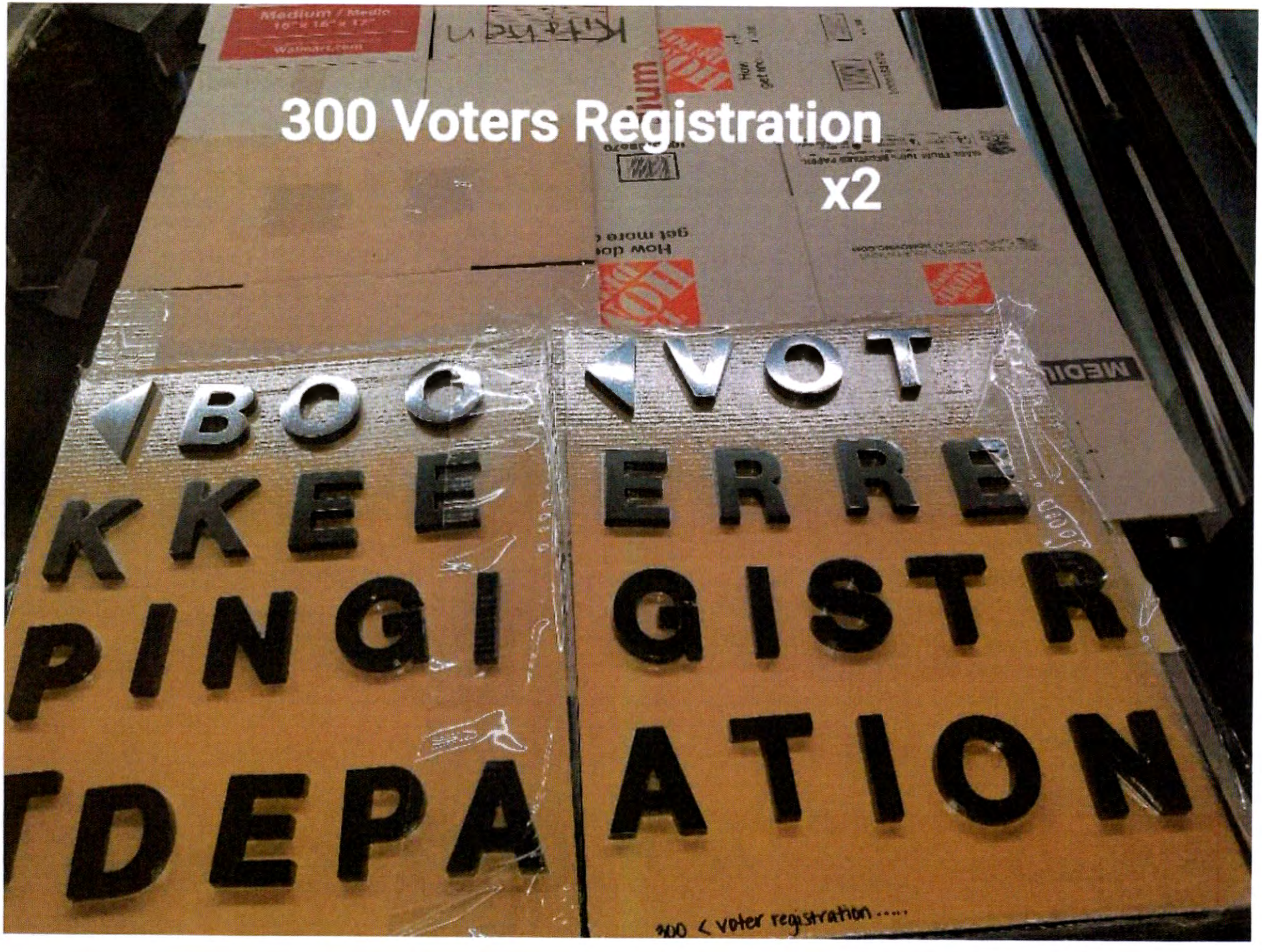
300 Voters Registration
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100 County Clerk
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COUNTY
CLERK
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200 Assessors Office
200 < Assessor's office ....
200 · Assessor's office ....


Assessors Office
56-2" Alum
10/24S
Assessor's office
56- 2" Alum 10/24


Commision Meeting
room set 1 &2, Planning
Department
County Commision
COMM
ISSIO
NMEE
DARTM
ENT
COMM
ISSIO
NMEE
COUNT
YCOM
set 2 Commission meeting room
County Commission
Commission meeting room


Voter Registration
ASSESSOR'S OFFICE
56-2" Alum
10/24S
Assessor's office
ASSESSOR'S OFFICE
56-2" Alum 10/24
Assessor's office


300 Voter Registration,
Planning Dept. & County
Clerk
RTME
NTAC
OUNT
YCOM
COUN
TYCL
ERK
PLANN
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200 Assessors Office
FFTAX
OFFIC
E PLA
VNIN
ASSE
SSOR
SOF
FICES
HERI
200 / Assessors Office

JOHN SPIRES

HARRISON COUNTY CLERK

Phone: 304-624-8675 • Fax: 304-624-8575 • Email: jspires@harrisoncountywv.com

301 W. Main Street • Clarksburg, West Virginia 26301

February 28, 2022

Harrison County Commission
Susan Thomas
David Hinkle
Patsy Trecost

Dear Commissioners:

Would you please make the following transfers regarding my current budget for fiscal year 2021-2022?

402-342 (Record Books)	-$6,000.00 DECREASE
402-109 (Extra Help)	+$6,000.00 INCREASE
413-103-00 (Salary-Poll workers)	-$4,000.00 DECREASE
413-103-02 (Salary-Employees)	+$4,000.00 INCREASE

Thank you in advance for your time and consideration with this matter.

Sincerely yours,

John R Spires
Clerk of the Harrison County Commission

HARRISON COUNTY PROSECUTING ATTORNEY'S OFFICE
RACHEL ROMANO, PROSECUTING ATTONEY

10

Memo

To: Laura Pysz

From: Rachel Romano

Date: March 1, 2022

Re: Budget Revision

Please make the following line item budget revisions to the current 2021-2022 budget for the Prosecuting Attorney's Office:

From:
405-341 Materials & Supplies $ 150.00

To:
405-349 Charges by Other Gov Units $ 150.00



Signature Line

BUSINESS ZONING COMPLIANCE

ZONING COMPLIANCE BY APPLICANT FOR A LIMITED VIDEO LOTTERY RETAILER LICENSE

YOU ARE REQUIRED TO TAKE THIS FORM TO YOUR LOCAL CITY OR COUNTY ZONING OFFICE FOR COMPLETION. PLEASE RETURN THE COMPLETED FORM WITH YOUR APPLICATION.

To: The Building Official of the Municipality of _____
The Building Official of the County of _____
The Clerk or Recorder of the Municipality of _____
The County Clerk/Administrator of the County of _____

Take Notice:

- West Virginia Limited Video Lottery Act [W.Va. Code §29-22B-1902(b)] says:

  The provisions of this article preempt all regulations, rules, ordinances and laws of any county or municipality in conflict herewith: Provided That nothing herein shall invalidate any zoning law, or Sunday closing law under article 61-10-1, et seq., of this code.

- The following individual, business, fraternal organization, or veterans organization is applying to the State Lottery Commission for a limited video lottery retailer license within your jurisdiction:

  Business Name: Alley 304

  Street Address: 1221 E Pike St

  County: Harrison

  City: Clarksburg State: WV

  Zip Code: 26301

- Please confirm there is (yes) ☐ /is not (no) ☐ a zoning ordinance(s) that specifically would prohibit limited video lottery gaming on the premises, or that the limited video lottery gaming on the premises constitutes an allowed non-conforming use of the property under West Virginia Code Chapter, 8A.

If checked yes, provide a letter signed by an authorized agent of the County Commission indicating the reasoning for permitting the establishment to operate in the county.

I,_____, do hereby certify this is a true city/county zoning confirmation for this "Business Zoning Compliance Form" for the Applicant applying for a Limited Video Lottery Retailer License which was served on this the

_____day of_____, 20___.

_____
Authorized signature for jurisdiction



HARRISON COUNTY COURT HOUSE

Harrison County Commission

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

COMMISSIONERS
DAVID L. HINKLE
SUSAN J. THOMAS
PATSY TRECOST II

March 9, 2022

WV Lottery
LVL Accounting
PO Box 2067
Charleston, West Virginia 25327-2067

Dear Commissioner:

This letter is to advise you that the Harrison County Commission has no objection to a video lottery license being issued to Ben Scroggins for the establishment Alley 304, located at 1221 East Pike Street, Clarksburg, West Virginia 26301, who is applying for video Lottery License. The Harrison County Commission discussed this at the meeting held on March 9, 2022 and it was approved.

If further information is needed, please advise.

Sincerely,

Susan J. Thomas, President
Harrison County Commission

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United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, February 23, 2022, through Tuesday, March 1, 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, February 23, 2022, the following matters were disposed of in the presence of the Clerk:

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

POLLY OLIVERIO WASHBURN, who was named in the last will and testament of **ALEXANDRA TRZCINSKI**, deceased, as EXECUTRIX thereof, qualified as such. Bond was 10,000.00.

A duly certified copy of the last will and testament of **VIRGINIA SIMMONS**, deceased, late a resident of Gilmer, West Virginia, was admitted to record.

On, Friday, February 25, 2022, the following matters were disposed of in the presence of the Clerk:

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **TRACY D HARRIS-CHILDERS** was appointed and qualified as ADMINISTRATRIX of the estate of **WILLIAM E HARRIS JR**, deceased. Bond was 55,000.00

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

DAVID G TRADER, who was named in the last will and testament of **GALE LLOYD TRADER**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

A duly exemplified copy of the last will and testament of **DOUGLAS W SAUNDERS**, deceased, late a resident of WINDHAM, VERMONT, was admitted to record.

On, Monday, February 28, 2022, the following matters were disposed of in the presence of the Clerk:

The said estate of **JESSE WILLARD JOHNSON**, 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, **AARON MICHAEL BARBERIO** was appointed and qualified as ADMINISTRATOR of the estate of **ROBERT CHRISTOPHER BARBERIO**, deceased. Bond was 15,000.00.

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

SAMUEL MADIA, who was named in the last will and testament of **KURT GEORGE SKASIK**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

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

MARGARET L HARBERT, who was named in the last will and testament of **LEONARD CATTANEO JR**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Tuesday, March 1, 2022, the following matters were disposed of in the presence of the Clerk:

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **MICHELE DAWN WILLIAMS** was appointed and qualified as ADMINISTRATRIX of the estate of **MADELINE GRACE WILLIAMS**, deceased. Bond was 2,000 .00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **BRENDA KAY THOMPSON** was appointed and qualified as ADMINISTRATRIX of the estate of **SARA SUE STEELE**, deceased. No bond was required.

John R Spires
Clerk of the Harrison County Commission

Wednesday, March 9, 2022

Confirmed