Wednesday, March 23, 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 & Proclamation --- American Red Cross --- Jason Keeling

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices**
   - **A. Steven Hunter Maul --- Transfer --- from Courthouse to 911/OEM**
   - **B. Karla J. Hall --- PT Seasonal --- Parks & Rec (Dinosaurs)**
   - **C. Angela D. Hoskinson --- Re-hire --- PT Seasonal --- Parks & Rec (Dinosaurs)**
   - **D. Kim J. Hyman --- Re-hire --- PT Seasonal --- Parks & Rec (Dinosaurs)**
   - **E. Michael Hammond --- Transfer from 700 Law Enforcement to 730 Security --- Sheriff**
4. **Minutes and /or Amended Minutes of Previous Meeting**
   - **A. Special Work Session Minutes 03-02-2022**
   - **B. Regular Meeting Minutes 03-02-2022**
   - **C. Regular Meeting Minutes 03-09-2022**
5. **Requisitions --- Purchase Orders --- Invoices**
   - **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. (03-23-2022) --- UMB Bank --- $1,569.83**
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: #53 --- Silling Associates, Inc. $5,373.50
B. Requisition: #54 --- Silling Associates Inc. $15,084.27

9. Review – Discuss – Consider Giving a Parcel of Land Located in Lost Creek to the Town Of Lost Creek
10. Review – Discuss – Consider Entering into Agreement with Clarksburg Park Board for Ice Skating Rink, Pickle Ball, and Pavilion at VA Park
11. Review - Discuss - Consider Allotment of $600,000.00 to CKB Airport
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:
    1. East View PSD --- Meeting Minutes 02-15-2022
    2. East View PSD --- Meeting Minutes 03-08-2022
    3. Greater Harrison County PSD --- Agenda 03-16-2022
    4. Greater Harrison County PSD --- Meeting Minutes 02-16-2022
    5. Greater Harrison County PSD --- Financials 02-2022
D. Charter Communications --- Upcoming Changes

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

10:05 AM.

3-23-2022

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

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

Date of Request: March 16, 2022

Organization Name: American Red Cross

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

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

Telephone: 681.209.5632 Fax: N/A E-mail: jason.keeling2@redcross.org

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

TOTAL Cost of Project/Activity: $ 47,000

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

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

Have you previously received funds from the Harrison County Commisson: Y N
If Yes, how much? If funded multi years - list by fiscal year?
When: FY21 ; how much: $ 52,000
When: FY20 ; how much: $ 2,500
When: FY18 ; how much: $ 2,000

Purpose of request (one sentence): Home Fire Campaign

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

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

Funds will help provide disaster response services to those who have experienced a home fire in Harrison County, to meet their immediate needs of shelter, clothing, food, replacement of lost medications/eyeglasses, and emotional support, at no cost to those impacted. Funds also help with fire prevention education services and smoke alarm installations at no cost to recipients.

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

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

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

Please attach to this Request the following:

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

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

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

Signature and Title of Applicant Jason Keeling, Executive Director **Date** March 16, 2021

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: $_____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

Name of Organization/Applicant

FINAL REPORT OF THE SPECIAL FUNDING REQUEST

AMOUNT RECEIVED FROM THE HARRISON COUNTY COMMISSION: $

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

	$
	$
	$
	$
	$
TOTAL	$

NAME OF PROJECT/EVENT:

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

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

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

United Way of Harrison & Doddridge Counties	$ 15,000
Your Community Foundation	$ 3,000
Lee and Jeanne Gren	$ 3,000
Weyerhaeuser	$ 2,500
TOTAL	$ 23,500

I CERTIFY THAT THE ABOVE INFORAMTION IS CORRECT

Jason Keeling, Executive Director, American Red Cross — Applicant

Mar 16, 2022 — Date

(Revised 8/19/14)

Submit Form | Print Form | Reset Form

IRS 501(c)(3) Tax Exempt Determination Letter

American National Red Cross

EIN 53-0196605

On December 12, 1938, the Internal Revenue Service issued a ruling letter confirming The American National Red Cross and its units [all under **EIN 53-0196605**] are exempt from the payment of federal income tax and are entitled to receive tax-deductible donations.

This ruling was reaffirmed in a letter ruling on February 12, 2021. A copy of this letter can be found here:

IRS 501(c)(3) Tax Exempt Determination Letter

Note: The name and address appearing at the top of the letter is associated with the organization's outside legal counsel and should not be used as an official Red Cross address or point of contact under any circumstances. For any questions concerning the letter, including the listed name and address, please contact Lauren Sullivan, Assistant Corporate Secretary.

American Red Cross
Allegheny Highlands

Chapter Board of Directors

Updated January 2022

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

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

Jim Crowder, External Affairs Consultant
FirstEnergy
700 East Fourth Street
Cumberland, Md. 21502
(717) 860-6792 | Mobile
jcrowde@firstenergycorp.com
Member of Diversity & Inclusion Committee

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

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

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

Heather McIntyre
The Aquatic Center &
Track Complex at Mylan Park
1847 Fitness Way
Morgantown, WV 26501
(304) 933-2785 | Office
(304) 319-3249 | Mobile
hmcintyre@mylanpark.org
Philanthropy Committee Member

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

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

Aaron Yanzuo, MBA, VP of Operations
WVU Medicine, Fairmont Medical Center
Assistant VP of Support Services,
Reynolds Memorial Hospital
1028 Excalibur Drive
Morgantown, WV 26508
(412) 298-6901 | Mobile

3-A

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO	
3/25/2022			
NAME: Steven Hunter Maul		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☒ DEPARTMENT	424	711
☐ 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) moved from Courthouse to JSJ Complex - assigned to 911/OEM

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE
HUMAN RESOURCES MANAGER [signature]	DATE 3/15/2022

PRINTED IN U.S.A. Rev 3/16 Re-order Form #08320 ©copyright 2020 Amsterdam Printing, Amsterdam, N.Y. 12010
Toll Free 1-866-466-1438 or online www.amsterdamforms.com
Amsterdam®

3-B

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
3.25.22		

NAME	ADDRESS
Karla J Hall	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		900	P-T

OFFICE USE ONLY:
Date received: _____
Reviewed by: _____

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☐ RATE	12 -	
☐ 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) D-T Seasonal help for dinosaur exhibit

16-2022
Lowe
Maiden
on WV 26201
State Zip
75@yahoo.com
u: ANY
y to work? ✓YES ___NO
bility will be required if hired.)
ork: (please indicate)
___ Monday: ANY
___ Wednesday: ANY
___ Friday: ANY
R PART-TIME

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 3-15-22
HUMAN RESOURCES MANAGER	DATE 3-15-22

EARS D	MAJOR & DEGREE
Ed	Diploma
3	

Rev 3/16 Re-order Form #08320 ©copyright 2020 Amsterdam Printing, Amsterdam, N.Y. 12010
Toll Free 1-866-466-1438 or online www.amsterdamforms.com
Amsterdam

employment, but less than a full and complete response can result in termination.)

For each conviction, please state the nature of the crime, the date of conviction, the jurisdiction in which you were prosecu ted, the sentence imposed (including probation), and any additional explanation you wish to provide. _____

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
3-25-22		[redacted]
NAME		ADDRESS
Angela D Hoskinson		[redacted]
PHONE	CITY/STATE/ZIP	DEPARTMENT / SHIFT
[redacted]	[redacted]	900 / D-T

Please print, fill out and return to:
Harrison County Parks and Recreation
43 Recreation Drive
Clarksburg, WV 26301

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☐ RATE	12-	
☐ ADDRESS/PHONE		
☐ 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) D-T Help for Dinosaurs

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 3-15-22
HUMAN RESOURCES MANAGER	DATE 3-15-22

Rev.3/16 Re-order Form #08320 ©copyright 2020 Amsterdam Printing, Amsterdam, N.Y. 12010
Toll Free 1-866-466-1488 or online www.amsterdamforms.com
Amsterdam

on Commission and its program and the number of
shes and needs of our employees as far as work
ards to work assignments and work hours.

M.I. D Date 3-2-22

Apartment/Unit #

ZIP 26386

31

7042

ite?	YES	NO
	YES	NO
]	Evenings ☐	
	YES	NO

Clarksburg (at the time)
Assoc Degree)

application or interview

In addition, I am granting the Harrison County Commission/Harrison County Parks and Recreation Commission permission to conduct reference inquires, except where indicated, otherwise by me, and further that a Criminal Background Check may be completed once an offer of employment is made to me. I understand that nothing in this application or the interview process is intended to create an employment contract between the County and me.

Signature: [signature] Date 3-2-22

Harrison County Commission/Harrison County Parks and Recreation is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, gender, relation, age, disability, political belief, veteran's status, sexual orientation, or martial or family status. A TDD for the hearing impaired is located in the Harrison County Commission Office and the phone number for the TDD is 304.624.8600. Anyone having questions concerning or needing special accommodations should contact the ADA Coordinator c/o Harrison County Planning Commission.

PAYROLL CHANGE NOTICE

3-D

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
3-25-22		

NAME	ADDRESS
Kim J Hyman	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		900	P-T

Please print, fill out and return to:
Harrison County Parks and Recreation
3 Recreation Drive
Clarksburg, WV 26301

Commission and its program and the number of
es and needs of our employees as far as work
ds to work assignments and work hours.

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☐ RATE	12	
☐ ADDRESS/PHONE		
☐ 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) P-T help for dinosaurs

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 3-15-22
HUMAN RESOURCES MANAGER	DATE 3-15-22

PRINTED IN USA Rev 3/16 Re-order Form #08320 ©copyright 2020 Amsterdam Printing, Amsterdam, N.Y. 12010
Toll Free 1-866-466-1438 or online www.amsterdamforms.com
Amsterdam

M.I. J | Date

Apartment/Unit #

ZIP 26301

610

7

te? YES NO

YES NO

☐ Evenings ☒

YES ☒ NO

y application or interview

In addition, I am granting the Harrison County Commission/Harrison County Parks and Recreation Commission permission to conduct reference inquires, except where indicated, otherwise by me, and further that a Criminal Background Check may be completed once an offer of employment is made to me. I understand that nothing in this application or the interview process is intended to create an employment contract between the County and me.

Signature: Kim Hyman Date 2-8-22

Harrison County Commission/Harrison County Parks and Recreation is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, gender, relation, age, disability, political belief, veteran's status, sexual orientation, or martial or family status. A TDD for the hearing impaired is located in the Harrison County Commission Office and the phone number for the TDD is 304.624.8600. Anyone having questions concerning or needing special accommodations should contact the ADA Coordinator c/o Harrison County Planning Commission.

PAYROLL CHANGE NOTICE

3-E

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
3/25/2022		

NAME	ADDRESS
Michael Hammond	

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

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
■ DEPARTMENT	700	730
□ JOB	Law Enforcement	Security
□ 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) Effective 3/25/2022 , please move Michael Hammond's salary line item from 700-103-00 to 730-103-00, his salary will remain the same.

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Robert J. Matthew, Sheriff	DATE 03-11-2022
HUMAN RESOURCES MANAGER	DATE

Rev 3/16 Re-order Form #08320 ©copyright 2016 Amsterdam Printing, Amsterdam, N.Y. 12010
Toll Free 1-866-466-1438 or online www.amsterdamforms.com
Amsterdam

4-A

At a special work session of the County Commission of Harrison County held on Wednesday March 2, 2022, Commissioners Susan J. Thomas, and Patsy Trecost II were present. Commissioner David Hinkle was present on zoom. Also present were John Spires, County Clerk, and Laura Pysz, County Administrator. All motions passed unanimously unless otherwise noted.

1:00 P.M. --- Call to Order --- Invocation --- Pledge of Allegiance

Budget Proposals of Elected Officials:

- Assessor – 1:00-1:20 – Rocky Romano, Assessor, stated their budget is not complete as they are awaiting on certification with oil and gas from the State. They hope to have certification tomorrow. Romano stated that he asked for a 3% increase for his employees, which is after the step grade increase is in place. Romano stated his salary is supposed to go out to the house today for vote. Christine Murphy, Administrative Assistant, stated advertising was increased to $5,000.00, Murphy stated she did an increase for dues and subscriptions. Murphy stated equipment line item was increased $15,000 because they are getting a new rolo-dex filing system. Romano talked about the cost of moving existing file systems. Thomas stated we are getting into the unknown cost of the new building. Thomas asked for clarification on the extra help and overtime line items.
- Circuit Clerk 1:20-1:40 – Albert Marano, Circuit Clerk, submitted his proposed budget. Clerk salary is the same. Marano asked for a 3% increase in cost of living raises, along with the step increase. Marano said they will be hiring a new individual, but money is there from the person that left to take another job. Marano asked for $10,000 in overtime. Extra help remains the same at $17,000, which normally would be used up. Travel and training remains the same. Materials and supplies have some money

remaining, but they will be ordering file folders, which are on back-order. Record books and new equipment will remain the same.

- County Clerk 1:40-2:00 – John Spires, County Clerk, presented a 2% increase for cost of living increase, along with normal step increases. Spires presented an increase of $4,500 for extra help to cover absences. Spires increased new equipment of $2,500.00 for the upcoming general election. Hinkle asked to see the numbers with a 3% cost of living increase, with and without the step increase.

Hinkle made a motion to recess until 2:00 pm. Motion carried.

Trecost made a motion to enter work session. Motion carried.

- Prosecuting Attorney 2:00-2:20 – Rachel Romano, Prosecutor, spoke about increase for the salary line item of 3% cost of living increase. Longevity line item has gone down by attrition. All other line items remain the same and she asked that they remain the same for next year. Romano stated she is going to ask for an additional prosecutor for a G-1 salary. This is not reflected in her budget. Romano made an open request to have 11 attorney's park in any potential open parking garage spots when the general service annex opens. Thomas stated they are entering unknown expenses with the new building and just wanted to make her aware of that. Hinkle asked if the new attorney would be 40 hours a week. Romano said she would be full-time.
- Sheriff 2:20-2:40 – Robert Matheny, Sheriff, stated that in regards to the courthouse security, jail staging, process and home confinement, he is confident in the current budget. Matheny asked that any cost of living raise be considered for his employees. For the tax office, Matheny asked for an increase of $4,000.00 in overtime since comp time is no longer an option. For the tax office, Matheny asked for an increase of $2,000.00 for new equipment. For the tax record books, Matheny has asked for $300.00. Matheny said it is possible to decrease or eliminate the extra help line item as they no longer hire summer help. For law enforcement, Matheny asked for an increase of salaries of $13,000 plus cost of living raise. Matheny would like to reclassify two existing sergeant positions and make them lieutenants and the cost would be $6,000 for each position. The two sergeant's position would be eliminated. Matheny spoke about the condition of patrol cars and would like to see an increase of $300,000.00 in the line item for new equipment budget. Matheny said he would like to get 24 cars over a 3 year rotating term. Matheny said they do over 250 mental hygiene hearings a year, with most of them going to Huntington so they put a lot of mileage on the cars. Matheny said they have 77 vehicles total in their fleet. Thomas stated she is all for increase in salaries, but we are entering into the unknown with the new building. Hinkle asked about money in last year's budget to purchase vehicles.

Hinkle asked if there was going to be a work session for working on the budget. Hinkle asked for more than one date to be considered in case he has a conflict with a particular date.

Thomas adjourned the work session.

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

_____ _____

Susan J. Thomas, President Date

DRAFT

4-B

DRAFT

At the regular meeting of the County Commission of Harrison County held on Wednesday March 2, 2022, Commissioners Susan J. Thomas, and Patsy Trecost II were present. Commissioner David Hinkle was present on zoom. Also present were John Spires, County Clerk, and Laura Pysz, County Administrator. Commissioner Thomas opened the meeting and Patsy Trecost led those present in prayer and in the Pledge of Allegiance to the Flag. All motions passed unanimously unless otherwise noted.

Appointments:

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

10:05 A.M. --- Funding Request --- Harrison County WV Historical Society --- Sherri Heavner – Trecost made a motion to approve $5,000.00. Hinkle made a motion to amend the motion to approve $6,500.00. Trecost approved the amendment to his motion. Motion carried.

NEW BUSINESS – Action Items for Consideration or Approval:

1. Public Comment Period – Sandra Patterson, from Wolf Summit, spoke of issues with her property and rail trail issues.
2. Consent Agenda – Trecost made a motion to approve. Motion carried.
3. Payroll Change Notices – Trecost made a motion to approve A-E. Hinkle asked about an employee that was suspended without pay and that payroll change was not included in the payroll change notices. Thomas stated it is a personnel matter and it can't be discussed. Hinkle stated he didn't want to discuss it, but it is a payroll change. Hinkle asked why it wasn't placed on this agenda. Pysz, County Administrator, stated she would get with legal and look into it. Hinkle asked to go into Executive Session for personnel matters. Thomas stated it was not on the agenda to go into Executive Session. Hinkle stated he felt that under the Open Meeting acts that he could ask to go into Executive Session. Trey Simmerman, County Attorney, stated it would be permissible to go into Executive Session to discuss attorney/client privilege, but it was not on the agenda to go into Executive Session. Simmerman stated that under the handbook, the County Administrator is vested with the authority to suspend individuals. For the motion to go

into Executive Session, Hinkle voted yes. Trecost and Thomas voted no. Motion failed. Motion is still on the floor to approve A-E. Motion carried.

A. Erin J. Bennett---Resignation---Effective 02-18-2022---Circuit Clerk
B. Wayne Worth---Moved to Supervisory Matrix---Effective 03-10-2022--- Community Corrections
C. Melissa Owens---Moved to Supervisory Matrix---Effective 03-10-2022--- Community Corrections
D. Bryan Lowther---FLMA---911
E. Trevor Vance--- FMLA---911

4. Minutes and /or Amended Minutes of Previous Meeting - Trecost made a motion to approve A-D. Motion carried.
   A. Regular Meeting Minutes 02-16-2022
   B. Board of Review and Equalization Minutes --- 02-01-2022
   C. Board of Review and Equalization Minutes --- 02-17-2022
   D. Board of Review and Equalization Minutes --- 02-18-2022
5. Requisitions --- Purchase Orders --- Invoices – Trecost made a motion to approve 5A. Hinkle questioned which line item Prehistoric Planet came out of. Laura Pysz, County Administrator, stated it came out of Parks and Recreation. Hinkle questioned how many hours Simmerman Law Office billed for. Hinkle asked that Parks and Recreation bills be placed separate, and not be included in the county responsibilities. Pysz stated the breakdown for Simmerman Law Office included Trey Simmerman for a total of 66.7 billable hours. For Benjamin Hanlin, the total hours billed was 4.5 hours. Motion to approve 5A carried.
   A. Vendor Requisition List of Payments
6. Exonerations --- Corrective Tickets --- Joint Property Application – Trecost made a motion to approve A & B. Motion carried.
   A. Exonerations --- See Exhibit A
   B. Corrective Tickets --- See Exhibit B
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) – Trecost made a motion to move forward and approve 7A. Motion carried.
   A. Requisition for Payment No. 45 --- Greenberg Traurig $580.00
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 – Trecost made a motion to approve requisition. Motion carried. Pysz, County Administrator, mentioned Rycon's retainer is now reduced from 9% to 5%. Glenn Savage, from Rycon, spoke on the process of future reductions of retainage. Savage stated the surety for Rycon has agreed to the reduction as well. Motion carried.
   A. Requisition Number: #51 --- Rycon Construction, Inc. $1,465,633.75

9. Review – Discuss – Consider Letter to Alcohol Beverage Control Commission --- Dollar General Store #22438 --- Wallace - Trecost made a motion to approve. Motion carried.

10. Review – Discuss – Consider Chestnut Street Water Line Replacement Project – Thomas stated they had received a letter from the Clarksburg Water Board for the funding request. Paul Howe, president of the Clarksburg Water Board, spoke about the funding request for $1,000,000.00. Howe stated this water line affects 95% of the county residents. Thomas stated that most of the ARP money has been designated. Thomas stated money has been allocated to the City of Clarksburg and she would hope that the City of Clarksburg would help them. Hinkle asked how much had been allocated. Pysz, County Administrator, stated $300,000 had been allocated. Hinkle asked if they had applied for any grants. Howe stated they don't qualify for a lot of grants because of their population rates and fiscal responsibility. Al Cox, member of Clarksburg Water Board, spoke about the line replacement and the hope to minimize rate increases. Hinkle asked about the $900,000.00 that was moved to the general account. Trecost stated $700,000.00 of that is going to the rail trails. Hinkle made a motion that the $700,000.00 allocated to the rail trails be held in reserve until the water board determines how they are going to finance the project and it be made available to them if they come up with a shortfall. Hinkle amended his motion to approve $1,000,000.00 to the Clarksburg Water Board from various line items. Hinkle voted yes. Thomas and Trecost voted no. Motion failed. Al Cox stated they had asked the County Commission in May for this money.

11. Review – Discuss – Consider Fair Housing Resolution & Fair Housing Affirmative Action Plan – Laura Pysz, County Administrator, stated by signing this resolution, it will allow it to be placed on record. Trecost made a motion to approve and affix signature. Motion carried.

12. Review – Discuss:

A. Lumberport Water Issues – Clark Ellis, from town council, Betty O'Dell, Mayor, and Lexie Mayfield, recorder, were present. Ellis gave an assessment of their dams and their water lines. Hinkle asked if anyone from the Commission has been in contact with them or attended any of their meetings. Ellis stated Commissioner Trecost was aware of the issues. Ellis stated the water has been bad for 20 years. Hinkle asked if they have been in touch with the Planning Commission and the Grant Department. Trey Simmerman, County Attorney, spoke of the discussions with Lumberport/Shinnston working together and the issues involved. Next meeting for Lumberport Council is the first Monday in April at 5:30 pm at the Community Center.

B. Salem Water and Sewage Issues City Manager or Mayor – Bobby Samples, Mayor, and Ronnie Davis, City Manager, were present. Mayor Samples spoke about high water loss that they have. The proposed water rate increase will be 55.6%. The rate increase is in the 45 day comment period with the PSC. The sewer rate increase will be 25%. They have applied for two grants – one for water and one from sewage. They stated they would need $13,400,000.00 for all their projects. Hinkle asked if there was any

DRAFT

correspondence from the mayor association meeting sent to any local, state, or federal entities. Hinkle asked about the high water loss and the cost to repair or replace the lines. Hinkle asked how much money they needed in the line item in order to be eligible for the grant. Samples and Davis stated it was $180,000.00. Hinkle asked what the amount would be that they would need from the Commission in order to reduce the rate increase. Davis and Samples stated it would be between a $200,000.00 and a $250,000.00. This amount would lower the rate increase to a 20% increase for both. They serve 700 people and many are from an older community. Trecost stated they have already allocated $100,000.00 to help. Hinkle made a motion for the City of Salem to come back in two weeks to show how another $100,000.00 or $200,000.00 would reduce their rate increase. Bobby Samples stated their next meeting will be March 8th at 6:00 pm.

Trecost left meeting at 11:22 am

C. Anmoore Water Issues City Manager or Mayor – Anna Harvey, Recorder, spoke about the $45,000 water break that they had recently. Stated they are addressing their sewer issues with the $100,000 that they have been allocated from the county. Hinkle asked if their present water system could handle any potential growth within the city. Harvey said they have several areas could see potential growth. Hinkle asked for Harvey to come back to the commission to show what $1,000,0000.00 in grants would do to their water system. Hinkle asked for Planning Committee to get with the City of Anmoore. She stated their next meeting will be Monday, March 7th at 7:00 pm.

Trecost returned to the meeting at 11:27 am

D. Sun Valley PSD Attorney and President – Gregg Dale, Sun Valley PSD President Sandra Patterson, board member, Kevin Short, general manager, and Dave Glover, attorney, were present. Dale spoke about Sun Valley, Hepzibah, and Lake Floyd. Discussion was held on PSD mergers. Trey Simmerman, County Attorney, spoke of the resolution that spells out the money to all three. Hinkle asked if it had been relayed that the money pledged to Sun Valley had to be divided up to other PSD's. Hinkle asked when it came about that the other two PSD's where to get part of the money. Hinkle asked if they were going to return the money and ask for it to be re-allocated to all three PSD's. Darlene Swiger, Chairman of the Hepzibah Water Board stated they asked the Commission for $1,800,000.00. Hinkle asked that he be copied on the letter. Trey Simmerman, County Attorney, discussed a resolution to reallocate the money to the three PSD's. Hinkle asked Kevin Short how many meetings he and Trecost had in regards to the money being discussed today. Short said they had one meeting and he relayed information from that meeting to the board. Sharon Hamilton, board member of Hepzibah PSD, discussed the agreement they have with Sun Valley PSD.

DRAFT

E. Lake Floyd PSD President – Steve Turner, Chairman, stated they have an OEM agreement with Sun Valley PSD that went into effect July 1, 2021. Turner stated it is their desire to merge with Sun Valley. Hinkle commended Turner on his work with Sun Valley. Hinkle asked who told them they were to get $1,835,000.00 of the money from Sun Valley. Turner stated Kevin Short told them it was a joint request. Hinkle stated Sun Valley can't take grant money and give to other entities.

F. Hepzibah PSD Board Members – Darlene Swiger, Chairman, was present. Hinkle asked what the total cost of their water project would be. Kevin Short stated they are still waiting on cost estimates. Short stated estimate on water would be $1,900,000.00. Short stated they do not have a sewer estimate yet. Thomas presented the resolution to enter into record.

13. Administrator's Report - Laura Pysz, County Administrator, stated budget meetings are this afternoon. Pysz stated furniture bid meeting was held on Monday. Board of Review and Equalization meetings finished up last week.

14. Commissioner Comments - Questions Trecost stated next Tuesday the WV Bar Association will have a ceremony for activities that are going on abroad. Hinkle thanked everyone who came today. Hinkle stated in his opinion, we have not done our due diligence in making sure the water and sewage in existing communities have been kept up to par. Hinkle stated we have had the ability to help them with, and he doesn't feel they have been good stewards of that fund. Hinkle stated Hepzibah needs more money than what has been handed to them. Hinkle apologized to all of its customers at Sun Valley who thought they were getting $2,500,000.00 and now will not get the full amount.

Hinkle made a motion to adjourn.

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

DRAFT

_____ _____

Susan J. Thomas, President Date

CHECK STATUS	VOID POSTDATE	CHECK NUMBER	CASH CODE	VENDOR NUMBER	VENDOR NAME	CHECK DATE	CHECK POST	RETURN DATE	CHECK AMOUNT
O		112840	01C01	10009	AMERICAN FAMILY LIFE ASSO	03/03/2022	03/2022		1208.48
O		112841	01C01	12022	CLARKSBURG FED CRED UNION	03/03/2022	03/2022		20130.84
O		112842	01C01	14007	THE EQUITABLE	03/03/2022	03/2022		233.00
O		112843	01C01	24265	GREAT-WEST TRUST CO LLC	03/03/2022	03/2022		172.71
O		112844	01C01	25039	SHERIFF & TREASURER OF	03/03/2022	03/2022		930.00
O		112845	01C01	25102	NATIONWIDE RETIREMENT	03/03/2022	03/2022		599.58
O		112846	01C01	30039	UNITED WAY HARRISON CO	03/03/2022	03/2022		40.00
O		112847	01C01	32106	WV CONS PUBLIC RETIREMENT	03/03/2022	03/2022		166.49
V	03/2022	112848	01C01	10009	AMERICAN FAMILY LIFE ASSO	03/04/2022	03/2022		65.65
O		112849	01C01	10012	A-1 EXTERMINATING CO INC	03/07/2022	03/2022		173.25
O		112850	01C01	10101	MON POWER	03/07/2022	03/2022		1093.00
O		112851	01C01	10329	AT&T MOBILITY	03/07/2022	03/2022		136.38
O		112852	01C01	10454	RICHARD WILBUR III DBA	03/07/2022	03/2022		3240.00
O		112853	01C01	10474	ACE AGGREGATES LLC	03/07/2022	03/2022		1014.72
O		112854	01C01	12019	CLARKSBURG WATER BOARD	03/07/2022	03/2022		79.77
O		112855	01C01	12158	CONTINENTAL COFFEE &	03/07/2022	03/2022		98.85
O		112856	01C01	13352	JOHN DEERE FINANCIAL	03/07/2022	03/2022		95.96
O		112857	01C01	16182	GRACE ANIMAL HOSPITAL	03/07/2022	03/2022		85.50
O		112858	01C01	17010	DOMINION ENERGY WEST	03/07/2022	03/2022		1582.18
O		112859	01C01	17288	HEASTER-HART LLC	03/07/2022	03/2022		199.99
O		112860	01C01	17293	HARRISON COUNTY VITAL	03/07/2022	03/2022		3853.50
O		112861	01C01	21098	MATTHEW BENDER & CO INC	03/07/2022	03/2022		1199.36
O		112862	01C01	21247	JAMES R LEONARD	03/07/2022	03/2022		230.00
O		112863	01C01	22006	VISUAL EDGE, INC DBA	03/07/2022	03/2022		803.44
O		112864	01C01	22017	ALBERT MARANO	03/07/2022	03/2022		146.25
O		112865	01C01	22580	WALLS PRINTING CO INC DBA	03/07/2022	03/2022		169.00
O		112866	01C01	23267	NCWV MEDIA	03/07/2022	03/2022		2418.01
O		112867	01C01	25162	PITNEY BOWES	03/07/2022	03/2022		548.70
O		112868	01C01	27215	ROBIN H RICE	03/07/2022	03/2022		15.00
O		112869	01C01	27287	ROBERTSON HEATING SUPPLY	03/07/2022	03/2022		214.57
O		112870	01C01	28034	SANDY'S SERVISTAR INC	03/07/2022	03/2022		114.43
O		112871	01C01	28362	STATE ELECTRIC SUPPLY INC	03/07/2022	03/2022		796.24
O		112872	01C01	28421	SHI INTERNATIONAL CORP	03/07/2022	03/2022		978.00
O		112873	01C01	28619	SIMMERMAN LAW OFFICE PLLC	03/07/2022	03/2022		14069.12
O		112874	01C01	29017	TLG PRINTING SERVICES LLC	03/07/2022	03/2022		375.00
O		112875	01C01	29158	TRAPUZZANO'S UNIFORMS	03/07/2022	03/2022		192.87
O		112876	01C01	29235	LORI THOMAS	03/07/2022	03/2022		146.25
O		112877	01C01	30024	US CELLULAR	03/07/2022	03/2022		209.61
O		112878	01C01	32013	WV ASSN OF COUNTIES	03/07/2022	03/2022		1175.00
O		112879	01C01	32301	WV ASSOC OF CIRCUIT CLERK	03/07/2022	03/2022		300.00
O		112880	01C01	29653	TRUIST BANK	03/08/2022	03/2022		2710.13
O		112881	01C01	32014	WV PUB EMP RETIE SYS CQ	03/08/2022	03/2022		60018.87
O		112882	01C01	32020	WV PUB EMP RETIRE SYS E	03/08/2022	03/2022		28909.83
O		112883	01C01	32221	WV DEP SHERIFFS RET SYS	03/08/2022	03/2022		25144.10
O		112884	01C01	32222	WV DEP SHERIFFS RET SYS	03/08/2022	03/2022		38455.74
					BANK ID 01 00045 CHECKS TO 00045 VENDORS FOR				214539.37
O		004732	07C07	10009	AMERICAN FAMILY LIFE ASSO	03/03/2022	03/2022		155.08
O		004733	07C07	12022	CLARKSBURG FED CRED UNION	03/03/2022	03/2022		6058.77
O		004734	07C07	14007	THE EQUITABLE	03/03/2022	03/2022		30.00

CHECK STATUS	VOID POSTDATE	CHECK NUMBER	CASH CODE	VENDOR NUMBER	VENDOR NAME	CHECK DATE	CHECK POST	RETURN DATE	CHECK AMOUNT
O		004735	07C07	16013	GENERAL COUNTY FUND	03/03/2022	03/2022		48292.72
O		004736	07C07	25102	NATIONWIDE RETIREMENT	03/03/2022	03/2022		220.00
O		004737	07C07	10032	APCO INTERNATIONAL INC	03/04/2022	03/2022		30.00
O		004738	07C07	17288	HEASTER-HART LLC	03/04/2022	03/2022		194.34
O		004739	07C07	22564	MSESC	03/04/2022	03/2022		60.00
O		004740	07C07	12692	COMFORT TELECOMMUNICATION	03/04/2022	03/2022		520.75
O		004741	07C07	32014	WV PUB EMP RETIE SYS CQ	03/08/2022	03/2022		15746.24
O		004742	07C07	32020	WV PUB EMP RETIRE SYS E	03/08/2022	03/2022		7631.46
					BANK ID 07 00011 CHECKS TO 00011 VENDORS FOR				78939.36
O		001188	26C26	12250	CITY OF STONEWOOD	03/04/2022	03/2022		2000.00
O		001189	26C26	12501	CLARKSBURG HARRISON	03/04/2022	03/2022		1000.00
					BANK ID 26 00002 CHECKS TO 00002 VENDORS FOR				3000.00
O		001082	28C28	10101	MON POWER	03/04/2022	03/2022		340.44
					BANK ID 28 00001 CHECKS TO 00001 VENDORS FOR				340.44
O		001085	46C46	10101	MON POWER	03/04/2022	03/2022		461.73
					BANK ID 46 00001 CHECKS TO 00001 VENDORS FOR				461.73
O		010370	56C56	10009	AMERICAN FAMILY LIFE ASSO	03/03/2022	03/2022		93.03
O		010371	56C56	12022	CLARKSBURG FED CRED UNION	03/03/2022	03/2022		3272.00
O		010372	56C56	16013	GENERAL COUNTY FUND	03/03/2022	03/2022		19702.60
O		010373	56C56	25039	SHERIFF & TREASURER OF	03/03/2022	03/2022		30.00
O		010374	56C56	25102	NATIONWIDE RETIREMENT	03/03/2022	03/2022		90.00
O		010375	56C56	30039	UNITED WAY HARRISON CO	03/03/2022	03/2022		10.00
O		010376	56C56	32014	WV PUB EMP RETIE SYS CQ	03/08/2022	03/2022		6653.85
O		010377	56C56	32020	WV PUB EMP RETIRE SYS E	03/08/2022	03/2022		3279.78
					BANK ID 56 00008 CHECKS TO 00008 VENDORS FOR				33131.26
O		001095	59C59	32001	WV STATE POLICE	03/04/2022	03/2022		15.00
O		019386	59C59	28072	WV STATE TREASURERS OFFIC	03/08/2022	03/2022		1150.00
					BANK ID 59 00002 CHECKS TO 00002 VENDORS FOR				1165.00
O		001258	69C69	32215	WV DEP SHERIFF RET SYSTEM	03/08/2022	03/2022		1057.50
					BANK ID 69 00001 CHECKS TO 00001 VENDORS FOR				1057.50
O		004888	72C72	10009	AMERICAN FAMILY LIFE ASSO	03/03/2022	03/2022		122.49
O		004889	72C72	12022	CLARKSBURG FED CRED UNION	03/03/2022	03/2022		2108.00
O		004890	72C72	16013	GENERAL COUNTY FUND	03/03/2022	03/2022		21877.44
O		004891	72C72	25039	SHERIFF & TREASURER OF	03/03/2022	03/2022		120.00
O		004892	72C72	10009	AMERICAN FAMILY LIFE ASSO	03/04/2022	03/2022		65.65
O		004893	72C72	21010	LOWE'S	03/04/2022	03/2022		285.74
O		004894	72C72	24072	OLYMBEC USA, LLC	03/04/2022	03/2022		10659.56

CHECK STATUS	VOID POSTDATE	CHECK NUMBER	CASH CODE	VENDOR NUMBER	VENDOR NAME	CHECK DATE	CHECK POST	RETURN DATE	CHECK AMOUNT
O		004895	72C72	32014	WV PUB EMP RETIE SYS CQ	03/08/2022	03/2022		7021.89
O		004896	72C72	32020	WV PUB EMP RETIRE SYS E	03/08/2022	03/2022		3690.82
					BANK ID 72 00009 CHECKS TO 00009 VENDORS FOR				45951.59
O		009944	77C77	10009	AMERICAN FAMILY LIFE ASSO	03/03/2022	03/2022		53.97
O		009945	77C77	12022	CLARKSBURG FED CRED UNION	03/03/2022	03/2022		1900.00
O		009946	77C77	16013	GENERAL COUNTY FUND	03/03/2022	03/2022		26832.09
O		009947	77C77	24265	GREAT-WEST TRUST CO LLC	03/03/2022	03/2022		20.00
O		009948	77C77	10101	MON POWER	03/07/2022	03/2022		232.89
O		009949	77C77	10335	ALPINE REFRIGERATION	03/07/2022	03/2022		440.00
O		009950	77C77	12111	CLARKSBURG BLUE PRINT INC	03/07/2022	03/2022		125.00
O		009951	77C77	12605	CAROLINA RECORDING	03/07/2022	03/2022		500.00
O		009952	77C77	12619	CUNNINGHAM ASSOCIATES INC	03/07/2022	03/2022		2291.00
O		009953	77C77	15241	FAIRMONT VETERINARY	03/07/2022	03/2022		60.37
O		009954	77C77	17010	DOMINION ENERGY WEST	03/07/2022	03/2022		829.30
O		009955	77C77	17396	TARA HODGE	03/07/2022	03/2022		146.84
O		009956	77C77	24001	OTIS ELEVATOR COMPANY	03/07/2022	03/2022		931.00
O		009957	77C77	25278	PREHISTORIC PLANET LLC	03/07/2022	03/2022		22400.00
O		009958	77C77	28034	SANDY'S SERVISTAR INC	03/07/2022	03/2022		313.89
O		009959	77C77	28491	ELIZABETH KEOUGH	03/07/2022	03/2022		30.42
O		009960	77C77	30058	UNIFIRST CORPORATION	03/07/2022	03/2022		61.05
O		009961	77C77	32014	WV PUB EMP RETIE SYS CQ	03/08/2022	03/2022		5042.71
O		009962	77C77	32020	WV PUB EMP RETIRE SYS E	03/08/2022	03/2022		2466.23
O		009963	77C77	27036	WALTER RUCKER	03/08/2022	03/2022		66.48
O		009964	77C77	28090	GRANT SCALISE	03/08/2022	03/2022		241.35
					BANK ID 77 00021 CHECKS TO 00021 VENDORS FOR				64984.59
					FINAL REPORT 00101 CHECKS TO 00101 VENDORS FOR				443570.84

4-C

DRAFT

At the regular meeting of the County Commission of Harrison County held on Wednesday March 9, 2022, Commissioners Susan J. Thomas and Patsy Trecost II were present. Commissioner David Hinkle was present by zoom. Also present were John Spires, County Clerk, and Laura Pysz, County Administrator. Commissioner Thomas opened the meeting and Patsy Trecost led those present in prayer and led in the Pledge of Allegiance to the Flag. All motions passed unanimously unless otherwise noted.

Appointments:

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

10:05 A.M. --- Funding Request --- 2023 World Association of Marching Show Bands --- Randy Sanders – Randy Sanders, President, introduced others with him. Sanders spoke on the history of the association. Sanders stated that West Virginia Wesleyan in Buckhannon, WV, will host the weeklong event in 2023. Sanders asked for $10,000.00 for the event. Trecost made a motion to approve $2,000.00. Hinkle amended the motion to approve $4,000.00. Trecost didn't have any problem with the amendment. Motion to approve $4,000.00 carried.

NEW BUSINESS – Action Items for Consideration or Approval:

1. Public Comment Period – Brian Aluise, from US Senator Joe Manchin, III, office, came to introduce himself and to make his office available if ever needed.
2. Consent Agenda – Trecost made a motion to approve. Motion carried.
3. Payroll Change Notices – Trecost made a motion to approve A-D. Motion carried.
   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 – Trecost made a motion to approve A-C. Motion carried.
   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 – Trecost made a motion to approve. Hinkle asked for more information on 38057 and 38052. Laura Pysz, County Administrator, stated the invoices were for the demolition of the dugouts at Spelter Park. Pysz stated it is coming out of Parks and Recreation funds. Hinkle asked if the Parks and Recreation own the property. Hinkle asked for a legal opinion as to if we are allowed to spend Parks and Recreation levy money on Harrison County properties. Trey Simmerman, County Attorney, spoke about operating properties until memorandum of understanding is complete. Simmerman will review prior levy order and will issue a written opinion. Trecost made motion to approve. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

A. Vendor Requisition List of Payments

6. Exonerations --- Corrective Tickets --- Joint Property Application – Trecost made a motion to approve A & C. Motion carried.

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) – Trecost made a motion to approve 7A-G. Hinkle questioned 7F & 7G. Hinkle asked who was present at the discussions for 7F and 7G and who was there on 2/22/22. Laura Pysz, County Administrator, stated she thought Tom Aman was present. Hinkle asked why Commission was not present. Pysz stated she would get with Tom Aman. Hinkle made a motion to remove invoices 1035089 with dates 7/16/21, 8/2/21, 8/3/21, 8/4/21, 8/10/21 and 1035090 with dates 2/21/22 and 2/22/22 until more information is available. Hinkle voted yes. Trecost and Thomas voted no. Motion failed. Trecost amended his original motion to approve and to get Commissioner Hinkle the information he requested from Steptoe or Pysz. Motion carried.

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 – Trecost made a motion to approve. Motion carried.

A. Requisition Number #52 --- Rycon Construction, Inc. $1,169,944.47

9. Review – Discuss – Consider Transfers Regarding Current Budget --- County Clerk --- 2021-2022 – Trecost made a motion to approve. Motion carried.
10. Review – Discuss – Consider Budget Revisions --- Prosecuting Attorney ---2021-2022 – Trecost made a motion to approve. Motion carried.
11. Review – Discuss – Consider Business Zoning Compliance --- Video Lottery Gaming --- Alley 304 – Trecost made a motion to approve. Hinkle asked who the application was sent to since the "to" was left blank. Laura Pysz, County Administrator, stated it came to the administrator. Motion carried.
12. Administrator's Report – Laura Pysz, County Administrator, stated there was a nice rally on the plaza yesterday for the event to support Ukraine. Pysz stated that she and Trey Simmerman, County Attorney, met to work on a MOU with Parks and Recreation. Budget work sessions will be scheduled for next Wednesday or Thursday. Pysz stated they had a contractor's meeting last week for the GSA building. Hinkle stated he was not available next Wednesday or Thursday for a budget work session. Hinkle stated he was available on Friday. Pysz, County Administrator, will get back with everyone with potential times for Friday.
13. Commissioner Comments - Questions - Hinkle asked that going forward maybe the Commission could use Doodle for commissioners to pick times and dates for meetings. Trecost mentioned air conditioning units at the Chestnut Street location and if there was available monies left for the cost. Trecost asked about repairing the fence and if it was still under warranty. Trecost mentioned about being over the $400,000.00 budget if the air conditioners and fencing were addressed.

Trecost made a motion to adjourn. Motion carried.

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

DRAFT

_____ _____

Susan J. Thomas, President Date

CHECK STATUS	VOID POSTDATE	CHECK NUMBER	CASH CODE	VENDOR NUMBER	VENDOR NAME	CHECK DATE	CHECK POST	RETURN DATE	CHECK AMOUNT
O		112816	01C01	10101	MON POWER	02/23/2022	02/2022		21336.57
O		112817	01C01	10107	AMERICAN GARAGE DOOR LLC	02/23/2022	02/2022		7140.00
O		112818	01C01	10329	AT&T MOBILITY	02/23/2022	02/2022		136.38
O		112819	01C01	12137	TOWN OF NUTTER FORT	02/23/2022	02/2022		512.63
O		112820	01C01	13361	DURHAM COUNTY SHERIFF DEP	02/23/2022	02/2022		100.00
O		112821	01C01	14067	ES&S ELECTION SYSTEMS LLC	02/23/2022	02/2022		157.04
O		112822	01C01	15149	FRONTIER	02/23/2022	02/2022		10.27
O		112823	01C01	15221	FIFTH THIRD BANK	02/23/2022	02/2022		1396.42
O		112824	01C01	16231	GUTTER EXPRESS INC	02/23/2022	02/2022		462.00
O		112825	01C01	17355	HINKLE COUNSELING &	02/23/2022	02/2022		156.76
O		112826	01C01	19001	JAMES & LAW COMPANY	02/23/2022	02/2022		2760.46
O		112827	01C01	22006	VISUAL EDGE, INC DBA	02/23/2022	02/2022		794.30
O		112828	01C01	23267	NCWV MEDIA	02/23/2022	02/2022		305.65
O		112829	01C01	27065	RADY & DEEM CO INC	02/23/2022	02/2022		575.85
O		112830	01C01	28362	STATE ELECTRIC SUPPLY INC	02/23/2022	02/2022		11.78
O		112831	01C01	28449	LEANN SHUCK	02/23/2022	02/2022		21.45
O		112832	01C01	29022	THOMSON REUTERS	02/23/2022	02/2022		483.47
O		112833	01C01	29653	TRUIST BANK	02/23/2022	02/2022		5577.56
O		112834	01C01	31052	VERTICAL TRANSPORT	02/23/2022	02/2022		499.34
O		112835	01C01	32216	WEST UNION BANK	02/23/2022	02/2022		8023.45
O		112836	01C01	32392	WITMER PUBLIC SAFETY	02/23/2022	02/2022		678.38
O		112837	01C01	32453	WOODFORD OIL COMPANY	02/23/2022	02/2022		8787.43
O		112838	01C01	19152	JACKSONKELLY PLLC	02/25/2022	02/2022		354.00
O		112839	01C01	29653	TRUIST BANK	02/25/2022	02/2022		620.97
					BANK ID 01 00024 CHECKS TO 00024 VENDORS FOR				60902.16
O		004729	07C07	10032	APCO INTERNATIONAL INC	02/25/2022	02/2022		395.00
O		004730	07C07	12643	CHARLES POINTE COMMERCE	02/25/2022	02/2022		342.88
O		004731	07C07	13322	DRIVERS LICENSE GUIDE CO	02/25/2022	02/2022		300.00
					BANK ID 07 00003 CHECKS TO 00003 VENDORS FOR				1037.88
O		001751	08C08	29631	TRAC SOLUTIONS	02/23/2022	02/2022		9095.50
O		001752	08C08	30024	US CELLULAR	02/25/2022	02/2022		436.26
					BANK ID 08 00002 CHECKS TO 00002 VENDORS FOR				9531.76
O		001186	26C26	24283	OPERATION FIRM HANDSHAKE	02/23/2022	02/2022		2000.00
O		001187	26C26	32269	WEST FORK CONSERVATION	02/23/2022	02/2022		8000.00
					BANK ID 26 00002 CHECKS TO 00002 VENDORS FOR				10000.00
O		004880	72C72	10350	ALERE TOXICOLOGY SERV INC	02/25/2022	02/2022		39249.00
O		004881	72C72	10365	ALCOHOL MONITORING	02/25/2022	02/2022		1277.30
O		004882	72C72	10369	INSTANT TECH INC DBA	02/25/2022	02/2022		441.24
O		004883	72C72	11404	WEST VIRGINIA DMV	02/25/2022	02/2022		875.00
O		004884	72C72	22607	MICRO DISTRIBUTING II,LTD	02/25/2022	02/2022		220.95
O		004885	72C72	25378	PHARMCHEM INC	02/25/2022	02/2022		816.90
O		004886	72C72	28228	STAPLES CREDIT PLAN	02/25/2022	02/2022		189.99

CHECK STATUS	VOID POSTDATE	CHECK NUMBER	CASH CODE	VENDOR NUMBER	VENDOR NAME	CHECK DATE	CHECK POST	RETURN DATE	CHECK AMOUNT
O		004887	72C72	28421	SHI INTERNATIONAL CORP	02/25/2022	02/2022		2274.00
					BANK ID 72 00008 CHECKS TO 00008 VENDORS FOR				45344.38
O		009936	77C77	10012	A-1 EXTERMINATING CO INC	02/23/2022	02/2022		75.00
O		009937	77C77	10101	MON POWER	02/23/2022	02/2022		23.94
O		009938	77C77	14106	ESRI INC	02/23/2022	02/2022		16500.00
O		009939	77C77	19161	JIMMY GLASSCOCK II DBA	02/23/2022	02/2022		500.00
O		009940	77C77	21010	LOWE'S	02/23/2022	02/2022		47.93
O		009941	77C77	24001	OTIS ELEVATOR COMPANY	02/23/2022	02/2022		625.00
O		009942	77C77	27065	RADY & DEEM CO INC	02/23/2022	02/2022		133.20
O		009943	77C77	29653	TRUIST BANK	02/23/2022	02/2022		100.00
					BANK ID 77 00008 CHECKS TO 00008 VENDORS FOR				18005.07
					FINAL REPORT 00047 CHECKS TO 00047 VENDORS FOR				144821.25

March 23, 2022

5-A

Date of Meeting	March 23, 2022		
Work Order Number	Vendor Name	Amount of Invoice-Quote	Description
38121	RLI Solutions Company	$370.00	Work Ahead Signs/Day Report
38124	Shawn Moore	$38.79	Diesel Reimbursement
38135	Alcohol Monitoring Systems	$1,123.60	Daily Monitoring
38138	James & Law Company	$63.26	Office Supplies/Day Report
38172	WV News	$429.32	Legal Ad/ E911
38174	APCO International	$30.00	Recerifition/ P.Rasmussen/911
38200	MCM Business Systems	$175.99	Black Toner / Sheriff's Office
38207	All Pets Animal Clinic	$68.50	K-9 Annual Physical Exam
38212	US Cellular	$673.36	Cellular Service/Home Conf
38216	Sherry Lawson	$246.40	Copy of Transcript
38218	Alere Toxiocology Services, Inc.	$43,037.40	Lab Confirmations
38220	Manager's Legal Bulletin	$179.00	24 Issuses Legal Bulletin
38221	Truist Bank	$161.42	Animal Control
38222	Leslie Queen - Pruitt	$71.00	Copy of Transcript
38223	Micro Distributing II, LTD	$1,223.62	Supplies/Hair Follicle
38224	Truist Bank	$575.00	Community Corrections
38225	Truist Bank	$1,233.90	Various Carges/Various Locations
38226	Truist Bank	$503.00	Hotel/Dinners/Cir.Clerk Training
38227	Truist Bank	$980.23	Hotel/Dinners/Cir.Clerk Training
38228	Truist Bank	$1,404.47	Various Charges/Courthouse
38230	Amtower Auto Supply Co.	$3,288.00	Annual Trac Rentals/Garage
38231	A-1 Exterinating Co.	$50.00	Pest Control/ Animal Control
38232	Truist Bank	$433.18	Various Charges/Pros. Atty
38233	Brenda Hinkle	$126.24	Mental Health Services
38234	Commerce District at Charles Pointe	$342.88	Monthly 911 Dues
38235	Fed Ex	$37.21	Postage/ Grant Department
38236	Frontier Communication	$10.50	Service / Courthouse
38237	Kalkeuth Roofing & Sheet Metal	$1,000.00	Preventive Maintenance
38238	MCM Business Systems	$139.98	Black Toner/ Assessor's Office
38239	Pace Shredding	$295.00	Shredding Service/Courthouse
38240	State Electric Supply	$45.30	Maintenance Supplies
38241	US Cellular	$247.20	Cellular Service / Animal Control
38242	Frank DeMarco, Magistrate	$154.92	Basic Phone Reimbursement
38243	Kevin Renzelli, Magistrate	$154.92	Basic Phone Reimbursement
38244	Mark Gorby, Magistrate	$154.92	Basic Phone Reimbursement
38245	Michael Weiss, Magistrate	$154.92	Basic Phone Reimbursement
38246	Warren Davis, Magistrate	$154.92	Basic Phone Reimbursement
38247	Ace Aggregates, LLC	$573.00	Stone/Spelter to Glenn Falls
38248	Staples	$1,647.35	Various Supplies/Courthouse
38249	The Exponent Telegram	$641.75	Legal Ad/ Prosecuting Attorney
38251	Robin's Perfect Fit	$30.00	Install Patches /Southern
38252	US Cellular	$4.80	Service/ Law Enforcement

March 23, 2022

38253	West Union Bank	$8,023.00	Lease Payment / Cruisers
38255	Benny's Boot Hill	$23.39	Safety Toe Shoes/M. Baldwin
38256	Gaston County Sheriff's Dept.	$30.00	Process Service
38257	Grace Animal Hospital	$341.50	K-9 Annual Physical Exam
38258	John Madia	$100.00	Reimbursement/Nova
38259	WV News	$850.00	2022 Annual Report
38263	Charlotte Shaffer	$19.73	Reimbursement/Gas
38265	Town of Nutter Fort	$499.15	Water & Waste Collection
38266	Amtower Auto Supply Co.	$178.00	Tracs Rental / Garage
38267	Mon Power	$21,495.80	Service / Courthouse/Annex
38268	Pavement Technologies International Corp.	$8,145.00	Undertailgate/Spredder
38269	Derek Hotsinpiller Fallen Stars 5K	$3,000.00	Special Funding Request
38272	Amazon.com	$19.98	Roller Kit for HP Laserjet
38273	ScanTastik Inc.	$5,665.00	Scanner / Planning Deptment
38274	WV Division of Labor	$90.00	Elevator Inspection/Courthouse
38275	TLG Printing Services, LLC	$705.00	Business Cards/ Law Enforcement
38276	Sandy's True Value	$31.96	Various Maintenance Supplies
38278	Curt Diaz	$16.80	Reimbursement for Training
38280	Advantage Technology	$3,240.00	410 Microsoft Office License
38281	Bruceton Petroleum Co.	$9,318.98	2526.2 Gallons of Reg.Unleaded Fuel
38282	Clarksburg Water Board	$79.77	633 W. Pike Street
38284	Dominion Energy WV	$815.77	Public Safety Building
38285	Hart Office Solutions	$201.41	Copier Rental /911
38286	Dominion Energy WV	$824.84	Quiet Dell School
38287	Mon Power	$23.94	Spelter Park
38288	Truist Bank	$758.44	Various Charges/Law Enforcement
38291	Truist Bank	$672.09	Various Charges/Law Enforcement
38292	Advantage Technology	$9,775.11	Dell Upgrades/Exten.
38293	Advantage Technology	$5,419.11	Extreme NAC Subscription
38295	CMC Rescue, Inc.	$2,598.00	Clarksburg Fire Department
38298	Charlotte Shaffer	$100.00	Reimbursement for Conference
38300	Lowe's Home Center	$114.42	Maintenance Supplies
38301	MVB Bank	$6,222.12	609 W.Main Property Payment
38302	MCM Business Systems	$273.35	Copier Rental/Planning Dept.
38304	Clarksburg Water Board	$500,000.00	Contributions Water Line Project
38305	East View PSD	$8,500.00	Contributions Water Line Project
38306	City of Salem	$141,500.00	Contributions Water Line Project
38307	Enlarged Hepizabh PSD	$80,000.00	Contributions Water Line Project
38312	North Central WV Airport	$250,000.00	Contributions
County Clerk	Amazon.com	$230.83	Supplies for Voters
County Clerk	Casto & Harris	$2,900.51	Table Top Voting Booths
County Clerk	James & Law	$17.90	Blue Ink Refills for Stamps
County Clerk	The Exponent Telegram	$668.19	Legal Ad

	Total	$1,135,764.34	

7-A

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. (03/23/22)

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 **$1,569.83.**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$1,569.83.** 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) **$1,569.83** 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 **23rd day of March, 2022**.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

UMB Bank	Invoice #914764	Dated 02/28/22	$1,569.83
		Total	**$1,569.83**

UMB

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

Invoice 914764

Invoice Date:	**February 28, 2022**
Account Number:	**141961.1**
Administrator:	**Teri Donofrio**
Phone Number:	**(612) 337-7005**
Email:	**Teresa.Donofrio@umb.com**

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

Billing Period:	**January 1, 2022 through January 31, 2022**
Prior Balance:	$2,578.33
Payments Received as of February 23, 2022	$ 0.00
Adjustments	$ 0.00
Outstanding Balance:	$2,578.33
Current Billing Period:	
Current Period Fees	$1,569.83
Total Fees Due	$4,148.16

Remittance Stub
Billing Period 01/01/2022 - 01/31/2022

Account Number:	141961.1
Invoice Number:	914764
Remit Balance	$4,148.16

Payment Due Upon Receipt

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

☐ Check Enclosed $_____

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

WIRE PAYMENT INSTRUCTIONS:

UMB Bank, N.A. Kansas City, Missouri	
ABA No.	101 000 695
SWIFT BIC/Code	UMKCUS44
BNF Account	98 0000 6823
BNF Name	Trust
Reference	914764
Attention	Fee Processing

UMB

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

Invoice 914764

Account Detail
Charles Pointe Project 2008AB

Account Number: 141961.1

Administrative Fees

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

Transaction Fees

Volume Based

Security Location	Transaction Type	Security Type	Volume	Rate	Fees	Adjustment to Min/Max	Location Total
	Default Administration Fees		0.50	520.00	260.00		
	Default Specialist		1.30	655.00	851.50		1,111.50
Volume Based Total:			**1.80**				**1,111.50**
Transaction Fees Total							**$1,111.50**

Account Total **$1,569.83**

UMB

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

Invoice 914764

Statement of Receivables

Reflects Only Those Payments Received And Applied As of February 23, 2022

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
913151	January 26, 2022	December 1, 2021 to December 31, 2021	2,578.33	28 days
	Total Balance Due		**2,578.33**	

8-A

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

REQUISTION FORM

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

Ms. LaShawnda K. Fogle

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

1) Requisition Number: #53
2) Silling Associates, Inc.
   P.O. Box 3442
   Charleston, WV 25334

3) Amount: $ 5,373.50

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

B. The total obligation on account of which the payment requested herein is to be made is a total of $5,737.50 of which $ 0.00 has previously been paid, and $ 5,737.50 remains outstanding with above amount now due and payable.

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

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

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

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

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

Dated this the ____ day of _____, 20 ____.

THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

By: _____

Its: _____

Schedule I for Requisition #53

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Reimbursement to Issuer or Harrison County Commission:

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

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

	Vendor	Description of Expense	Approval Date	Amount
a.	Silling Associates	Site Work	23-Mar-22	$5,373.50
b.				
c.				
d.				
e.				
f.				
Total				$ 5,373.50

(3) Total amount of disbursements pursuant to this Requisition: $ 5,373.50

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

Approval Signature

Date

SILLING
ASSOCIATES, INC.

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

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

Invoice number 5781
Date 03/07/2022

Project **Harrison County General Services Administration Building**

FF&E

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
FF&E - Schematic Design	12,750.00	100.00	12,750.00	12,750.00	0.00
FF&E - Design Development	21,250.00	100.00	21,250.00	21,250.00	0.00
FF&E - Documents	29,750.00	100.00	29,750.00	29,750.00	0.00
FF&E - Procurement	12,750.00	75.00	3,825.00	9,562.50	5,737.50
FF&E - Contract Administration	8,500.00	0.00	0.00	0.00	0.00
Total	85,000.00	86.25	67,575.00	73,312.50	5,737.50

Invoice total **5,737.50**

Approved by:

Thomas M. Potts
Principal

Payment Due 30 Days From Invoice Date

8-B

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

REQUISTION FORM

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

Ms. LaShawnda K. Fogle

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

1) Requisition Number: #54
2) Silling Associates, Inc.
   P.O. Box 3442
   Charleston, WV 25334

3) Amount: $ 15,084.27

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

B. The total obligation on account of which the payment requested herein is to be made is a total of $15,084.27 of which $ 0.00 has previously been paid, and $15,084.27 remains outstanding with above amount now due and payable.

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

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

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

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

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

Dated this the ____ day of _____, 20 ____.

THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

By: _____

Its: _____

Schedule I for Requisition #54

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Reimbursement to Issuer or Harrison County Commission:

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

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

	Vendor	Description of Expense	Approval Date	Amount
a.	Silling Associates	Site Work	23-Mar-22	$15,084.27
b.				
c.				
d.				
e.				
f.				
Total				$ 15,084.27

(3) Total amount of disbursements pursuant to this Requisition: $ 15,084.27

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

Approval Signature

Date

SILLING
ASSOCIATES, INC.

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

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

Invoice number 5780
Date 03/07/2022

Project **Harrison County General Services Administration Building**

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
GSB Schematic Design	198,450.00	100.00	198,450.00	198,450.00	0.00
GSB Design Development	264,600.00	100.00	264,600.00	264,600.00	0.00
GSB Construction Documents	463,050.00	100.00	463,050.00	463,050.00	0.00
Additional Services - Design Change Order	33,500.00	100.00	33,500.00	33,500.00	0.00
Additional Services - Demolition Package	5,750.00	100.00	5,750.00	5,750.00	0.00
GSB Bidding & Negotiations	66,150.00	100.00	66,150.00	66,150.00	0.00
GSB Construction Administration	330,750.00	65.33	200,996.29	216,080.56	15,084.27
Total	1,362,250.00	91.58	1,232,496.29	1,247,580.56	15,084.27

Invoice total **15,084.27**

Approved by:

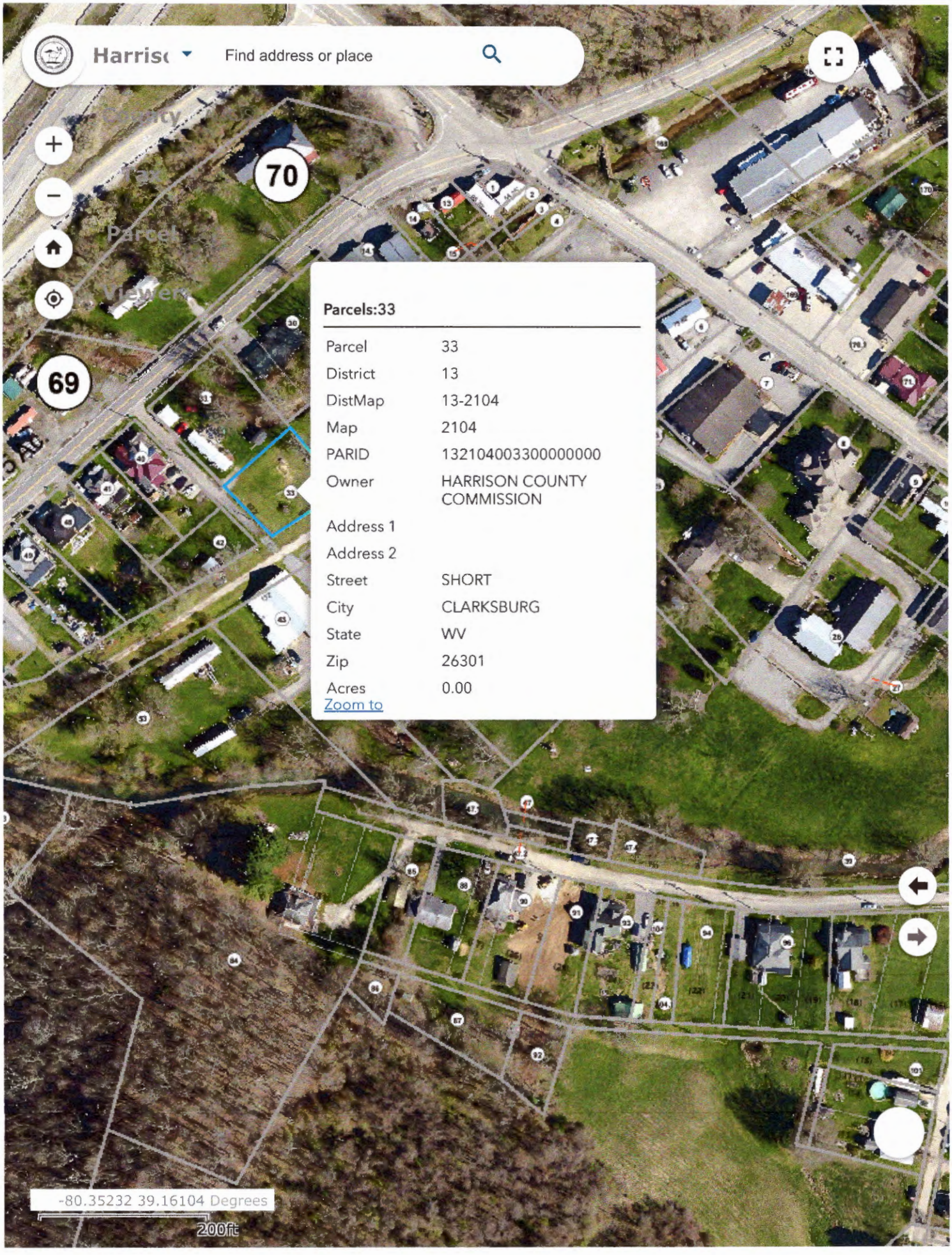
Thomas M. Potts
Principal

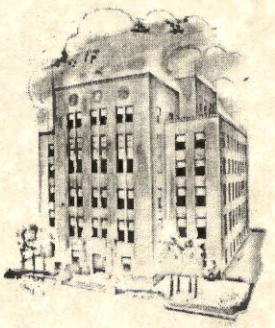
Payment Due 30 Days From Invoice Date

March 15, 2022

9

Dear Susan,
As President of the Harrison County Commission, we, the Town of Lost Creek is requesting the Commission give to Lost Creek a parcel of land currently owned by the County Commission.
On the GIS map, the land is listed as parcel 33, district map 13-2104, map 2104, Short Street, 0205 ac.
The lot is located next to our community garden, and can benefit the town by expanding the community garden as well as other uses.
Sincerely,
Dave Oliverio
Mayor of Lost Creek


Harris
Find address or place
70
69
Parcels:33
Parcel 33
District 13
DistMap 13-2104
Map 2104
PARID 132104003300000000
Owner HARRISON COUNTY COMMISSION
Address 1
Address 2
Street SHORT
City CLARKSBURG
State WV
Zip 26301
Acres 0.00
Zoom to
-80.35232 39.16104 Degrees
200ft



HARRISON COUNTY COURT HOUSE

Harrison County Commission

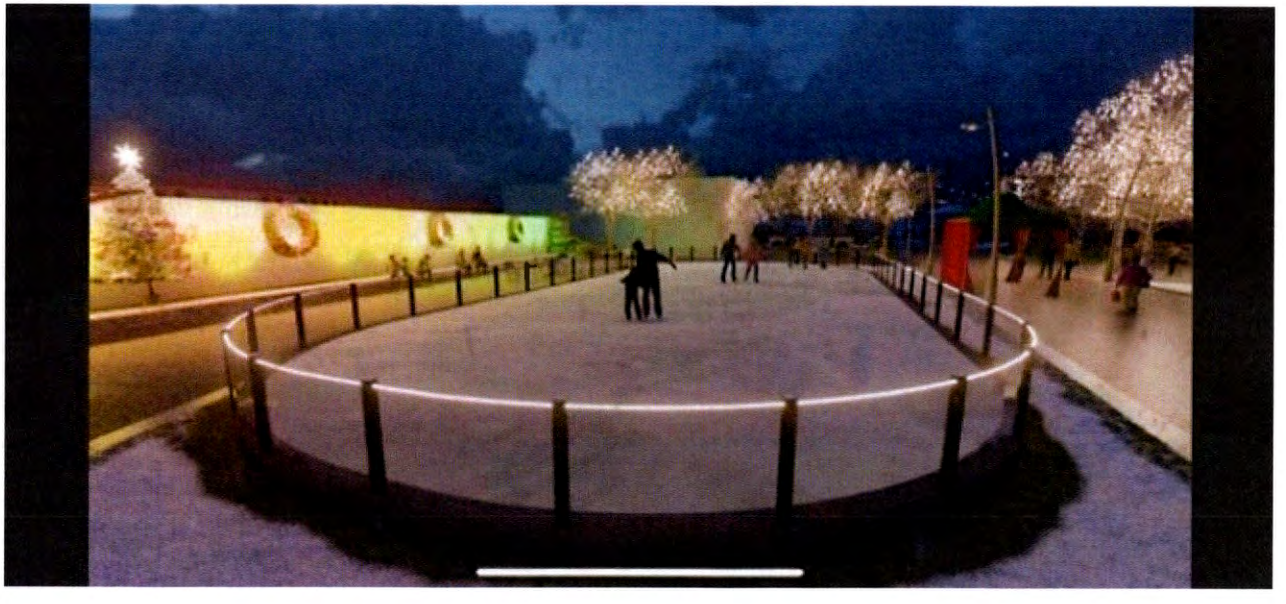
LAURA PYSZ
COUNTY ADMINISTRATOR
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301
304-624-8500
FAX 304-624-8673

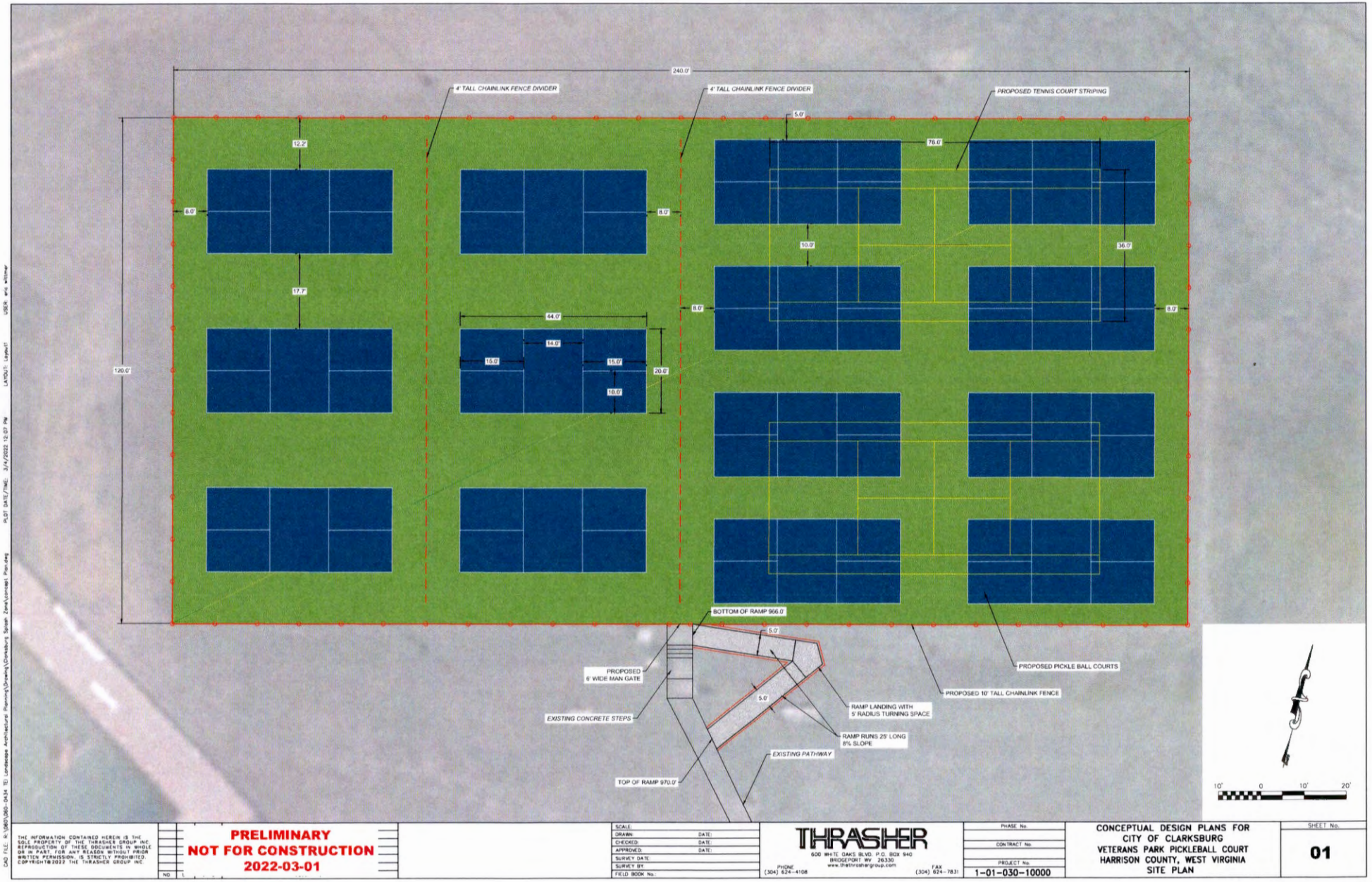
10

It is my recommendation to partner with Clarksburg Parks Board to build the Pickleball Courts, the ice rink and the pavilion at the VA Park.

- We will only have to contribute to build an estimated 6 Pickleball Courts
- Saves us thousands of dollars
- Saves us from using our own land or purchasing a piece of land
- Already has:
  - Parking
  - Lighting
  - Utilities

Laura Pysz, County Administrator





THE INFORMATION CONTAINED HEREIN IS THE SOLE PROPERTY OF THE THRASHER GROUP INC. REPRODUCTION OF THESE DOCUMENTS IN WHOLE OR IN PART, FOR ANY REASON WITHOUT PRIOR WRITTEN PERMISSION, IS STRICTLY PROHIBITED. COPYRIGHT©2022 THE THRASHER GROUP INC.

NO. 1

PRELIMINARY
NOT FOR CONSTRUCTION
2022-03-01

SCALE:
DRAWN: DATE:
CHECKED: DATE:
APPROVED: DATE:
SURVEY DATE:
SURVEY BY:
FIELD BOOK No.:

THRASHER
600 WHITE OAKS BLVD. P.O. BOX 940
BRIDGEPORT, WV 26330
www.thethrashergroup.com
PHONE (304) 624-4108
FAX (304) 624-7831

PHASE No.
CONTRACT No.
PROJECT No. 1-01-030-10000

CONCEPTUAL DESIGN PLANS FOR CITY OF CLARKSBURG VETERANS PARK PICKLEBALL COURT HARRISON COUNTY, WEST VIRGINIA SITE PLAN

SHEET No. 01

CAD FILE: K:\060\060-0434 TE\ Landscape Architecture Planning\Drawing\Conceptual Design Zone\Concept Plan.dwg PLOT DATE/TIME: 3/4/2022 12:07 PM LAYOUT: Layout1 USER: eric.wilmer

A

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, March 9, 2022, through Tuesday, March 15, 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, March 9, 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, **IRMA LUCILLE PHILLIPS** was appointed and qualified as ADMINISTRATRIX of the estate of **EDWARD RAYMOND PHILLIPS**, deceased. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **LAWRENCE HENRY SHINGLETON** was appointed and qualified as ADMINISTRATOR of the estate of **BETSEY JO SHINGLETON**, deceased. No bond was required.

On, Monday, March 14, 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, **ELAINE VELTRI** was appointed and qualified as ADMINISTRATRIX of the estate of **SAMUEL LOUIS VELTRI**, deceased. Bond was 20,000.00.

On, Tuesday, March 15, 2022, the following matters were disposed of in the presence of the Clerk:

The said estate of **BEULAH LUCILLE ANDERSON**, deceased was referred to **JAMES C TURNER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

John R Spires
Clerk of the Harrison County Commission

Wednesday, March 23, 2022

Confirmed

Estate: 10160

C-1

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

MEETING MINUTES

The regular meeting of the East View Public Service District will be held on FEBUARY 8, 2022 AT NOON.

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

FINANCIAL:

1. WV Municipal Bond - $2838
2. USDA Rural Development Loan - $1081
3. Clarksburg Water Board - $1736.60
4. Clarksburg Sanitary Board - $3932.18
5. Payroll – $5105
6. CWCR Account - $458
7. HNB 2.5 % - $313
8. CWCR-S Account - $572
9. Frontier - $142.94
10. Dominion Energy - $169
11. US Cellular - $65.91
12. Tetrick and Bartlett - $652.00
13. Bennett & Dobbin - $250
14. Mon Power - $91.55
15. HNB - $45
16. Exponet-Telegram - $72
17. Norton – 111.29
18. Enterprise Sanitation - $39.46
19. Federal Deposit - $1002 (Withholdings)
20. State of WV Deposit - $176 (Withholdings)
21. The Town of Anmoore - $45.55
22. Miss Utility of WV - $10
23. USPS - $194.
24. Misc - $547

NEW BUSINESS:

1. Review and renew WV Counties Risk Pool Insurance.
2. Review and renew Advantage Computer contract.
3. Review USDA Rural Development Loan statement.
4. Review WV Municipal Bond statement.

5. According to Seth Myers from the Office of Environmental Health Services, we have to take take Lead and Copper every six months.

Discuss new and old projects for the year.

Clearing of Right of Way between Hanover and Washington

New lighting for the Center's hall.

Search for a newer work truck.

Check with MPD about options for the PSD's sign.

Furnace room does not have ceiling with water lines exposed.

OLD BUSINESS:

1. Established a Pool Policy.
2. We have obtained one bid for the clearing of the Right of Way between Hanover Street and Capitol Avenue where our Sewer and Water lines are in danger of being damaged due to the overgrowth and the sizable trees in the direct vicinity of our infrastructure. We are waiting for another one who is supposed to come.

C-2

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

MEETING MINUTES

The regular meeting of the East View Public Service District will be held on March 8, 2022 AT NOON.

Those in attendance: Michael Blake, James Harbert, Thomas Bryant (via: phone), Dawn Hogue, Laura Guzzi, Dave Layton, Thurman Shingleton and Charlotte Shaffer.

FINANCIAL:

WV Municipal Bond - $2838
USDA Rural Development Loan - $1081
Clarksburg Water Board - $2734.75
Clarksburg Sanitary Board - $5300.67
Payroll – $4654
CWCR Account - $544
HNB 2.5 % - $340
CWCR-S Account - $497
Frontier - $141.77
Dominion Energy - $169
US Cellular - $68.90
Tetrick and Bartlett - $652.00
Bennett & Dobbin - $250
Mon Power - $120.78
HNB - $45
Exponet-Telegram - $72
RD Wilson: $195.37
Safeguard: $123.61
Advantage Computer: $375
Spruce CreekEnterprises: $500
Enterprise Sanitation - $39.46
Federal Deposit - $1002 (Withholdings)
State of WV Deposit - $176 (Withholdings)
The Town of Anmoore - $45.55
Miss Utility of WV - $10
USPS - $194.
Misc - $545

NEW BUSINESS:

1. Update on Right of Way clearing. Water leak was repaired in the right of way where trees and overgrowth had to be removed by the excavator operator. Total cost of $788.32 plus additional

manpower. Water loss in January was 212,000 for January and 353,000 for February for a total of 565,000 gallons on our Layafette side PWS# 3301736. I have received two bids to date. Discussed approaching the Harrison County Commission for funding assistance as we were not awarded any of the ARPA funds. I reached out to Commissioner Trecost who didn't seem receptive to assisting us for the cost.
We may have a leak on the Powell side PWS# 3301737.

2. Ordering No parking signs along our fence and dropbox. Harrison County Senior's satellite blocks our dropbox on Friday's.
3. Purchased a vent for the furnace room door, per Dominion Energy. Filed a claim for the hot water heater we had to replace.
4. Purchased Smoke/Carbon Monoxide detectors.
5. We will be taking Lead and Copper samples March 22 as per EPA guidelines. We are going to distribute survey's for the residence's type of water lines, per the EPA, at the same time.

OLD BUSINES:

Discussed new and old projects for the year:

Clearing of Right of Way between Hanover and Capitol.
New lighting for the Center's hall.
Search for a newer work truck.
Check with MPD about options for the PSD's sign.
Furnace room does not have ceiling with water lines exposed.

C-3

GREATER HARRISON COUNTY P.S.D.

"Meeting held in Town of West Milford Council Chambers"

Agenda
March 16, 2022

4:00 pm Board Meeting Convenes

4:05 pm Call for approval of minutes from 02/16/2022 regular board meeting

4:15 pm Public comment period

ACTION ITEMS

A. Logan Alastanos (Thrasher)

1. GHCPSD Sewer Projects
    - A. Phase II/Rt. 73
        - a. Construction Updates
    - B. Enterprise Project
        - a. Construction Update
    - C. Sludge Removal Project
        - a. Design Update
    - D. Quiet Dell
        - a. Plant Location and Access
    - E. Woodstock Heights Sanitary Sewer Extension Project
        - a. Amendment #1
    - G. 10-Year Plan
        - a. General Update
    - H. River Crossings
        - a. General Update
2. GHCPSD Water Projects
    - A. Steven's Run
        - a. Project Update
    - B. Overall Water Project
        - a. Project Update
    - C. Locust Heights
        - a. Project Update
    - D. 10-Year Plan
        - a. General Discussion

B. Zack Dobbins (Accountant)/Ruth Ann Messenger

1. Water and Sewer Check Register and debit cards
2. Construction draw downs

C. Bill Hoover (General Manager)

1. Water
    A. Water Loss Report
    B. Water leak Report
2. Sewer
    A. General Update
3. Good of the District
    A. Leak Adjustment Policy

D. Patrick Lesmann (P&B Services LLC)

1. Package Plant Report
2. Sewer Plant Report

E. Sam Harold

F. Executive Session

1. Personnel Issues
2. Attorney
3. Consider and act on filing lawsuit against F&W with attorney
4. 8 million grant from County

C-4

Minutes of the Greater Harrison County Public Service District
For Wednesday, February 16, 2022

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

Others Present: Bill Hoover, Zack Dobbins, Sam Harold, Logan Alastanos, Kylea Radcliff, Glen Cook and Steve Diehl

Proceedings: Meeting called to order by James Scudere

Meeting Minutes for January: Mark Leonard made a motion approve the January meeting minutes, seconded by James Scudere and unanimously accepted.

A moment of silence was taken in remembrance of Ray Vanhorn

Public Comments: Rover Construction, Steve Diehl and Glen Cook present for comments

Agenda Items:

Thrasher Engineering provided by Logan Alastanos

Sewer Project

Phase 2 Rt. 73 – Construction Updates

Contract has been substantially complete. They finalized a couple taps and manholes have been completed. Right now, they are just finishing up final clean ups. We have stopped all construction meetings. We do have change orders. Contract #3 Change order #6 – this is a partial quantity adjustment change order. We overran on a couple quantities. This is in an increase of $181,909.10 this is no time extension, just quantity adjustment. The contract price with the increase is now $6,742,453.10. We will need a motion to approve. A motion to approve Change order #6 was made by Thomas Michael, seconded by James Scudere and unanimously accepted. We also have Change order #7 which is for additional paving on the parking pads in Greentree Village. The parking pads came to a total of 154 ton of asphalt to a total of $34,034.00, which takes the contract price to $6,776,487.10. This change order adds 12 days per the contractor's request. A motion to approve Change order #7 was made by Thomas Michael, seconded by James Scudere and unanimously accepted. There are no current outstanding requests.

Rover Construction –

Glen Cook states, a time extension was requested through the first of June because as you know the substantial completion was December 22nd. We figured with the weather it would take us until the first of June. Since we were put on the agenda I got a letter from Thrasher rejecting that time extension. James Scudere made a motion to move into executive with the engineers only. Thomas Michael suggested that we hear the reasoning from Kylea first before moving. Kylea stated; The reason the request was rejected is they requested an additional 330 days additional sometime in October. We felt it did not meet the conditions of the contract for us to recommend a time extension to you. The basis that they were making was due to rock encountered. Through the contract I was not able to recommend a time extension because we don't set the production through the bidding of the projects. I did not feel that I had grounds based on the information provided to ask for a time extension to the board. I agreed that they ran into rock, however the contract states that all digging is all classified. Thomas Michael inquired to Glen Cook, "is that what this is about?". Glen replied, "Yes, there is also a section in the specs that states that if you run into something of unusual nature, Rover has done 4 other projects in this area. We didn't hit anything like the volume of rock or hardness of the rock like we have

hit on Rt. 73." Thomas Michael inquired, "so 330 days?" Kylea stated that the contract start date was September 6, 2019 which called for 333 days to substantial completion and 360 days to final completion. Final completion would take you to August 31 of 2020. We have executed change orders prior to today to 629 to substantial completion. 659 to final completion, would be June 26, 2021. The 330 would be added to 527 and 626. Mr. Cook questioned are you going to charge me for liquidated damages because as of right now our contract was only until June of 2021. Without a contract we still have liquidated damages. Mr. Diehl added this is an unprecedented amount of rock we've experienced here or by our competitors. Thomas Michael stated that he will second a motion to go into executive session and discuss this with our attorney. The motion was unanimously accepted.

Executive Session –
A motion to conclude executive session was made by Thomas Michael, seconded by James Scudere and unanimously accepted. Thomas Michael stated that the board will move based on the Engineers recommendation on the request for additional time extension being denied. At this time, I motion that we will not make any decisions on liquidated damages because the contract has not reached the final completion yet. The motion was seconded by James Scudere and unanimously accepted.

Glen Cook mentioned the retainage request which was estimate #27 originally requested a reduction in retainage to 5% in the contract at substantial completion. I included again on estimate #28 that you will be presented tonight. Do you think you all will approve that? Kylea stated that because you had requested that be on the agenda today. We had previously made our recommendation so we brought it to the board to allow them to make it. I personally, as the engineer do not recommend the reduction at this point. There are some items that need taken care of and some things we call damages which would allow you to retain the 10% at this time. Basically the 10% of the current contract price would be $656,054.40, understand the damages and offsets of what the district has incurred exceeds this amount. The contract allows you to reduce the retainage upon substantial completion to a maximum of 5%. Thomas Michael inquired to Glen Cook, why would you want it reduced. Typically, the retainage is reduced to 5% and is held to cover in case we would just walk away. So, you hold enough to make sure you have enough to cover clean up. Steve Diehl added that their company has never incurred anything like this. Kylea added that there are potential liquidated damages to this point would total $322,000, there are the bond payments that the PSD has had to forward, fees associated with the customers not being able to be connected, increase in professional fees – like the project representative, lost revenues – those all value greater that the 5% you would be retaining. Thomas Michael added that he feels it should be at 10% and a motion is not needed since no change is being made.

Enterprise Project – Construction Update
The project is progressing, the construction meeting for today had to be rescheduled. A meeting with the County Commission and their grant team overlapped the construction meeting. It is roughly 80% complete. They are working on the connection for metering device on the Worthington Waste Water Treatment location. They are working on some road bores on the street leaving Enterprise. At this time there are no new change orders. The DEP finally approved the other change orders.

Sludge Removal Project-
We are still working through the design and getting plans and specs updated. The infrastructure council district #1 has run out of grant dollars. They will get more funds in June. They are currently working to see if they can transfer some loan dollars to grant dollars.

Quiet Dell –
We have sighted in a plant location. We did receive the waste load allocation, we have sent that out to suppliers to get different type of technologies and costs. We are working on meeting with the property owners for both the plant and plant access road. In the meeting today, we tried to get an understanding from the county what exactly they will need to issue us the binding commitment letter of the 8 million dollars. That will be hugely important for the planning document we submit for the other funding. We will work with Bill to get a formal request into them for that. Thomas Michael inquired on the plant being a so close to the house, it is only 200' from the house. Logan replied that we will make sure it is a minimum of 300'. There are other properties through here and we will move it as far away as possible from the house. Kylea added, "we can footprint and get it situated on that site for you to see!"

Woodstock Heights Sanitary Sewer Extension Project –
We have a PER approved, we go through the Infrastructure Council. This will have to be converted into a facility plan. We are working through the design as well. This will also be subject to the $500,000 issue we are facing on the Sludge Removal Project. There will be a few right of ways associated with this.

10-Year Plan –
Bill and I continue to review these items and keep it up to date for anything new.

River Crossings-
This has become quite an issue but finally we have a meeting scheduled next Tuesday with the Fish and Wildlife, the American Rivers Organization, Wendy Madden from Congressman McKinley's office, Bill and I. Hopefully we will be able to move this forward. All Board members can attend March 1st at 10 am.

Water Projects
Steven's Run-
I spoke with contractor and all of the 6" pipe has been delivered. He should have an update on the 4", which he hopes to have it within the next four weeks.

Overall Water Project –
We are getting everything finalized to hopefully submit. Zack added, once we figure out what type of funding is needed then we can approach the County Commission for possible increase.

Locust Heights –
I hope we can approach the County Commission on some help. Being such a small project to use traditional funding methods is going to take much longer than necessary. This could be close to $200,000 for 18 customers. It will continue to be a burden on the district until it is resolved. They are pretty much level with the Kirby Hill Tank. Their main complaint is the pumps. We need to get a booster pump in there and relay the lines.

10-Year Plan -
Bill and I are still reviewing and keeping updated.

Kylea added that there are stacks and stacks of information on the Route 73 project if there is anything needed please let me know. I'm expecting at some point there will be some final requests from them.

Finance: Report provided by Ruth Ann Messenger
Water and Sewer check registers with debit card transactions
-Water- Total amount for checks $130,436.15. This includes with 2 Eft's, first check #8398 thru 8422.
-Sewer- Total amount for checks and EFT's: $209,212.17. This includes 11 Eft's, first check #34729 thru 34791.
Debit card transactions totaled $2,001.99. A motion to approve was made by Thomas Michael, seconded by James Scudere and unanimously accepted.

Zack Dobbins – Bennett and Dobbins
Enterprise #18 resolution for $138,257.36 payable to the Thrasher Group, ProContracting and JD Utility Services. A motion to approve was made Mark Leonard, seconded by Thomas Michael and unanimously accepted.

Resolution #32 for Phase II/Rt. 73 in the amount of $249,202.75 payable to the Thrasher Group, JD Utility, Breckenridge Corporation and Rover Construction. I am asking for reimbursements to Greater Harrison County PSD for legal invoices in the amount of $8,960.50, reimbursement for various permits and insurance in the amount of $20,000.00, reimbursement for right of ways and easements legal work for $70,000. All of the invoices have been inserted and are going to be available to approve except for Rover Construction. When they submitted they had the total contract price of $6,677,132.60. It doesn't match their original contract price plus change orders, it should be $6,560,544.00. Kylea has signed this resolution and marked through what they ask for $558,839.62 because the lower the contingency down to 5%. The engineers are recommending $120,053.25. I believe that is basically what we discussed. Thomas Michael inquired on how that compares to what they ask for? Zack replied they ask for $558,000 and we are recommending $120,000. Thomas Michael motioned to approve Resolution #32 as provided for recommendation, seconded by Ruth Ann Messenger and unanimously accepted.

Thomas Michael inquired on the income statement for the water division, did this include the new rates? Zack replied that the majority did not include the increase. We had budgeted $8,000 per month and we have been below that for a while. The big issue being maintenance this month, all accounting billing and accounting. We had a lot of one-time bills on both water and sewer this month. We did bill Coon's Run for services current. January was a bad month all the way around.

Bill Hoover -
Water – Lost Creek/Mount Clare was at 49% up 8%, Valley of Good Hope was up 1% and Quiet Dell was at 34% up 18% with the overall at 36% an increase of 10%. We have one main and one service line in Lost Creek/Mount Clare, in Quiet Dell we had one main leak which I believe occurred for a while before found. Lost Creek/Mount Clare we have been out looking for leaks. When a meter bottom freezes on a meter the customers still have pressure. We replaced 12 in Lost Creek/Mount Clare last month. We will try to get a handle on these for the water loss. Bill explained how this occurs. No loss was accounted for in the water loss.

Coon's Run was at 30% but we found a leak on a River Bank, it was leaking and we couldn't see it.

Sewer

We had a DEP inspection two Wednesday's ago, it was more a records check. They wanted to bring it to our attention that the landfill was out of business now and they knew it. We have increased the flow which is good for us until the end of February. They have been sending us about 60,000 a day. Zack added that the unusual charges are up about 60%. We have a 2nd request in to accept more until March 30th.

We had to repair a bar screen 18 months ago and it went bad last week. We sent it out to Michael's Incorporated for repair. We do not have a cost on the repair right now.

Good of the District

Mr. Quinn in Anmoore has requested water service from Greater Harrison County. The water main that he laid into Sterling Ridge crosses in front of his house. He has a complaint in with the PSC and I believe they will allow him to tie on.

West Virginian Water sent me an email about coming to the Board meeting and speak about what they do. They are a for profit, they come in buy your debt and take your system and your gone. I told him I had no desire to speak with him but it was not up to me. "Would you like for Mr. Jake Glance to come in and talk to you about what they do?" Mark Leonard replied, "I don't see a need". Thomas Michael and James Scudere also replied no need to come in.

The PSC changed their leak adjustment policy so we had to have a new one created. I believe we present this to the board and then to the PSC for their approval. Thomas Michael said to adopt a new policy it should be on the agenda. Put it on the agenda for next month. We have just been following the old policy until we get this approved.

The letter was discussed regarding retainage fees, Kylea summarized what was discussed in case you choose to respond in writing. James Scudere inquired that the liquidated damages are not guesses? Kylea replied no and it is through today. Each day they are not complete it will continue to increase. Their retainage is about $656,000. They have removed all their equipment and their office trailer. Zack added that this is far from over, their attorney will submit a change order. There is still a punch list and restoration needed on this area.

James Scudure opened the floor for nomination, election of officers. Thomas Michael motioned for James Scudere, Mark Leonard and Ruth Ann Messenger to continue on service with the board, seconded by Mark Leonard and unanimously accepted.

James Scudere inquired on if another board member would be appointed? Bill added that perhaps if we send them a name they will approve another member. If the Coon's Run merger was done it would be ideal to get someone from that area.

Patrick Lesmann – (P&B Services)provided by Bill Hoover

He replaced a pump at Pheasant Ridge and we had no exceedance on permits. He had the flow meter calibrated at the Boothsville plant.

A motion to adjourn meeting was made by Mark Leonard, seconded by Ruth Ann Messenger and unanimously accepted.

The next regular monthly meeting will be held on March 16, 2022 at 4:00 pm.

Chairman _____
James Scudere

Treasurer _____
Ruth Ann Messenger

Secretary _____
Mark Leonard

Member _____
Thomas Michael

C-5

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
02/01/2022 - 02/28/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	169,927.40	189,025.00	(19,097.60)	95.35%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	28.27	300.00	(271.73)	0.02%
MISCELLANEOUS/RECONNECT FEES	7,757.82	341.67	7,416.15	4.35%
QUIET DELL LEASE	500.00	566.67	(66.67)	0.28%
TAP FEES	-	950.00	(950.00)	0.00%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	178,213.49	191,183.33	(12,969.84)	
EXPENSES				
ACCT, BILLING, & COLLECTING	3,531.59	5,133.33	(1,601.74)	2.06%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
CHEMICALS	100.00	108.33	(8.33)	0.06%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	24,610.85	29,350.00	(4,739.15)	14.39%
DIRECTORS FEES	440.79	491.67	(50.88)	0.26%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	5,822.29	6,241.67	(419.38)	3.40%
LAB SERVICE	829.00	925.00	(96.00)	0.48%
LABOR	27,996.29	28,441.67	(445.38)	16.37%
MAINTENANCE	12,299.14	11,216.67	1,082.47	7.19%
MISCELLANEOUS EXPENSE	-	33.33	(33.33)	0.00%
OFFICE SUPPLIES & EXPENSE	125.30	175.00	(49.70)	0.07%
OUTSIDE SERVICES/CONTRACT LABOR	3,042.75	5,991.67	(2,948.92)	1.78%
POWER PURCHASED	3,611.66	3,308.33	303.33	2.11%
PROPERTY/LIABILITY & INJURIES INSURANCE	261.17	3,800.00	(3,538.83)	0.15%
REGULATORY COMMISSION	-	858.33	(858.33)	0.00%
RENEWAL & REPLACEMENT	375.00	3,975.00	(3,600.00)	0.22%
RENT EXPENSE	2,500.00	2,500.00	-	1.46%
TAXES	2,421.68	2,500.00	(78.32)	1.42%
TRANSPORTATION	2,215.53	3,491.67	(1,276.14)	1.30%
UTILITIES	1,362.97	925.00	437.97	0.80%
WATER PURCHASED	79,500.01	80,825.00	(1,324.99)	46.48%
TOTAL EXPENSES	171,046.02	190,291.67	(19,245.65)	
NET SURPLUS (DEFICIT)	7,167.47	891.67	6,275.80	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
02/01/2022 - 02/28/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	207,990.55	210,008.33	(2,017.78)	81.72%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.98%
INTEREST INCOME	59.69	833.33	(773.64)	0.02%
MISCELLANEOUS/RECONNECT FEES	-	-	-	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	1,900.00	1,741.67	158.33	0.75%
UNUSUAL CHARGE	42,063.97	15,991.67	26,072.30	16.53%
TOTAL INCOME	254,514.21	231,075.00	23,439.21	
EXPENSES				
ACCT, BILLING, & COLLECTING	726.53	1,058.33	(331.80)	0.29%
BRIDGEPORT SANITARY BOARD	10,138.14	8,783.33	1,354.81	4.01%
CHEMICALS	-	1,325.00	(1,325.00)	0.00%
CLARKSBURG SANITARY BOARD	3,772.30	2,025.00	1,747.30	1.49%
DEBT SERVICE	92,773.73	92,519.58	254.15	36.66%
DIRECTORS FEES	359.21	283.33	75.88	0.14%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	4,744.82	4,600.00	144.82	1.88%
LAB SERVICE	860.00	1,000.00	(140.00)	0.34%
LABOR	15,903.57	18,825.00	(2,921.43)	6.28%
MAINTENANCE	20,952.75	20,966.67	(13.92)	8.28%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	677.22	991.67	(314.45)	0.27%
OUTSIDE SERVICES/CONTRACT LABOR	13,111.98	23,766.67	(10,654.69)	5.18%
POWER PURCHASED	12,936.93	20,083.33	(7,146.40)	5.11%
PROPERTY/LIABILITY & INJURIES INSURANCE	212.83	1,758.33	(1,545.50)	0.08%
REGULATORY COMMISSION	-	608.33	(608.33)	0.00%
RENEWAL & REPLACEMENT	71,886.00	17,258.33	54,627.67	28.41%
RENT EXPENSE	-	-	-	0.00%
TAXES	759.80	1,716.67	(956.87)	0.30%
TRANSPORTATION	1,805.52	1,983.33	(177.81)	0.71%
UTILITIES	1,420.21	516.67	903.54	0.56%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	253,041.54	220,069.58	32,971.96	
NET SURPLUS (DEFICIT)	1,472.67	11,005.42	(9,532.75)	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
02/01/2022 - 02/28/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	377,917.95	399,033.33	(21,115.38)	87.33%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.58%
INTEREST INCOME	87.96	1,133.33	(1,045.37)	0.02%
MISCELLANEOUS/RECONNECT FEES	7,757.82	341.67	7,416.15	1.79%
QUIET DELL LEASE	500.00	566.67	(66.67)	0.12%
TAP FEES	1,900.00	2,691.67	(791.67)	0.44%
UNUSUAL CHARGE	42,063.97	15,991.67	26,072.30	9.72%
TOTAL INCOME	432,727.70	422,258.33	10,469.37	
EXPENSES				
ACCT, BILLING, & COLLECTING	4,258.12	6,191.67	(1,933.55)	1.00%
BRIDGEPORT SANITARY BOARD	10,138.14	8,783.33	1,354.81	2.39%
CHEMICALS	100.00	1,433.33	(1,333.33)	0.02%
CLARKSBURG SANITARY BOARD	3,772.30	2,025.00	1,747.30	0.89%
DEBT SERVICE	117,384.58	121,869.58	(4,485.00)	27.68%
DIRECTORS FEES	800.00	775.00	25.00	0.19%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	10,567.11	10,841.67	(274.56)	2.49%
LAB SERVICE	1,689.00	1,925.00	(236.00)	0.40%
LABOR	43,899.86	47,266.67	(3,366.81)	10.35%
MAINTENANCE	33,251.89	32,183.33	1,068.56	7.84%
MISCELLANEOUS EXPENSE	-	33.33	(33.33)	0.00%
OFFICE SUPPLIES & EXPENSE	802.52	1,166.67	(364.15)	0.19%
OUTSIDE SERVICES/CONTRACT LABOR	16,154.73	29,758.33	(13,603.60)	3.81%
POWER PURCHASED	16,548.59	23,391.67	(6,843.08)	3.90%
PROPERTY/LIABILITY & INJURIES INSURANCE	474.00	5,558.33	(5,084.33)	0.11%
REGULATORY COMMISSION	-	1,466.67	(1,466.67)	0.00%
RENEWAL & REPLACEMENT	72,261.00	21,233.33	51,027.67	17.04%
RENT EXPENSE	2,500.00	2,500.00	-	0.59%
TAXES	3,181.48	4,216.67	(1,035.19)	0.75%
TRANSPORTATION	4,021.05	5,475.00	(1,453.95)	0.95%
UTILITIES	2,783.18	1,441.67	1,341.51	0.66%
WATER PURCHASED	79,500.01	80,825.00	(1,324.99)	18.75%
TOTAL EXPENSES	424,087.56	410,361.25	13,726.31	
NET SURPLUS (DEFICIT)	8,640.14	11,897.08	(3,256.94)	

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2021 - 02/28/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	1,425,291.16	1,512,200.00	(86,908.84)	97.04%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	271.86	2,400.00	(2,128.14)	0.02%
MISCELLANEOUS/RECONNECT FEES	35,348.65	2,733.33	32,615.32	2.41%
QUIET DELL LEASE	4,000.00	4,533.33	(533.33)	0.27%
TAP FEES	3,900.00	7,600.00	(3,700.00)	0.27%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	1,468,811.67	1,529,466.67	(60,655.00)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	46,181.40	41,066.67	5,114.73	3.21%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
CHEMICALS	1,780.00	866.67	913.33	0.12%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	196,886.80	234,800.00	(37,913.20)	13.67%
DIRECTORS FEES	4,659.60	3,933.33	726.27	0.32%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	47,800.72	49,933.33	(2,132.61)	3.32%
LAB SERVICE	6,692.81	7,400.00	(707.19)	0.46%
LABOR	238,388.98	227,533.33	10,855.65	16.55%
MAINTENANCE	112,906.45	89,733.33	23,173.12	7.84%
MISCELLANEOUS EXPENSE	4,732.65	266.67	4,465.98	0.33%
OFFICE SUPPLIES & EXPENSE	1,723.17	1,400.00	323.17	0.12%
OUTSIDE SERVICES/CONTRACT LABOR	45,823.84	47,933.33	(2,109.49)	3.18%
POWER PURCHASED	30,069.92	26,466.67	3,603.25	2.09%
PROPERTY/LIABILITY & INJURIES INSURANCE	15,063.01	30,400.00	(15,336.99)	1.05%
REGULATORY COMMISSION	9,402.34	6,866.67	2,535.67	0.65%
RENEWAL & REPLACEMENT	1,875.00	31,800.00	(29,925.00)	0.13%
RENT EXPENSE	20,000.00	20,000.00	-	1.39%
TAXES	20,620.66	20,000.00	620.66	1.43%
TRANSPORTATION	28,488.07	27,933.33	554.74	1.98%
UTILITIES	6,591.63	7,400.00	(808.37)	0.46%
WATER PURCHASED	600,821.56	646,600.00	(45,778.44)	41.71%
TOTAL EXPENSES	1,440,508.61	1,522,333.33	(81,824.72)	100.00%
NET SURPLUS (DEFICIT)	28,303.06	7,133.33	21,169.73	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2021 -02/28/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	1,550,941.75	1,680,066.67	(129,124.92)	89.64%
FACILITIES CHARGE	20,000.00	20,000.00	-	1.16%
INTEREST INCOME	511.99	6,666.67	(6,154.68)	0.03%
MISCELLANEOUS/RECONNECT FEES	-	-	-	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	14,800.00	13,933.33	866.67	0.86%
UNUSUAL CHARGE	143,917.98	127,933.33	15,984.65	8.32%
TOTAL INCOME	1,730,171.72	1,848,600.00	(118,428.28)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	6,468.45	8,466.67	(1,998.22)	0.43%
BRIDGEPORT SANITARY BOARD	48,249.25	70,266.67	(22,017.42)	3.24%
CHEMICALS	3,661.04	10,600.00	(6,938.96)	0.25%
CLARKSBURG SANITARY BOARD	19,028.10	16,200.00	2,828.10	1.28%
DEBT SERVICE	649,139.38	740,156.67	(91,017.29)	43.60%
DIRECTORS FEES	3,490.40	2,266.67	1,223.73	0.23%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	36,157.05	36,800.00	(642.95)	2.43%
LAB SERVICE	3,323.21	8,000.00	(4,676.79)	0.22%
LABOR	127,016.28	150,600.00	(23,583.72)	8.53%
MAINTENANCE	109,031.24	167,733.33	(58,702.09)	7.32%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	10,866.40	7,933.33	2,933.07	0.73%
OUTSIDE SERVICES/CONTRACT LABOR	122,437.04	190,133.33	(67,696.29)	8.22%
POWER PURCHASED	95,924.14	160,666.67	(64,742.53)	6.44%
PROPERTY/LIABILITY & INJURIES INSURANCE	10,603.49	14,066.67	(3,463.18)	0.71%
REGULATORY COMMISSION	10,022.96	4,866.67	5,156.29	0.67%
RENEWAL & REPLACEMENT	197,890.95	138,066.67	59,824.28	13.29%
RENT EXPENSE	-	-	-	0.00%
TAXES	6,590.20	13,733.33	(7,143.13)	0.44%
TRANSPORTATION	19,593.56	15,866.67	3,726.89	1.32%
UTILITIES	9,411.42	4,133.33	5,278.09	0.63%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	1,488,904.56	1,760,556.67	(271,652.11)	100.00%
NET SURPLUS (DEFICIT)	241,267.16	88,043.33	153,223.83	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
07/01/2021 -02/28/22

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	2,976,232.91	3,192,266.67	(216,033.76)	93.04%
FACILITIES CHARGE	20,000.00	20,000.00	-	0.63%
INTEREST INCOME	783.85	9,066.67	(8,282.82)	0.02%
MISCELLANEOUS/RECONNECT FEES	35,348.65	2,733.33	32,615.32	1.10%
QUIET DELL LEASE	4,000.00	4,533.33	(533.33)	0.13%
TAP FEES	18,700.00	21,533.33	(2,833.33)	0.58%
UNUSUAL CHARGE	143,917.98	127,933.33	15,984.65	4.50%
TOTAL INCOME	3,198,983.39	3,378,066.67	(179,083.28)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	52,649.85	49,533.33	3,116.52	1.80%
BRIDGEPORT SANITARY BOARD	48,249.25	70,266.67	(22,017.42)	1.65%
CHEMICALS	5,441.04	11,466.67	(6,025.63)	0.19%
CLARKSBURG SANITARY BOARD	19,028.10	16,200.00	2,828.10	0.65%
DEBT SERVICE	846,026.18	974,956.67	(128,930.49)	28.88%
DIRECTORS FEES	8,150.00	6,200.00	1,950.00	0.28%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	83,957.77	86,733.33	(2,775.56)	2.87%
LAB SERVICE	10,016.02	15,400.00	(5,383.98)	0.34%
LABOR	365,405.26	378,133.33	(12,728.07)	12.47%
MAINTENANCE	221,937.69	257,466.67	(35,528.98)	7.58%
MISCELLANEOUS EXPENSE	4,732.65	266.67	4,465.98	0.16%
OFFICE SUPPLIES & EXPENSE	12,589.57	9,333.33	3,256.24	0.43%
OUTSIDE SERVICES/CONTRACT LABOR	168,260.88	238,066.67	(69,805.79)	5.74%
POWER PURCHASED	125,994.06	187,133.33	(61,139.27)	4.30%
PROPERTY/LIABILITY & INJURIES INSURANCE	25,666.50	44,466.67	(18,800.17)	0.88%
REGULATORY COMMISSION	19,425.30	11,733.33	7,691.97	0.66%
RENEWAL & REPLACEMENT	199,765.95	169,866.67	29,899.28	6.82%
RENT EXPENSE	20,000.00	20,000.00	-	0.68%
TAXES	27,210.86	33,733.33	(6,522.47)	0.93%
TRANSPORTATION	48,081.63	43,800.00	4,281.63	1.64%
UTILITIES	16,003.05	11,533.33	4,469.72	0.55%
WATER PURCHASED	600,821.56	646,600.00	(45,778.44)	20.51%
TOTAL EXPENSES	2,929,413.17	3,282,890.00	(353,476.83)	100.00%
NET SURPLUS (DEFICIT)	269,570.22	95,176.67	174,393.55	

GREATER HARRISON COUNTY PSD - WATER
Statement of Cash Flows
February 2022

OPERATING ACTIVITIES		
Net Income (Loss)	$	7,167.47
Adjustments to reconcile Net Income		
to net cash provided by operations:		
Accounts Receivable	$	19,736.75
Accounts Payable	$	(3,331.84)
Customer Deposits	$	1,003.16
Due (From) To Sewer Fund	$	34,136.25
Net cash provided by Operating Activities	$	58,711.79
INVESTING ACTIVITIES		
Fixed Assets	$	-
	$	-
Net cash provided by Investing Activities	$	-
FINANCING ACTIVITIES		
5.5 Agreement	$	-
Grants	$	-
Net cash provided by Financing Activities	$	-
Net cash increase for period	$	58,711.79
Cash at beginning of period	$	982,826.51
Cash at end of period	**$**	**1,041,538.30**
Unrestricted Cash	$	608,820.64
Restricted Cash		
Depreciation Reserve	$	321,419.77
Bond Commission Sweep	$	26,503.00
Construction Stevens Run	$	50.00
SB 234	$	20,000.00
Customer Deposits	$	64,744.89
Total Restricted Cash	$	432,717.66
Total Unrestricted & Restricted Cash	**$**	**1,041,538.30**
	$	-

GREATER HARRISON COUNTY PSD - SEWER
Statement of Cash Flows
February 2022

OPERATING ACTIVITIES		
Net Income (Loss)	$	1,472.67
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Payable	$	(7,922.76)
Customer Deposits	$	5,089.47
Payroll Liabilities	$	(153.31)
Due (From) To Water Fund	$	(34,136.25)
Net cash provided by Operating Activities	$	(35,650.18)
INVESTING ACTIVITIES		
1450 · WORK IN PROGRESS:Row's & Land	$	-
Fixed Assets Project	$	(503,496.47)
Net cash provided by Investing Activities	$	(503,496.47)
FINANCING ACTIVITIES		
	$	-
5.5 Agreement	$	-
Draw on Bond & Grants	$	440,161.75
Net cash provided by Financing Activities	$	440,161.75
Net cash increase for period	$	(98,984.90)
Cash at beginning of period	$	2,219,811.72
Cash at end of period	**$**	**2,120,826.82**
Unrestricted Cash	$	914,230.86
Restricted Cash		
Construction Account	$	141,264.33
Depreciation Reserve	$	878,148.51
Rural Development Reserve	$	25,278.11
Bond Commission Sweep	$	52,754.44
SB 234	$	20,000.00
Customer Deposits	$	89,150.57
Total Restricted Cash	$	1,206,595.96
Total Unrestricted & Restricted Cash	**$**	**2,120,826.82**
	$	-

Charter
COMMUNICATIONS

Director
Government Affairs

D.

March 16, 2022

Via Email
Please Reply "Received"

Ms. Susan Thomas
Commission President
Harrison County Commission
Clarksburg, WV 26301

Re: Charter Communications – Upcoming Changes

Dear Ms. Thomas:

We value our customers and are committed to providing them with the latest products and technology. Programming fees charged by TV networks we carry are the greatest single factor in higher cable prices, and they continue to rise. Despite our best efforts, programming fees and other rising costs have impacted our pricing, resulting in changes to the rates we charge our customers.

Customers are being noticed via bill message regarding the following pricing changes that take effect on or after April 15, 2022. Note that these increases will not affect current customers' promotional rates until the end of the promotional period.

Services/Products/Equipment	Change
Broadcast TV Surcharge	Will increase by $3.01/month.
Spectrum TV Select	Will increase by $3.00/month.
Spectrum TV Silver	Will increase by $8.00/month.
Spectrum TV Gold	Will increase by $8.00/month.
Spectrum TV Latino Tier	Will increase by $2.01/month.
Spectrum Mi Plan Latino	Will increase by $5.00/month.
Spectrum TV Choice	Will increase by $5.00/month.
Spectrum Lifestyle Plan	Will increase by $5.00/month.
Spectrum TV Bundle Discount	Discount will decrease by $6.00/month.
Legacy Time Warner Cable Digital Tiers	Depending on customer package, will increase by $2 to $8.50/month.
Spectrum Digital Receivers	Will increase by $1.00/month.
Spectrum Digital Terminal Adapters	Will increase by $1.00/month.
Cable Cards	Will increase by $0.95/month.

We remain committed to providing excellent communications and entertainment services in your community. If you have any questions about this change, please feel free to contact me at (513) 386-5068 or via email at Jason.a.kershner@charter.com.

Sincerely,

Jason Kershner
Director, Government Affairs

Charter
COMMUNICATIONS

11325 Reed Hartman Hwy., Suite 148
Cincinnati, OH 45241
513.386.5068