Wednesday April 13, 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

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

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

Meeting ID: 762 816 0712

Passcode: 270967

Appointments:

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

10:05 A.M. --- Proclamation --- Child Abuse Prevention --- Jayne Landacre

10:15 A.M. --- Your Community Foundation on North Central WV (YCF) --- Bryan Benchoff

10:30 A.M. --- Funding Request --- Shinnston Municipal Pool --- Sonia McGrady

10:45 A.M. --- Funding Request --- Pawsitively Delish --- Christina Murphy

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A. Todd Justis --- Resignation --- Effective 04-15-2022 --- Assessor**
4. **Minutes and /or Amended Minutes of Previous Meeting**
   - **A. Regular Meeting Minutes 03-30-2022**
   - **B. Special Meeting Minutes 03-25-2022**
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A. Vendor Requisition List of Payments**
6. **Exonerations --- Corrective Tickets --- Joint Property Application Review – Discuss – Consider Resolution Authorizing Submission of a Proposal Review – Discuss – Consider Resolution Authorizing Submission of a Proposal *(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) *(NONE)***

8. Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission
    A. Requisition Number #56 --- Steptoe & Johnson $1380.00
9. Review – Discuss – Consider a Resolution Authorizing the Acceptance of funds from the WV Justice Reinvestment Initiative Treatment Supervision Grant Program
10. Review – Discuss – Consider Resolution Authorizing Submission of a Proposal for the FY 2023 Homeland Security Grant Program to Purchase Mobile & Portable Radios for Harrison County Sheriff's Department
11. Review – Discuss – Consider Resolution Authorizing Submission of a Proposal for the FY 2023 Homeland Security Grant Program to Purchase Equipment for Harrison County Sheriff's Department
12. Review – Discuss – Consider Drafting and Issuing a Request for Proposals for County Insurance Services re: Fiscal Year Beginning July 1, 2022
13. Review – Discuss – Consider Resolution Authorizing Submission of a Proposal to Senator Shelly Moore Capito's Office to be Considered for a Grant from the 2023 Congressionally Directed Spending
14. Review – Discuss – Consider Zoning Letter /Medical Cannabis Operations within Harrison County
15. Review – Discuss - Consider Execution of Memorandum of Understanding Related to Creation and Implementation of Opioid Foundation re: WV MLP Opioid Litigation
16. Administrator's Report
17. Commissioner Comments - Questions

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

A. Weekly Fiduciary Report from the County Clerk
B. Monthly Fiduciary Commission Settlements: ***(NONE)***
C. Review – Discuss - Consider Monthly Minutes/Financial Information from Various Boards, Committees and Public Service Districts:
    1. Sun Valley PSD --- Agenda 04-12-2022
    2. Clarksburg-Harrison Regional Housing Authority --- Annual Report 2021
    3. Enlarged Hepzibah PSD --- Agenda 04-11-2022

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

T-1. Bridgeport PD Notice of Membership --- Harrison & Taylor County 911 Advisory Board
T-2. Ordinance Modification Request Authorizing Volunteer Fire Companies & Paid Fire Companies to Charge Fees

10:30

4-13-2022

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

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

Date of Request: 3-28-2022

Organization Name: Shinnston Municipal Pool

Name & Title of Requestor: Sonia McGrady Park + Rec Director / Pool manager

Mailing Address of Organization and Responsible Person:
40 main St Shinnston WV 26431
If approved, this is where the check will be sent

Telephone: ——— Fax: _____ E-mail: Smcgrady@shinnstonwv.com

FEIN# ___ Ur organization an IRS 5OI(c) 3 not-for-profit?
If yes, attach IRS Status Letter
If no, please explain:

TOTAL Cost of Project/Activity: $ 16,200.00

Dollar Amount REQUESTED - Grant: $ 4000 Loan: $ _____

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

Have you previously received funds from the Harrison County Commission: (Y) N
If Yes, how much? If funded multi years - list by fiscal year?
When: 11/01/22 ;how much: $ 5,000
When: _____ ;how much: $

Purpose of request (one sentence): Pool / Slide repair and maintenance

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:
This funding will be applied towards to outstanding balance for necessary safety repairs to the pool Slide.

Are your financial statements audited by an outside accounting firm? (X) Y ( ) N
If Yes, by whom: Ahmed and Associates

Do you plan to recognize the Harrison County Commission's contribution? If Yes, how? Yes, we would have a write up in the Clarksburg Exponent

HARRISON COUNTY COMMISSION **SPECIAL FUNDING REQUEST**

(Name of Applicant) City of Shinnston 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) City of Shinnston, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) City of Shinnston 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) City of Shinnston 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 Sonia McGrady **Date** 3-28-2022

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: _____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

_____

Approval Signature Date

10:45

4-13-2022

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

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

Date of Request: April 13th, 2022

Organization Name: Pawsitively Delish

Name & Title of Requestor: Christina Murphy, owner

Mailing Address of Organization and Responsible Person:

If approved, this is where the check will be sent

Telephone: - Fax: E-mail: murpclynn@yahoo.com

FEIN# Is your organization an IRS 5OI(c) 3 not-for-profit? NO

If yes, attach IRS Status Letter

If no, please explain:

TOTAL Cost of Project/Activity: $ 1500.00

Dollar Amount REQUESTED - Grant: $ Loan: $

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

Have you previously received funds from the Harrison County Commission: Y (N)

If Yes, how much? If funded multi years - list by fiscal year?

When: ;how much: $

When: ;how much: $

Purpose of request (one sentence): Pet Expo Bags

If for a fair/festival/event, give dates and location: Yes Date: June 11, 2022 Location: HC Parks & Rec complex

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

I am organizing the 1st Annual Harrison County Pet Expo as a fundraiser for the Harrison County Humane Society. There will be many small pet need businesses promoting their services and I would like attendees to have tote bags for collection of information.

Are your financial statements audited by an outside accounting firm? O Y (O) N

If Yes, by whom:

Do you plan to recognize the Harrison County Commission's contribution? If Yes, how? Yes printed on the distributed hand out

HARRISON COUNTY COMMISSION **SPECIAL FUNDING REQUEST**

(Name of Applicant) Christina Murphy 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) Christina Murphy, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) Christina Murphy 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) Christina Murphy 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 ϕ
2. Current list of Board of Directors with addresses ϕ
3. list other contributors with dollar amounts to your project/event ϕ
4. Balance sheet and income statement for immediate prior year, or reason why no available new business on July 1 2022
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 Christina Murphy **Date** 4/13/2022

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: _____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

_____

Approval Signature Date

1st Annual Harrison County Pet Expo



Organized by Pawsitively Delish WV/Christina Murphy as a fundraiser for the Harrison County Humane Society

When: June 11, 2022
Where: Harrison County Parks and Recreation Center
43 Recreation Drive, Clarksburg, WV
Time: 10:00am - 4:00pm

3-A

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
4/8/22		| | |-| | |-| | | | |

NAME	ADDRESS
JUSTIS TODD	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		Assessor	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☒ DEPARTMENT	407	
☐ JOB		
☐ SHIFT	Resignation	Effective
☐ RATE		
☐ ADDRESS/PHONE	4/15/22	
☐ BENEFIT PLAN	End of Pay	
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

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

TYPE OF LEAVE _____

☐ OTHER (Explain) PAY Remaining Vacation hours IF HE HAS ANY

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 4/9/22
HUMAN RESOURCES MANAGER	DATE 4/8/2022

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4-A

At the regular meeting of the County Commission of Harrison County held on Wednesday March 30, 2022, Commissioners Susan J. Thomas, and Patsy Trecost II were present. Commissioner David Hinkle was present via zoom. Also present were John Spires, County Clerk, and Laura Pysz, County Administrator. Commissioner Thomas opened the meeting and led those present in prayer. Thomas led in the Pledge of Allegiance to the Flag. All motions passed unanimously unless otherwise noted.

Appointments:

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

10:05 A.M. --- Rocky Romano --- Computer Request – Rocky Romano, Assessor, spoke on a request for 37 new computers that could be used for the new building. Romano stated they are looking at 4-5 that need replaced very soon and 10-12 more that would need to be replaced by 2023. Romano presented bids for computers and monitors. Trecost asked why this request was not included in budget discussions. Hinkle asked if the computers could be paid for out of the monies from the $700,000.00 furniture and fixtures line item for the new building. Thomas stated she felt they needed to sit down and have a meeting with IT to discuss all the departments and their computer needs for the new building.

10:15 A.M. --- Shannon Cunningham – Snead --- Central WV Community Action Inc. --- Grant Funds to Assist Harrison County Residents with Hardship Due to COVID – Shannon Cunningham, Executive Director of Central WV Community Action, spoke about monies that they have received through grants. Cunningham spoke about mortgage assistance and rental assistance programs. Cunningham recommended that they reallocate $55,000 of the $75,000 for other projects.

NEW BUSINESS – Action Items for Consideration or Approval:

1. Public Comment Period – None
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. Erin Martin ---18 Hours --- Leave W/O Pay --- 911

B. Erin Martin --- Resignation --- Effective 03/20/2022 --- 911

C. Rebecca Vance --- Leave W/O Pay --- 13.25 Hours --- 911

D. Bryan Lowther --- FLMA --- 88 Hours Leave W/O Pay ---911

4. Minutes and /or Amended Minutes of Previous Meeting - Trecost made a motion to approve and adopt into record. Motion carried.

A. Regular Meeting Minutes 03-16-2022

5. Requisitions --- Purchase Orders --- Invoices – Laura Pysz, County Administrator, asked for work order #38326 for BLR to be pulled. Trecost made a motion to approve as directed by the County Administrator. Hinkle made a motion to remove invoice #38378 for Blue Gold Development in the amount of $96,849.00 due to a lack of a contract approved by the County Commission. Hinkle stated he could not find where this contact was brought to the Commission for approval. The contract seems to be written by the contractor themselves. Hinkle couldn't find where legal staff or the insurance company had reviewed it. Pysz stated the contract is one that Thrasher had brought forward when the bid was awarded. Hinkle voted yes. Thomas and Trecost voted no. Motion failed. On Trecost's motion, 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. Motion carried.

A. Exonerations --- See Exhibit A

7. Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements) – Trecost made a motion to approve A & B. Motion carried.

A. Requisition for Payment No. 48 --- Greenberg Traurig $3,625.00

B. Requisition for Payment No. (03/30/22) --- UMB Bank $2,159.33

8. Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission *(NONE)*

9. Review – Discuss Bridgeport PD Notice of Membership Harrison & Taylor County 911 Advisory Board – Laura Pysz, County Administrator, explained the request to appoint Mark Rogers to the Advisory Board. Hinkle asked if the request had been discussed with the Advisory Board. Pysz stated that it had not. Trecost made a motion to table until the advisory board has an opportunity to meet and discuss first. Motion carried.

10. Review – Discuss – Consider Ordinance Modification Request Authorizing Volunteer Fire Companies and Paid Fire Companies to Charge Fees – Steve Pulice, Fire Chief for the City of Clarksburg, spoke about increasing from $500 to $1,500.00 the monies that the fire departments could bill to insurance companies for reimbursement for their services at accident scenes. This reimbursement would help offset the cost of their equipment. Pulice stated there would not be any back billing to residents for any amount not covered by the insurance companies. Hinkle asked why the $500.00 billing has not been utilized

since 2003. Pulice stated it was a past administrative decision. Hinkle asked if the City of Clarksburg could not pass their own ordinance. Pulice stated County has to pass the ordinance first in order to exceed $500 amount in the current ordinance. Hinkle stated current ordinance does not have an inclusion for insurance companies, but only says persons or owners. Harry Faulk, Clarksburg City Manager, spoke about ways to bring in additional revenue. Trecost made a motion to increase fee from $500.00 to $1500.00 to be billed to only the insurance companies, pending legal approval. Hinkle stated he felt they needed to sit down and meet with all the fire departments to discuss fees and collection. Hinkle stated he had a real issue with any fire department suing for failure to make payments. Hinkle stated our ordinance has not been enforced. Hinkle asked for a meeting with all the fire departments. Trecost stated that we send it to legal for their review and then meet with the Fire Chief's association.

11. Administrator's Report – None

12. Commissioner Comments - Questions - Commissioner Thomas stated she would never entertain the idea of defunding the police and that of being against law enforcement. Thomas stated they had a budget to prepare and decisions to make. Thomas stated the Commission allocated funds for cruisers and the rest of the sheriff's budget. Thomas stated that the Sheriff's budget was $77,000.00 more than last year. Thomas stated the $77,000 did not include funds for body cameras, which she was willing to support. Thomas stated there were suggestions made at the meeting last week for options for funding of body cameras and other equipment. Thomas stated she was listening and will consider requests for the future. Thomas stated that revisions can be made on the budget in the future and that everyone knows this. Thomas stated maybe the public does not realize that budgets can be changed in the future, but there is a process to go through. Thomas stated that our county has one of the highest paid salaries for deputies and has the most deputies on staff of any county in the state.

Hinkle made a motion to adjourn. Motion carried.

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

_____ _____

Susan J. Thomas, President Date

4-4B

At the special meeting of the County Commission of Harrison County held on Friday, March 25, 2022, Commissioners Susan Thomas and Patsy Trecost II were present. Commissioner David Hinkle was present via zoom. Also present were Laura Pysz, County Administrator and John Spires, County Clerk. Commissioner Thomas called the meeting to order.

1. Review – Discuss – Consider 2022-2023 Budget

Laura Pysz, County Administrator, spoke about the General Fund revenue summary. Pysz stated she kept most of the things the same. Pysz increased the levy rate. Pysz added to payroll reimbursement. The total is $23,856,345.00. Hinkle asked about the oil and gas severance. Pysz stated she went through the numbers with bookkeeping and she took the oil and gas numbers to the low side. Hinkle asked why $200,000 increase for payroll reimbursement. Pysz stated she had a recommendation from the auditors. Hinkle asked to do the budget discussion first before looking at the number for revenue.

Laura Pysz, started with County Commission 401 budget. Pysz spoke about line item 401-03, which shows $740,000.00 for salary and wages. Pysz stated it included the salary of a litter control officer. Hinkle asked why the large increase. Pysz stated it was a 2% raise for the employees and the addition of a litter control officer. Hinkle asked what the 2% increase represented in the total figure. Pysz stated the 2% increase was $12,491.00 of the total figure. Pysz stated the balance of the increase was for the litter control officer that they will be reimbursed. Pysz stated they added a line item for capital outlay for cruisers. Hinkle made a recommendation to terminate Trey Simmerman, County Attorney, whose salary is $150,000.00 and for 23-00 set that to $200,000.00. Pysz stated that Mr. Simmerman's contract was renewed recently. Thomas made a motion to accept 401 as presented by the County Administrator. Hinkle made an amendement for the two items. Thomas stated she was not

agreeable to the amendment. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Laura Pysz, presented the budget for 402 – County Clerk. Hinkle made a motion to approve. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Laura Pysz, presented the budget for 403 – Circuit Clerk – Pysz spoke about FICA and retirement in the budget. Hinkle made a motion to approve with staff's recommendation. Motion approved.

Laura Pysz, presented the budget for 404 - Tax Office – Hinkle made a motion to approve as requested by the tax office. Hinkle voted yes. Thomas and Trecost voted no. Motion failed. Trecost made a motion to approve the budget as the administrator's recommendation. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Prosecuting attorney – 405 - Hinkle made motion to approve staff recommendation. Motion carried.

Assessor's Office – 406 – Trecost made a motion to approve staff recommendation. Thomas and Trecost voted yes. Hinkle voted no. Motion carried. Hinkle made a motion to approve the requested budget of the assessor. Hinkle voted yes. Trecost and Thomas voted no. Motion failed.

Statewide Computer - 408 – Trecost made a motion to approve staff recommendation. Motion carried.

Extension Service - 412 - Trecost made a motion to approve. Hinkle asked about increase in salary and wages. Pysz, County Administrator, stated they have had an administrative assistant position in the past that has not been filled. Hinkle made a motion to approve the requested budget from the extension service as presented. Hinkle voted yes. Thomas and Trecost voted no. Motion failed. Pysz stated they did not include retirement in their request. Thomas and Trecost voted yes for the previous motion from Trecost. Hinkle voted no. Motion carried.

Election – County Clerk - 413 – Trecost made a motion to approve the administrator's recommendation. Thomas and Trecost voted yes. Hinkle voted no. Motion carried. Hinkle made a motion to approve the budget as requested by the County Clerk. Hinkle voted yes. Thomas and Trecost voted no. Motion failed. Pysz stated that under election 413, the budget originally included two elections, but there is only one election for 2022-2023, so that explains the budget cut.

Magistrate Court - 415 – Trecost made a motion to approve Magistrate Court 415. Motion carried.

Circuit Court – Mental Hygiene - 416– Trecost made a motion to approve. Motion carried.

County Courthouse – 424 - Trecost made a motion to approve pursuant to staff's recommendation. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Regional Dues - 429 – Trecost made a motion to approve. Motion carried.

Planning Department – 439 - Trecost made a motion to approve. Hinkle made a motion to amend Trecost's motion to pull out $150,000 from nuisance ordinance- Trecost did not want to amend his motion. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Contingency – 699 - Trecost made a motion to approve. Pysz stated that it is for the elected official's raises. Motion carried.

Law Enforcement – 700 - Trecost made a motion to approve. Hinkle made a motion to accept the budget as requested by the Sheriff. Hinkle stated if we take monies from other funds, we can let the Sheriff use it for law enforcement and protection. Sheriff Matheny, asked to speak. Matheny stated the budget will not work for their department. Matheny stated his new equipment budget has been cut and he will have to do away with body cameras. Pysz, talked to the Sheriff about coming back at a later date with prices. On Hinkle's motion, Hinkle voted yes. Thomas and Trecost voted no. Motion failed. On Trecost's motion, Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Service of Process Area – 701 – Trecost made a motion to approve per staff's recommendation. Hinkle made a motion to approve the requested budget by the Sheriff. Hinkle stated there was monies available to fund the request. Hinkle voted yes. Thomas and Trecost voted no. Motion failed. On Trecost's original motion, Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Staging – Jail Holding – 703 – Trecost made a motion to approve as per staff's recommendation. Motion carried.

Regional Jail Area – 704 – Trecost made a motion to approve as staff's recommendation. Motion carried.

Home Confinement – 705 - Trecost made a motion to approve staff's recommendation. Motion carried.

Fire Departments – 713 – Trecost made a motion to approve staff's recommendation. Motion carried.

Garage Operations - 717 - Trecost made a motion to approve staff recommendation. Hinkle stated that since we are not replacing cruisers, there needs to be an increase to cover additional expenses for maintenance and repairs. Trecost and Thomas voted yes. Hinkle voted no. Motion carried

Public Library 916 – Trecost a motion to approve 916. Motion carried.

Trecost made a motion to approve the final budget as recommended by staff. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Trecost made a motion to approve coal severance. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

Trecost made a motion to approve the levy budgets as recommended by the county administrator for 711, 715, 716, 730, 800, 802, 804, 900, 913, 950, and senior citizen satellites. Thomas and Trecost voted yes. Hinkle asked about 913 and why there isn't any breakdown as to how the money is going to be spent. Pysz stated $700,000 for whatever the Commission deems. Hinkle asked about Parks and Recreation. Pysz stated we have not currently separated for them so for the time being, they have been included in the budget. Hinkle make a motion that the Parks and Recreation, Harrison County Senior Citizens and Ambulance Authority be awarded their money and to let them spend their monies. Trecost and Hinkle voted yes. Thomas noted no. Motion carried.

Trecost made a motion to adjourn.

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

_____ _____

Susan Thomas, President Date

April 13, 2022

5-A

Date of Meeting	April 13, 2022		
Work Order Number	Vendor Name	Amount of Invoice-Quote	Description
38467	Canon Financial Service	$200.46	Copier Rental/Home Conf
38483	Scantastik Inc.	$2,865.00	Scanner/Circuit Clerk
38511	Robins Perfect Fit	$20.00	Alterations for Kennedy
38513	Ace Aggregates, LLC	$1,433.89	Stone/Rail Trail/Spelter-G.Fall
38514	City of Bridgeport	$217.34	Water Service / 911
38515	FedEx	$35.13	Postage /Grants Department
38517	Lowe's Home Center	$197.96	Maintenance Supplies
38518	Summit Park PSD	$318.78	Service Summit Park Ballfield
38519	WV Fitness 24	$640.00	March 2022 Wellness
38526	The Water Shop	$249.25	Cooler Rental & Water Service
38527	Enterprise Sanitation	$71.56	Waste Collection/Wallace Park
38528	City of Shinnston	$29.33	Water Service/Animal Control
38529	Advance Auto Parts	$115.49	Various Automobile Parts
38530	Appalachian Tire Products, Inc.	$2,926.08	Tires/Restock / Garage
38531	Bruceton Petroleum Co.	$13,170.32	3476 Gallons of Reg. Fuel
38532	Chenoweth Ford	$699.07	Various Automobile Parts
38533	Fisher Auto Parts	$584.29	Various Automobile Parts
38534	Mon Power	$15.11	Service 5ummit Park Ballfield
38536	Libertel Associates	$359.00	20 Headsets Mute Switches/911
38537	Dominion Energy WV	$291.84	Service / 911 Center
38539	Enterprise 5anitation	$685.18	Service Various Locations
38540	Harrision Rural Electric	$3,477.00	Service Various Locations
38541	Hosty Equipment Company	$25.77	Swivel Repair Kit/Garage
38542	Software System Incorporated	$1,878.00	Level II & III Maintenance
38543	The Thrasher Group	$905.25	HCC-Annex Clerk of the Works
38546	U S Cellular	$33.04	Cell Service/Animal Control
38547	Waterway	$2,262.50	Spelter Fire Department
38548	Ar-Tel Communications	$4,883.60	Spelter Fire Department
38549	Select Advantage	$100.00	Pre-Employment Assessments
38554	West Virginia Paging	$81.00	Pagers/Magistrates
38557	U S Cellular	$786.95	Home Confinement
38566	Jeffery S. Starcher	$225.00	Training/ Deputies
38567	Trapuzzano's Uniforms	$267.00	Uniform Badges/ Ties
38568	Trapuzzano's Uniforms	$513.20	Uniform Pants/Service Bars
38570	West Virginia DMV	$1,125.00	DUI Classes/Comm. Corrections
38579	Amazon.com	$56.00	Replacement Cartridge
38582	Solar Winds	$228.00	Local Remote Support/ C.H.
38586	BSN Sports	$2,369.00	Basketball Hoops
38589	BSN Sports	$400.91	Footballs/Soccer balls/P&R
38594	East View Senior Citizens Satellite	$6,760.52	Allotment / FY 2021-2022
38595	Bridgeport Senior Citizens Satellite	$3,432.26	Allotment / FY 2021-2022
38596	Johnstown Senior Citizens Satellite	$3,432.26	Allotment / FY 2021-2022

April 13, 2022

38597	Lost Creek Senior Citizens Satellite	$4,836.37	Allotment / FY 2021-2022
38598	Lumberport Senior Citizens Satellite	$2,288.18	Allotment / FY 2021-2022
38599	Marshville Senior Citizens Satellite	$2,652.20	Allotment / FY 2021-2022
38600	Mt.Clare Senior Citizens Satellite	$6,240.42	Allotment / FY 2021-2022
38601	Sardis Senior Citizens Satellite	$1,496.19	Allotment / FY 2021-2022
38602	Shinnston Senior Citizens Satellite	$2,548.20	Allotment / FY 2021-2022
38603	Spelter Senior Citizens Satellite	$9,880.76	Allotment / FY 2021-2022
38604	WV Regional Jail & Correctional Facility Authority	$156,281.75	Inmate Housing/March 2022
38605	Wallace Senior Citizens Satellite	$1,664.50	Allotment / FY 2021-2022
38606	Ace Aggregates, LLC	$1,754.05	Stone/Rail Trail/Spelter-G.Fall
38607	Thomas Reuters-West	$483.47	Online /Software Subscription
38608	West Milford Senior Citizens Satellite	$1,768.14	Allotment / FY 2021-2022
38609	Tri-State Welding Supplies	$56.00	Welding Gas/ Maintenance
38610	U S Cellular	$1,545.27	Cell Phone & Data Service/911
38611	U S Cellular	$29.49	Wirless Service Modem/911
38612	Frontier	$345.72	Voice/Data Circuit/911
38613	Frontier	$1,613.92	Voice/Data Circuit/911
38614	Frontier	$68.92	Data Path Access/911
38615	Frontier	$210.00	Internet Access/911
38616	WM Corporate Services Inc.	$179.88	Waste Collection/911
38617	All Pets Animal Clinic	$115.00	K-9 Wellness
38618	R.D. Wilson	$40.11	Wrapping Paper/Mail Room
38621	Truist Bank	$120.83	Meals/Travel/Fuel/Deputies
38623	MCM Business	$1,439.60	Copy Paper /Courthouse
38624	The Arc of Harrison County	$400.00	Cleaning of Plaza
38625	Greater Harrison PSD	$31.05	Service Quiet Dell School
38626	State Electric Supply	$178.80	Maintenance Supplies
38627	U S Cellular	$5,563.63	Data Service/Modem Rentals
38629	West Virginia Network	$900.00	OZ Support 3rd Quarter Payment
38632	MCM Business System	$279.96	Black Toner / Assessor's Office
38651	Fifth Third Bank	$284.46	Parks & Rec. Complex
Erikka Wilson	General County Fund	$102,718.00	Reimbursement to General County Fund
WVU Extension	Jennifer Friend	$82.66	Travel Reimbursement
County Clerk	James & Law	$125.00	Notary Stamps
County Clerk	The Water Shop	$47.25	Water Service
County Clerk	Stationers	$150.00	Colored Paper
	Total	$366,787.12	

8-A

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

REQUISITION FORM

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

Ms. LaShawnda K. Fogle,

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

(1) Requisition Number: # 56
(2) Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330
(3) Amount: $ 1,380.00

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

B. The total obligation on account of which the payment requested herein is to be made is $ 1,380.00 of which has previously been paid, and $1,380.00 remains outstanding.

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

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

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

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

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

Dated this ____ day of _____, 2022.

THE COUNTY COMMISSION
OF HARRISON COUNTY

By:_____

Its:_____

Schedule I for Requisition #56

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.	Steptoe & Johnson PLLC	Professional Services	8-Apr-22	$1,380.00
b.				
c.				
d.				
e.				
f.				
Total				$ 1,380.00

(3) Total amount of disbursements pursuant to this Requisition: $ 1,380.00

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

Approval Signature

Date

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

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

DUE UPON RECEIPT

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

Invoice Date:	April 5, 2022
Invoice Number:	1038771
Matter Number:	384480.00043

FOR PROFESSIONAL SERVICES THROUGH MARCH 31, 2022

Client: Harrison County Commission

Matter: Harrison GSA Building Litigation

Total Current Fees	$	1,380.00
Total Current Due	**$**	**1,380.00**

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

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

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

Attorney-Client Communication - Privileged and Confidential

TIME DETAIL

Date	Initials	Description	Hours	Amount
03/16/22	AGR	Review and analyze order dismissing suit; email to client representatives with analysis of order dismissing suit; review email from Greg Schillace regarding dismissal order	0.50	175.00
03/16/22	RH	Analysis of Order Denying Motion to Dismiss and Dismissing without Prejudice	0.25	48.75
03/17/22	TLA	Review Order of Court dismissing case and confer with litigation and finance teams regarding same	1.00	325.00
03/17/22	AGR	Review and reply to email from Tom Aman regarding distribution of dismissal order; review email from Denise Snyder regarding dismissal order	0.25	87.50
03/18/22	TLA	Discuss preparation of continuing disclosure filing with Trustee	0.25	81.25
03/21/22	JWT	Draft voluntary EMMA diselosure re: dismissal order	1.25	343.75
03/21/22	TLA	Work on continuing disclosure to be filed by WesBanco on EMMA to provide notice of status of litigation	0.50	162.50
03/22/22	JWT	Revise and distribute voluntary continuing disclosure re: dismissal of litigation	0.25	68.75
03/22/22	AGR	Research and draft event notice	0.25	87.50
		Total		**$ 1,380.00**

TIMEKEEPER SUMMARY

Name	Title	Rate	Hours	Amount
Rosanne Hocevar	Paralegal	$195.00	0.25	48.75
Ancil G. Ramey	Member	$350.00	1.00	350.00
Thomas L. Aman, Jr.	Member	$325.00	1.75	568.75
Jason W. Turner	Member	$275.00	1.50	412.50
		Total	**4.50**	**$ 1,380.00**

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

DUE UPON RECEIPT

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

Invoice Date: April 5, 2022
Invoice Number: 1038771
Matter Number: 384480.00043

FOR PROFESSIONAL SERVICES THROUGH MARCH 31, 2022

REMITTANCE PAGE

Client: Harrison County Commission

Matter: Harrison GSA Building Litigation

Total Amount Due	**$**	**1,380.00**
Amount of Payment	**$**	_____

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

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

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

Attorney-Client Communication - Privileged and Confidential

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

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

Writer's Contact Information

304.933.8136
Thomas.Aman@steptoe-johnson.com

April 5, 2022

Via E-mail – lpysz@harrisoncountywv.gov

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

Re: Harrison GSA Building Litigation

Dear Ms. Pysz:

Enclosed is our statement for services and expenses incurred through March 31, 2022, in connection with the above referenced matter. Thank you for your attention to this matter and we appreciate the opportunity to be of service.

Please let me know if you have any questions.

Best regards.

Very truly yours,

Thomas L. Aman, Jr.

TLA/pjg
Enclosures
384480.00043

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF FUNDS FROM THE WV JUSTICE REINVESTMENT INITIATIVE TREATMENT SUPERVISION GRANT PROGRAM; ADOPTING ALL SPECIAL CONDITIONS AND ASSURANCES CONTAINED IN SAID GRANT; APPOINTING THE PRESIDENT OF THE HARRISON COUNTY COMMISSION TO ADMINISTER SAID PROGRAM

WHEREAS, the Community Corrections Program of Harrison County is important for the County's criminal justice services, and

WHEREAS, the Harrison County Commission participated in the Justice Reinvestment Act - Treatment Supervision Implementation Program through West Virginia Division of Justice and Community Services, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution to file an application to the West Virginia Division of Justice and Community Services to develop the capabilities of the community corrections program, and

WHEREAS, the Harrison County Commission is also required to adopt by official resolution all understandings and assurances contained in, and made a part of, said West Virginia Division of Justice and Community Services program, and

WHEREAS, it is required that the Harrison County Commission appoint an official representative of the Harrison County Commission to administer said program and to provide all additional information required by the State government, and

NOW, THEREFORE, BE IT RESOLVED, by the Harrison County Commission that:

1. The Harrison County Commission authorizes the acceptance of funds from the WV Justice Reinvestment Initiative Treatment Supervision Grant Program and the West Virginia Division of Justice and Community Services in the amount of **$80,000** and said program shall be in proper form and comply with all federal, state, and local laws.

2. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission in administering said Grant, including providing necessary additional information to the State government.

PASSED by the Harrison County Commission on this the 13th day of April 2022.

_____

Susan J. Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

10

A RESOLUTION AUTHORIZING THE SUBMISSION OF A PROPOSAL FOR THE FY23 HOMELAND SECURITY GRANT PROGRAM TO PURCHASE MOBILE AND PORTABLE RADIOS FOR HARRISON COUNTY SHERIFF'S DEPARTMENT

WHEREAS, the Harrison County Commission wishes to participate in the West Virginia Homeland Security Grant Program by submitting a proposal for FY2023 funds, and

WHEREAS, the Harrison County Commission recognizes the need for Mobile Radios to assist the Sheriff's Department field operations and communications, and

WHEREAS, the Harrison County Commission has determined that this project is eligible for funding from the West Virginia Department of Military Affairs and Public Safety, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution authorizing the submission of a proposal for funds from the West Virginia Homeland Security Grant Program, and

NOW, THEREFORE, BE IT RESOLVED, by the Harrison County Commission that:

1. The Harrison County Commission authorizes the submission of a proposal for the West Virginia Homeland Security Grant for FT 2023 funds in the amount not to exceed $73,250.00 and is in compliance with all federal, state, and local laws.

2. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission in administering said Homeland Security Grant Program, including providing necessary additional information to the State government.

PASSED by the Harrison County Commission on this the 13th day of April, 2022.

_____

Susan Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

11

A RESOLUTION AUTHORIZING THE SUBMISSION OF A PROPOSAL FOR THE FY2023 HOMELAND SECURITY GRANT PROGRAM TO PURCHASE EQUIPMENT FOR HARRISON COUNTY SHERIFF'S DEPARTMENT

WHEREAS, the Harrison County Commission wishes to participate in the West Virginia Homeland Security Grant Program by submitting a proposal for FY2023 funds, and

WHEREAS, the Harrison County Commission recognizes the need for a FLIR PackBot 525 to assist the Sheriff's Department SWAT team in field operations and be able to effectively assess any situation from a safe distance, and

WHEREAS, the Harrison County Commission has determined that this project is eligible for funding from the West Virginia Department of Military Affairs and Public Safety, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution authorizing the proposal for funds from the West Virginia Homeland Security Grant Program FY2023 funds, and

WHEREAS, it is required that the Harrison County Commission appoint an official representative of the Harrison County Commission to administer said program and to provide all additional information required by the State government.

NOW, THEREFORE, BE IT RESOLVED, by the Harrison County Commission that:

1. The Harrison County Commission authorizes the application for the West Virginia Homeland Security Grant in the amount not to exceed $274,260 and is in compliance with all federal, state, and local laws.

2. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission in administering said Homeland Security Grant Program, including providing necessary additional information to the State government.

PASSED by the Harrison County Commission on this the 13h day of April, 2022.

_____

Susan Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

13

A RESOLUTION AUTHORIZING THE SUBMISSION OF A PROPOSAL TO SENATOR SHELLEY MOORE CAPITO'S OFFICE, TO BE CONSIDERD FOR A GRANT FROM THE 2023 CONGRESSIONALLY DIRECTED SPENDING

WHEREAS, the Harrison County Commission wishes to participate and be considered for funds from the Congressionally Directed Spending to develop and complete the Rail Trail from Spelter to Haywood; and

WHEREAS, the Harrison County Commission, supports the recreational need and benefit of the Rail Trail in Harrison County and this will develop a section of the much larger trail system, the Pittsburgh to Parkersburg Corridor; and

WHEREAS, it is required that the Harrison County Commission appoint an official representative of the Harrison County Commission to administer said program and to provide all additional information required by the Federal Government, and

NOW, THEREFORE, BE IT RESOLVED, by the Harrison County Commission that:

1. The Harrison County Commission authorizes the proposal to Senator Capito's office in the amount of $2,958,000 to be considered for a grant from the 2023 Congressional Directed Spending. There is no match required for these funds, and

2. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission.

PASSED by the Harrison County Commission on this the 13th^{h} day of April, 2022

_____

Susan Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk



HARRISON COUNTY COURT HOUSE

Harrison County Commission

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

14.

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

April 7, 2022

Re: 1048 Anmoore Road, Bridgeport, WV 26330

Dear Recipient:

Please be advised that the Harrison County Commission has not adopted zoning, nor has the Harrison County Commission adopted any Ordinances, Rules and/or Regulations which would prohibit or otherwise restrict medical cannabis operations within Harrison County, West Virginia.

Please be further advised that all operations should be conducted consistent with Harrison County's adopted Ordinances, including Harrison County's Location Improvement Permit Ordinance, as well as consistent with federal and state law.

For your ease of use, I note that Harrison County's Ordinance are generally available at the following link: https://www.harrisoncountywv.com/ordinances.aspx.

Should you have any additional questions, or need additional information, do not hesitate to reach out.

Regards,

_____

Susan Thomas, President

United States of America

A

State of West Virginia **County of Harrison, ss:**

Clerk's Fiduciary Report

Estate from Wednesday, March 30, 2022, through Tuesday, April 5, 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 30, 2022, the following matters were disposed of in the presence of the Clerk:

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

LINDSAY B CUNNINGHAM, who was named in the last will and testament of **KAY ELIZABETH BURNETT**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

BARBARA MATHENY LINDER, who was named in the last will and testament of **GREGORY STEVEN LINDER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Thursday, March 31, 2022, the following matters were disposed of in the presence of the Clerk:

The said estate of **MICHAEL ROBERT CURRY**, deceased was referred to **JAMES A VARNER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **SHAWN MOON** was appointed and qualified as ADMINISTRATOR of the estate of **CHESTER HUGH MOON JR**, deceased. Bond was 50,000.00.

PAUL CHRISTAFORE, who was named in the last will and testament of **VIRGINIA MARIE CHRISTAFORE**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

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

MARK ALAN HENDERSON, who was named in the last will and testament of **ORAL ELI HENDERSON JR**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **TIMOTHY LAWRENCE WILSON JR** was appointed and qualified as ADMINISTRATOR of the estate of **TIMOTHY LAWRENCE WILSON SR**, deceased. Bond was 125,000.00.

A duly certified copy of the last will and testament of **KENNETH L CARVELL**, deceased, late a resident of Monongalia, West Virginia, was admitted to record.

A duly certified copy of the last will and testament of **LESLIE L BURR**, deceased, late a resident of Lewis, West Virginia, was admitted to record.

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

On, Friday, April 1, 2022, the following matters were disposed of in the presence of the Clerk:

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

JASON GRAHAM MARTIN, who was named in the last will and testament of **PATRICIA JO MARTIN**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **ROBERT PAUL SWIGER** was appointed and qualified as SUCCESSOR of the estate of **ROBERT FRANCIS SWIGER**, deceased. No bond was required.

On, Monday, April 4, 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, **CHRISSA RICHARDS** was appointed and qualified as ADMINISTRATRIX of the estate of **DUSTIN MICHAEL PAUGH**, deceased. Bond was 10,000.00.

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

ADAM HESS JONES, who was named in the last will and testament of **HELEN E JONES**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Tuesday, April 5, 2022, the following matters were disposed of in the presence of the Clerk:

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

FRED W GARRETT, who was named in the last will and testament of **ANNA BEATRICE GARRETT**, deceased, as CO EXECUTOR thereof, qualified as such. No bond was required.
JERRY D GARRETT, who was named in the last will and testament of **ANNA BEATRICE GARRETT**, deceased, as CO EXECUTOR thereof, qualified as such. No bond was required.

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

CHRISTOPHER R FOX, who was named in the last will and testament of **STEPHANIE KAY GOLDEN**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.



Wednesday, April 13, 2022

John R Spires
Clerk of the Harrison County Commission

Confirmed

C-1

Sun Valley Public Service District
Regular Board Meeting

Tuesday
April 12, 2022
3:30PM

AGENDA

1. Call meeting to order
2. Reading of the Minutes and Approval of Check Signing Document
3. Manager's Report
4. Old Business
5. New Business
   A. Review & Approve 15th Payment Request for Waterline Extension & Upgrade Project
   B. Review & Discuss & Proposed Budget for FY 2022-2023
6. Public Comments
7. Adjournment

C-2

Clarksburg-Harrison Regional Housing Authority

March 31, 2022

Susan Thomas, President
Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Dear Ms. Thomas:

Enclosed you will find the 2021 Annual Report on the Clarksburg-Harrison Regional Housing Authority. As Executive Director, I would like to present the Annual Report to the Harrison County Commission on behalf of the CHRHA and the Board of Commissioners. This report highlights the numerous programs that are available to the residents of Harrison County and the extraordinary work that is done by the staff of the CHRHA to ensure that our programs are administered in a manner that protects the availability of these affordable housing programs in the future.

If you have any questions regarding the information in this report, please do not hesitate to contact me at 304-623-3322 ext. 12.

Sincerely,

Rhonda L Lindsey

Rhonda L. Lindsey, Executive Director

433 Baltimore Avenue, Clarksburg, WV 26301
PHONE: 304-623-3322 FAX: 304-623-1536

Clarksburg-Harrison Regional Housing Authority

Annual Report



2021

Clarksburg-Harrison Regional Housing Authority

Board of Commissioners

Marcel Malfregeot – Chairperson
William Rota – Board Member
Sam Caputo – Board Member
Roger Diaz – Board Member
Delores Jackson – Board Member

Rhonda L. Lindsey
Executive Director

PUBLIC HOUSING

The Clarksburg-Harrison Regional Housing Authority (CHRHA) manages three communities in Clarksburg. They are Laurel Lanes, Mason House and Koupal Towers. The total number of units available for these locations is 323. During the past fiscal year, the lease up rate was 94%.

The CHRHA, through federal funds and rental income, disbursed $1,685,492 last fiscal year. These funds were used for maintenance and operation for the Authority and all of its locations. The economy was significantly impacted by the disbursement of these funds. Area vendors were used for supplies and services.

The Learning Oasis Center located at Laurel Lanes provides an After School program with tutoring available to help students with their homework. Although we began the year utilizing many of the pandemic protocols put in place during 2020, we slowly began in person tutoring and were able to return to the level of pre-pandemic activities for the children by the end of the year.

The Back-to-School Party and Back Pack Program was handled a little differently this year as well. The CHRHA staff delivered food to the families at Laurel Lanes rather than having the families come to the community building to eat in person. In addition, times were blocked off for the families with school aged children to pick up a bookbag filled with school supplies and snacks.



Mason House
130 Washington Avenue
Clarksburg, WV 26301

(Constructed in 1970)

60 Efficiency Units
35 One-Bedroom Units
5 Handicap Units

****

Koupal Towers
916 West Pike Street
Clarksburg, WV 26301

(Constructed in 1973)

100 Efficiency Units
20 One Bedroom Units
6 Handicap Units



****
****



Laurel Lanes
12th & Richards Avenue
Clarksburg, WV

(Constructed in 1972)



10 1-Bedroom Units - 22 2-Bedroom Units
45 3-Bedroom Units - 15 4-Bedroom Units
1 2-Bedroom Handicap Unit
4 3-Bedroom Handicap Units

CAPITAL FUND

The Capital Fund Program funding is received from HUD for modernization of all three communities. HUD approves our Agency Plan each year and modernization projects are completed utilizing these funds. The Agency Plan approval process includes a review of our goals and priorities to eliminate impediments to fair housing and ensure consistency with the State of WV Consolidated Plan.

The economic impact is also significant in Capital Fund expenditures. Local contractors and area suppliers benefit from these federal funds and contracts. Some of the in-progress and completed projects this year were the continued window and siding replacement on ten buildings at Laurel Lanes (making 28 of 32 buildings now complete) and a retaining wall was installed behind building eight. We continued the upgrade of LED lighting in all units, hallways, and common areas. A significant upgrade of both elevators was completed at Koupal Towers and structural damage to the 7th floor balcony was repaired. Appliances, cove base, carpet and tile were replaced on all units throughout the year as needed. The total amount of Capital Fund dollars disbursed during this period was $877,649.

SECTION 8
HOUSING CHOICE VOUCHER PROGRAM

The Section 8 program provides affordable housing utilizing local landlord participation. The goal of the program is to provide safe, decent and sanitary rental housing for eligible families in order to enhance opportunities for self-sufficiency and economic independence.

The program's economic impact is also evident through rental income provided to area landlords as well as standardizing the city and county's housing stock.

The total number of families assisted during this period was 738. The total number of landlords participating was 187. The amount of funding disbursed for the entire program was $3,277,423. During the past fiscal year, the utilization rate was 95%.

HOUSING CHOICE VOUCHER
FAMILY SELF-SUFFICIENCY PROGRAM

The Clarksburg-Harrison Regional Housing Authority now offers the Family Self-Sufficiency (FSS) program to its Housing Choice Voucher participants. The program has a capacity of 25 participants at one time, with additional volunteer participants enrolled. There were 38 FSS participants assisted in 2021.

The overall goal and objective of the FSS program is to help the family's transition from governmental dependency to economic independence and self-sufficiency.

The Clarksburg-Harrison Regional Housing Authority offers both credit counseling and homeownership opportunities to the FSS participants and they are encouraged to participate in both services.

The ultimate success for a family participating in our Self-Sufficiency program will be their move from rental assistance to owning a home of their own.

PERMANENT SUPPORTIVE HOUSING GRANT (PSH PROGRAM)

The Clarksburg-Harrison Regional Housing Authority's PSH Program leases units to individual and families experiencing chronic homelessness in Harrison County. Chronic homelessness is used to describe individuals and/or families who have experienced homelessness for at least a year, or repeatedly while struggling with a disabling condition(s) such as a serious mental illness, substance use disorder, physical disability, or chronic health conditions. The PSH Program has been a part of the Clarksburg-Harrison Regional housing Authority since July 2014. In 2021, approximately $457,270 was spent on housing costs and intensive case management for approximately 50 chronically homeless families and/or individuals in Harrison County. The purpose of the PSH grant is to eliminate chronic homelessness in Harrison County and is a major component of the Federal Strategic Plan to Prevent and End Homelessness. The PSH program is a nationally recognized, proven, and cost-effective solution for the needs of vulnerable individuals with disabilities who are experiencing chronic homelessness. The Housing First model is a requirement of the PSH grants, which has been nationally proven to be a highly effective solution to homelessness and a long-term housing retention rate of up to 98 percent. Housing First is an approach to quickly connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. A variety of voluntary services may be used to promote housing stability and well-being during and following housing placement. Providing access to housing results in cost savings for communities because housed individuals are less likely to utilize emergency services, including hospitals, jails, and emergency shelter, than those who are homeless with housing retention rates of up to 96%. PSH is decent, safe, affordable, community-based housing, providing participants with the rights of tenancy through leases and similar arrangement along with linking them to voluntary and flexible supports and services.

VETERANS AFFAIRS SUPPORTIVE HOUSING (VASH)

The Clarksburg-Harrison Regional Housing Authority received funding for 45 vouchers for the Veterans Affairs Support Housing Program (VASH). This program is specifically designed to assist homeless veterans with case management provided by the Veterans Affairs. In 2021, the Clarksburg-Harrison Regional Housing Authority had an average of 40 VASH units under lease.

PALACE ON MAIN APARTMENTS AND GLEN ELK APARTMENTS

The Clarksburg-Harrison Regional Housing Authority continues to administer the Project Based Vouchers (PBV) with The Palace on Main and Glen Elk Apartments. The total number of PBV units between the two properties is 58. There are 31 PBV units at the Palace on Main and 27 PBV units at Glen Elk Apartments. The total number of families assisted this year through the PBV program was 58. The total amount of subsidy paid in 2021 on behalf of the PBV units at these two properties combined was $287,845.

SUMMARY

In the past year, the U.S. Department of Housing and Urban Development, using the Public Housing Assessment System (PHAS) scoring procedure, designated the Clarksburg-Harrison Regional Housing Authority as a High Performer in Public Housing. The Authority was evaluated on financial, property, resident and management categories. The High Performer designation is the highest rating that can be achieved under the PHAS system. The Authority was also designated a High Performer by HUD for it's Section 8 Housing Choice Voucher Program using the Section 8 Management Assessment Program (SEMAP) scoring procedure. Criteria include inspections, certifications, financial and various related items.

The Board of Commissioners is pleased that the Clarksburg-Harrison Regional Housing Authority provides its residents with quality housing and services.

The Clarksburg-Harrison Regional Housing Authority generated approximately $7,190,860 into the local economy during this period which has had a significant and positive impact to the City and County.

A special thanks to the Harrison County Commission and the City of Clarksburg for their support of our programs.

Submitted by:

Rhonda L. Lindsey

Rhonda L. Lindsey
Executive Director
Clarksburg-Harrison Regional Housing Authority

C-3

Enlarged Hepzibah Public Service District
Regular Board Meeting

Monday
April 11, 2022
5:00PM

AGENDA

1. Call meeting to order
2. Reading of the Minutes and Approval of Check Signing Document
3. Manager's Report
4. Old Business
5. New Business
   A. Review & Discuss & Proposed Budget for FY 2022-2023
6. Public Comments
7. Adjournment

THIS MEETING WILL BE HELD AT SUN VALLEY PUBLIC SERVICE DISTRICT'S OFFICE, LOCATED AT 18 SABLE CIRCLE, REYNOLDSVILLE, WV 26422