Wednesday June 15, 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. --- Alley Closure --- HC Commission to Abandon 42" Alley --- Garret Street Extension

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A. Camille Peyatt --- Resignation --- Effective 07-04-2022 --- 911**
4. **Minutes and /or Amended Minutes of Previous Meeting: (NONE)**
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A. Vendor Requisition List of Payments**
6. **Exonerations --- Corrective Tickets --- Joint Property Application:**
   - **A. Exonerations --- See Exhibit A**
7. **Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements):**
   - **A. Requisition for Payment No. (6/15/2022) --- Jackson Kelly PLLC $767.00**

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:
    A. Requisition Number: #66 --- Art by Crim $10,000.00
    B. Requisition Number: #67 --- Silling Associates $16,537.50
9. Review – Discuss - Consider A Resolution Affirming the Harrison County Commission's Commitment to Support West Virginia Veterans and Veterans Services
10. Review - Discuss – Consider Business Zoning Compliance Form for Limited Lottery Retail License --- The Bar and Hotspot, 1350 Philippi Pike, Clarksburg, WV
11. Review – Discuss – Consider A Resolution Authorizing the Application for the West Virginia Justice Assistance Grant (JAG) Program
12. Review – Discuss – Consider A Resolution Authorizing the Acceptance of Funds from West Virginia Community Corrections Fund for Harrison County Correction Program
13. Review – Discuss - Consider WV Corp Insurance Proposal for FY23
    A. Harrison County Commission
    B. Harrison County Development Authority
14. Review – Discuss – Consider Harrison County Solid Waste Authority's Recommendation for Litter Control Officer --- Steven Snyder at pay grade 11-1
15. Review – Discuss – Consider Current or Revised 2022 Towing Policy for 2022 --- Possible Executive Session WV Code § 6-9A-4(2) (A)
16. Review – Discuss - Consider A Resolution Applying for the WV Courthouse Facilities Improvement Funds
17. Review – Discuss - Consider Evaluation of County Administrator --- Laura Pysz --- Possible Executive Session WV Code § 6-9A-4(2) (A)
18. Review – Discuss - Consider Budget Revisions --- Sheriff Department
19. Review – Discuss - Consider Budget Revisions --- Prosecuting Attorney
20. Review – Discuss - Consider Budget Revisions --- County Clerk
21. Review – Discuss - Consider Budget Revisions --- Circuit Clerk
22. Review – Discuss - Consider Budget Revisions --- County Commission
23. Review – Discuss - Consider Budget Revisions --- Vital Services
24. Review – Discuss - Consider Reappointment of William "Bill" Suan to Harrison County Planning Commission --- Term 07-01-2022 – 06-30-2025
25. Review – Discuss - Consider Reappointment of James A. Smith to Harrison County Planning Commission --- Term 07-01-2022 – 06-30-2025
26. Administrator's Report
27. 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. Monthly Minutes/Financial Information from Various Boards, Committees and Public Service Districts:
    1. Sun Valley PSD --- Agenda 06-14-2022
    2. Enlarged Hepzibah PSD --- Agenda 06-13-2022
    3. Greater Harrison County PSD --- Financials 05-31-2022
D. Thank you from Hotsinpiller Family for the Donation and Support for the Fallen Stars 5K Race
E. WV Extension & Community Development Homespun News --- Harrison County Family & Community Development Newsletter

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

T-1. Ordinance Modification Request Authorizing Volunteer Fire Companies & Paid Fire Companies to Charge Fees (03-30-2022)
T-2. Replacement of Elevators --- Bidding Process (05-11-2022)
T-3. Election Workers Pay Raises (05-18-2022)
T-4. Changes to Employee Handbook Made by County Attorney (06-08-2022)

Tax Parcel Viewer

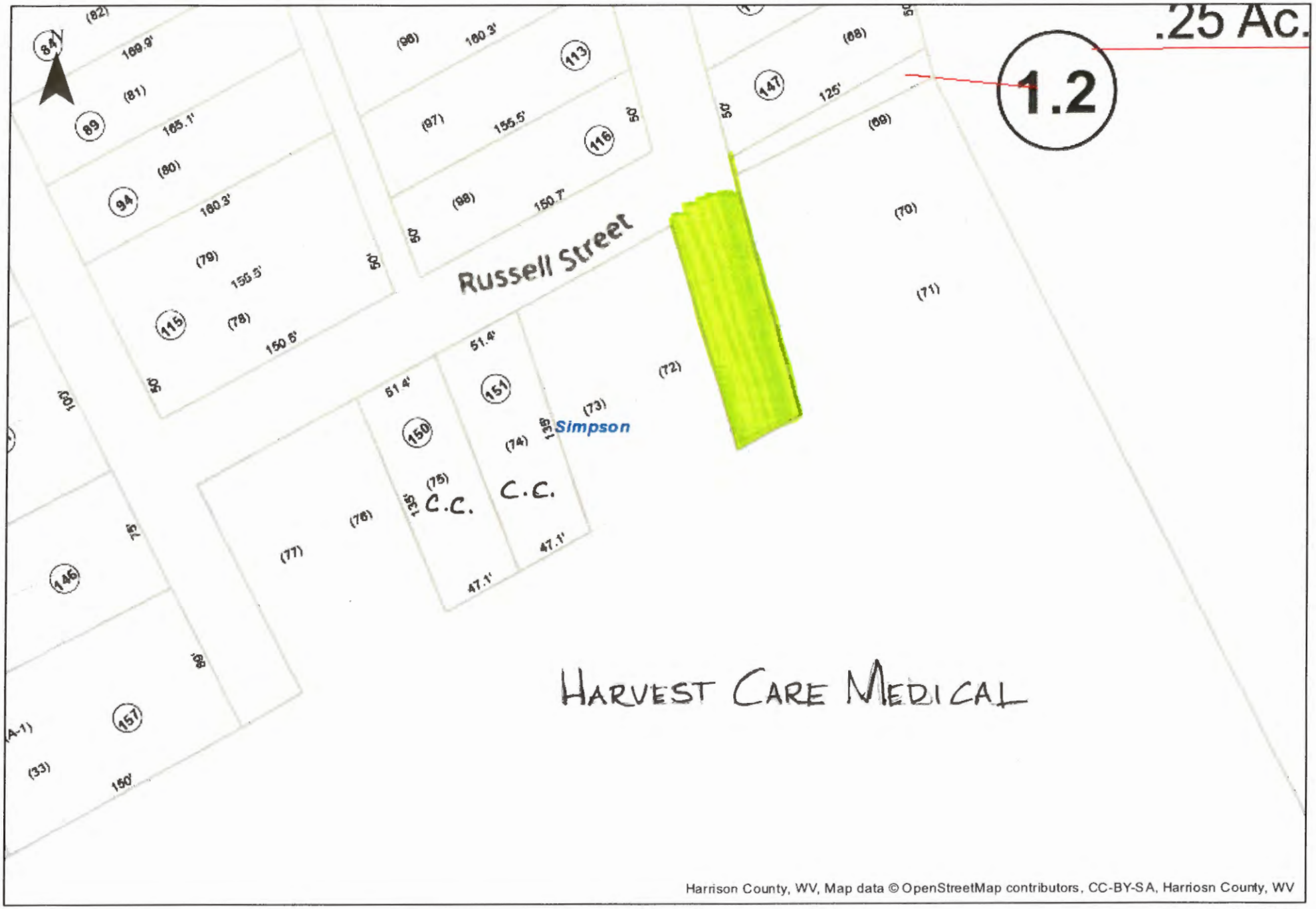


Joseph R. Romano
Harrison County Assessor

All tax maps created under the provisions of reappraisal legislation are the property of the Assessor of Harrison County, West Virginia and the reproduction, copying, modification, distribution or sale of such tax maps or any copies thereof without the written permission of the Harrison County Assessor is prohibited by law.

0 0.0075 0.015 0.03 0.045 0.06 mi

Tax Parcel Viewer



Date: 6/8/2022

Joseph R. Romano
Harrison County Assessor

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0 0.0075 0.015 0.03 0.045 0.06 mi

NOTICE OF PUBLIC HEARING

Notice is hereby given that on June 15, 2022, at 10:05 a.m. at the Harrison County Courthouse, Clarksburg, Harrison County, West Virginia, the County Commission of Harrison County, West Virginia, will conduct a public hearing regarding the Petition of the Harrison County Commission to abandon a 42" alley between the lots of the Petitioners described as Tax Map 310, Parcel 1.3 Lots 69, 70,71 and 72, situate in Simpson – Outside District Harrison County, West Virginia, at which time all interested parties may be heard with respect to said Petition.

7018 1830 0001 3940 3992

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

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

OFFICIAL USE

Certified Mail Fee
$

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

Postage
$

Total Postage and Fees
$

Postmark Here

Sent To HARVEST CARE MEDICAL
Street and Apt. No., or PO Box No. STREET CLOSURER
City, State, ZIP+4®

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

SENDER: COMPLETE THIS SECTION

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

1. Article Addressed to:

HARVEST CARE MEDICAL
204 RON WATSON ROAD
BRIDGEPORT, WV 26330

9590 9402 4664 8323 2210 49

2. Article Number *(Transfer from service label)*
7018 1830 0001 3940 3992

COMPLETE THIS SECTION ON DELIVERY

A. Signature
X
☐ Agent
☐ Addressee

B. Received by *(Printed Name)* Jesse Bayhan
C. Date of Delivery

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

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

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

Charlotte Shaffer

From: classified@theet.com
Sent: Tuesday, May 17, 2022 2:29 PM
To: Charlotte Shaffer
Subject: Classified Ad# 1340359 Confirmation

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The Exponent Telegram

P.O. Box 2000
Clarksburg, WV 26302
Phone: 304-626-1420
Fax: 304-622-3629
Classified@theet.com

Advertising Invoice

HARRISON COUNTY COMMISSION
301 W MAIN ST STE 301
ATTN: JACQUI TENNANT
CLARKSBURG, WV 26301

Acct#:870
Ad#:1340359
Phone#:304-624-8628
Date:05/17/2022

Salesperson: RACHEAL PLAUGHER Classification: Legal Ads Ad Size: 1.0 x 94.0

Advertisement Information:

Description	Start	Stop	Ins.	Cost/Day	Total
Classified Exponent	05/24/2022	05/24/2022	1	12.22	12.22
Affidavit Fee	-	-	-	-	3.00

Payment Information:

Date:	Order#	Type
05/17/2022	1340359	BILLED ACCOUNT

Total Amount: 15.22

Amount Due: 15.22

Attention: Please return the top portion of this invoice with your payment including account and ad number.

Ad Copy

NOTICE OF PUBLIC HEARING

Notice is hereby given that on June 15, 2022, at 10:05 a.m. at the Harrison County Courthouse, Clarksburg, Harrison County, West Virginia, the County Commission of Harrison County, West Virginia, will conduct a public hearing regarding the Petition of the Harrison County Commission to abandon a 42' alley between the lots of the Petitioners described as Tax Map 310, Parcel 1.3 Lots 69, 70,71 and 72, situate in Simpson - Outside District Harrison County, West Virginia, at which time all interested parties may be heard with respect to said Petition.

3-A

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
7/4/2022		| | |-| | |-| | | | |

NAME	ADDRESS
Camille Pruitt	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		911	

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

☐ HIRED	☐ 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) Resignation Effective 7-4-2022

Pay out Remaining Vacation

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 6/3/2022
HUMAN RESOURCES MANAGER	DATE 6/10/2022

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

June 15, 2022

5-A

Date of Meeting	June 15, 2022		
Work Order Number	Vendor Name	Amount of Invoice-Quote	Description
39362	BRG Precision Products	$315.10	Replacement Clock/911 Center
39374	Marsh Lumber & Builders Supply	$44.49	Lumber & Screws/Park&Rec
39376	Trapuzzano's Uniforms	$241.16	Uniform Pants/Deputy Nuzum
39377	Southern Area Library	$3,000.00	Allotment Correction 2022
39381	Nutter Fort Library	$3,000.00	Allotment Correction 2022
39383	Lowe Library	$3,000.00	Allotment Correction 2022
39384	Health Access	$15,193.75	4th Quarter Allotment 2022
39385	Marsh Lumber & Builders Supply	$9.75	Maintenance Supplies/Park& Rec
39386	Advantage Technology	$128.97	Outdoor Plaza WI-FI
39387	Atcom Services	$375.26	Fiber Cable/GSA Building
39389	Atcom Services	$1,993.04	Patch Cables/GSA Building
39390	Dell Technologies	$7,845.05	Backup Support &Service
39396	Trapuzzano's Uniforms	$974.20	Uniform Pants/Shirts/Process
39398	Trapuzzano's Uniforms	$267.00	Uniform Pants,Shirt & Name Tag/Law En.
39404	UniFirst Corporation	$64.05	Carpet Runner Rental/911
39406	Anytime Fitness	$128.00	Wellness for April
39408	James & Law	$228.45	Binders/Manuals/Park&Rec
39409	K-9 to Furkids	$1,000.00	Contributions from State
39410	West Virginia Network	$900.00	4th Quarter OZ Support
39411	Advance Auto Parts	$105.00	Floor Mats/ OEM Vechile
39412	Advance Auto Parts	$6.64	Tail Light Lens/Maintenance
39413	Appalachian Tire Products	$689.04	Tires/Animal Control
39414	City of Bridgeport	$222.02	Water Service /911 Center
39416	Advantage Technology	$1,726.36	Network Connecters /GSA Bld
39418	Hart Office Solutions	$379.98	Black Toner / Circuit Clerk
39420	Lowes Home Center	$39.83	Maintenance Supplies/911
39424	CityNet	$11,170.12	Voice,Internet & Data/Courthouse
39425	Crendential Research	$53.50	Back Ground Check
39426	Fisher Auto Parts	$571.09	Various Automobile Parts
39427	Fed Ex	$62.58	Postage/Grants Department
39428	Harry Green	$105.95	Wheel Alignment
39429	Mon Power	$1,602.94	633 W. Main St./Property
39430	Dominion Energy of WV	$90.09	Service 911 Center
39431	Harrison Rural Electric	$3,583.08	Lost Creek & 911
39432	Software System Incorporated	$1,878.00	Level 2 & 3 Maintenance
39433	State Electric Supply	$239.02	Supplies/Courthouse
39434	Stationers	$1,639.60	40 Cases Copy Paper/Restock
39435	James & Law	`50.00	Proclamation Ribbon
39436	The Arc of Harrison County	$370.00	Nate/Cleaning Plaza
39437	The Water Shop	$47.25	Various Locations
39438	The Water Shop	$174.75	Various Locations
39439	Toshiba Financial Services	$85.06	Copier Rental/County Clerk

39440	U S Cellular	$6,239.97	Tablet/Modem/Commission
39441	U S Cellular	$237.84	Cellular Account/Animal Control
39442	Waste Management	$33.26	Waste Collection/Courthouse
39443	MCM Business	$299.98	Color Toner /Assessor's
39444	Whaley Distributing	$116.66	Shop Supplies/Garage
39445	MPB Superstore	$2,241.00	Levy Rate Brochures/Assessor
39446	Brenda Hinkle	$1,110.32	Mental Health Services
39448	Witmer Public Safety Group	$2,171.00	Supplies /Clarksburg Fire Department
39449	West Virginia Paging	$81.00	Magistrates Pagers
39450	JD'S General Contracting & Hauling	$6,400.00	Cover & Ditch Work Completed
39451	Sandy's True Value	$26.76	Maintenance Supplies/Courthouse
39452	Lowes Home Center	$126.32	Maintenance Supplies/Courthouse
39453	Enterprise Sanitation	$422.22	Waste Collection/Parks & Rec
39454	Greater Harrison PSD	$34.50	Quiet Dell School/Parks & Rec
39455	U S Cellular	$175.75	Cellular Account/Sheriff
39457	Thomson Reuters	$517.31	Online Software/Courthouse
39458	Magistrate Frank DeMarco	$154.92	Basic Phone Reimbursement
39459	West Virginia Paging	$7.00	Pager/Investigators
39460	Magistrate Warren Davis	$154.92	Basic Phone Reimbursement
39461	Magistrate Kevin Renzelli	$154.92	Basic Phone Reimbursement
39462	Magistrate Mike Weiss	$154.92	Basic Phone Reimbursement
39463	Truist Bank	$299.80	Various Charges/Deputies
39464	JD'S General Contracting & Hauling	$6,750.00	Ditch Work/Summit Park/Upper Field
39465	AED Superstore	$62.17	Replace AED Pads/911
39466	JH Consulting LLC	$17,500.00	New EOP Creation&Review/OEM
39467	Parr Public Safety Equipment	$126.43	ION Lighthead/Sheriff
39468	Defense in Depth	$1,197.76	9MM Ammo/ Sheriff
39469	Exponent Telegram	$263.67	Forfeiture Ads/Sheriff
39470	Exponent Telegram	$435.05	Staging Court Deputy/Sheriff
39472	Rachel Romano	$148.54	Milage Reimbursement
39473	Laura Pickens	$228.15	Milage Reimbursement
39474	Exponent Telegram	$190.08	Annual Subscripton/Pros.Atty
39476	City Construction Company	$49,400.00	Window Replacement Courthouse
39479	YMCA of North Central WV	$1,500.00	Contributions/Special Funding
39482	The Exponent Telegram	$132.27	Legal Ad/Deputy Sheriff
39485	City of Clarksburg	$1,064.71	Postage Reimbursement
39486	Mon Power	$16.55	Service Spelter Park
Diana Caton-Milliman	Diana Caton-Milliman	$49.34	Wellness Reimbursement

County Clerk	ES&S	$454.60	2022 Levy Election Audio
County Clerk	ES&S	$9,375.00	2022 Software,License/Election
	Total	$173,604.86	

6-A
See Exhibit A

Exonerations

EXHIBIT A

PP 168 LEE ROMINE

PP 169 LINDA A HARRIS

PP 168

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Personal Property

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

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

On the 15th day of June, 2022 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **ROMINE LEE** whose address is, 214 GORDON ST BRIDGEPORT, WV 26330, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **30045** on **2017 Kia Sportage**, Class **3/4** in **SIMPSON-BRIDGEPORT**, Harrison County, West Virginia, which should have been assessed at **16275**, Class **3/4** in and for the year **2018**, resulting in a difference in assessed value of **13770**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2018**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned taxpayer in error reported the 2017 Kia in Harrison and Preston County, the taxes are paid in Preston County. Exonerate a value of 13770 at a class 4 rate of levy to correct the overcharge. Please remove the 17 Kia Spor (13770) from the vehicle description.

District: **16 - SIMPSON-BRIDGEPORT**
Account No. **3062065**
Ticket No. **324760**
Tax Year **2018**

Amount Exonerated: $414.92

PRESENT: Prosecuting Attorney
(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

ASSESSOR

pp 169

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Personal Property

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

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

On the 15th day of June, 2022 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **HARRIS LINDA A** whose address is, 623 WESCAM CT BRIDGEPORT, WV 26330, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **316** on **1994 Buick Park** , Class **3/4** in **SIMPSON-BRIDGEPORT**, Harrison County, West Virginia, which should have been assessed at **0**, Class **3/4** in and for the year **2021**, resulting in a difference in assessed value of **316**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2021**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned taxpayer in error reported the 1994 Buick, the vehicle retitled December 2019. Cancel this ticket and mark improper for the 2021 tax year.

District: **16 - SIMPSON-BRIDGEPORT**
Account No. **2297507**
Ticket No.
Tax Year **2021**

Amount Exonerated: $9.62

PRESENT: Prosecuting Attorney
(or)

PRESENT: Tax Commissioner

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

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. (06/15/22)

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 **$767.00.**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$767.00.** 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) **$767.00** 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 **15th day of June, 2022**.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

Jackson Kelly, PLLC	Invoice #1157095	Dated 06/07/2022	$767.00
		Total	**$767.00**

JACKSONKELLY PLLC
Attorneys at Law
P.O. BOX 45705
BALTIMORE, MD 21297-5705
TELEPHONE 304-340-1000 FAX 304-340-1130
EMPLOYER I.D. NO. 550394215

34382
Charles Pointe Community Enhancement District
c/o Harrison County Commission
Attn: Gina Jones
301 West Main Street
Clarksburg, WV 26301-2974
gjones@harrisoncountywv.gov

June 7, 2022
Invoice No. 1157095

SUMMARY OF OUTSTANDING INVOICES

Total Amount of Current Invoice # 1157095 **$767.00**
Amount of Prior Invoices Outstanding:

INVOICE #	DATE	AMOUNT
1155057	05/06/22	413.00

Total Amount of Prior Invoices Outstanding 413.00

Total Amount Due $1,180.00

If payment of any prior invoice has already been forwarded, please disregard as to that invoice.

PLEASE RETURN THIS PAGE WITH REMITTANCE

NOTE: This summary page may not include all outstanding invoices. Outstanding invoices for other matters that are separately billed or billed to other contacts will not be reflected on this summary page. Should you have any questions regarding the invoices that appear above please contact JK_Finance@jacksonkelly.com.

PAYMENT DUE July 7, 2022

JACKSONKELLY PLLC
Attorneys at Law
P.O. BOX 45705
BALTIMORE, MD 21297-5705
TELEPHONE 304-340-1000 FAX 304-340-1130
EMPLOYER I.D. NO. 550394215

34382
Charles Pointe Community Enhancement District

June 7, 2022
Invoice No. 1157095

For Legal Services Rendered through May 31, 2022.

Matter 301
TIF Bond Assessments

Date	Timekeeper	Description	Hours	Amount
05/02/22	M. Imbrogno	Corresponding regarding potential new board member appointment.	0.10	29.50
05/12/22	M. Imbrogno	Corresponding regarding setting up June regular meeting.	0.10	29.50
05/17/22	M. Imbrogno	Corresponding with board members regarding June meeting timing and location.	0.10	29.50
05/23/22	M. Imbrogno	Preparing notice and agenda for June meeting.	0.80	236.00
05/24/22	M. Imbrogno	Corresponding with board members regarding June meeting matters.	0.10	29.50
05/26/22	M. Imbrogno	Preparing documents for June board meeting.	0.30	88.50
05/27/22	M. Imbrogno	Preparing and reviewing materials for June board meeting.	0.60	177.00
05/31/22	M. Imbrogno	Preparing documents for June board meeting.	0.50	147.50
		Total Hours	2.60	
		Services		$767.00
		Total This Matter		$767.00

cc: Laura Pysz
lpysz@harrisoncountywv.gov
cc: Hazel Rader
hrader@harrisoncountywv.com

PAYMENT DUE July 7, 2022

JACKSONKELLY PLLC
Attorneys at Law
P.O. BOX 45705
BALTIMORE, MD 21297-5705
TELEPHONE 304-340-1000 FAX 304-340-1130
EMPLOYER I.D. NO. 550394215

34382
Charles Pointe Community Enhancement District

June 7, 2022
Invoice No. 1157095

If you would prefer to have your invoices emailed or need to update your current email on file, please contact us at JK_Billing@jacksonkelly.com.

PAYMENT DUE July 7, 2022

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: # 66
(2) Art by Crim
834 S. Chestnut Street
Clarksburg, WV 26301
(3) Amount: $ 10,000.00

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 $10,000.00 of which has previously been paid, and $10,000.00 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:_____

Please Remit To:

Art By Crim

834 S. Chestnut Street
Clarksburg, WV 26301
1-304-622-7561
1-888-527-1589

DATE 6/3/22

NAME HARRISON County Commission

ADDRESS

CITY STATE ZIP

CUST NO.	SOLD BY	CASH	C.O.D	CHARG	ON ACC		

			PRICE	AMOUNT
1				
2		ARTWORK for GSA		10,000
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
			TAX	—
			TOTAL	10,000

RECEIVED BY

Schedule I for Requisition #66

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.	Art by Crim	Artwork for GSA	15-Jun-22	$10,000.00
b.				
c.				
d.				
e.				
f.				
Total				$ 10,000.00

(3) Total amount of disbursements pursuant to this Requisition: $ 10,000.00

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

Approval Signature

Date

8-B

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: # 67
(2) Silling Associates, Inc.
PO Box 3442
Charleston, WV 25334
(3) Amount: $ 16,537.50

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 $16,537.50 of which has previously been paid, and $16,537.50 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 #67

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	15-Jun-22	$16,537.50
b.				
c.				
d.				
e.				
f.				
Total				$ 16,537.50

(3) Total amount of disbursements pursuant to this Requisition: $ 16,537.50

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 5861
Date 06/06/2022

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	85.00	264,600.00	281,137.50	16,537.50
Total	1,362,250.00	96.36	1,296,100.00	1,312,637.50	16,537.50

Invoice total **16,537.50**

Approved by:

Thomas M. Potts
Principal

Payment Due 30 Days From Invoice Date

9

A RESOLUTION AFFIRMING THE HARRISON COUNTY COMMISSION'S COMMITMENT TO SUPPORT WEST VIRGINIA VETERANS AND VETERANS SERVICES

WHEREAS, the Harrison County Commission has a deep appreciation and respect for our nation's military members and veterans; and

WHEREAS, the Harrison County Commission recognizes the need for consistently adequate and readily available health and medical services for West Virginia's estimated 70,000 veterans; and

WHEREAS, the Harrison County Commission has serious concerns regarding the United States Department of Veterans Affairs recommendations submitted to the Asset Infrastructure Review Committee and published in the Federal Register, Document Number 2022-05256, which if accepted and implemented would eliminate in-patient medical, surgical, mental health and emergency room care at 3 of West Virginia's VA Medical Centers, including the Louis A. Johnson VA Medical Center in Clarksburg, WV; and

WHEREAS, the Harrison County Commission recognizes that healthcare providers in West Virginia are at their breaking point and believes that adding an estimated 70,000 patients into an already understaffed and overwhelmed rural healthcare system would be disastrous; and

WHEREAS, the Harrison County Commission recognizes that the recommendations listed in Federal Register Document #2022-05256 are an effort to consolidate VA services in metropolitan areas, however, the Commission believes it should not be done at the expense of rural Americans who put their lives on the line and gave immeasurable sacrifices for this country, and the VA should not abdicate their responsibility to care for these men and women regardless of where in this great nation they have chosen to reside; and

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

1. The Harrison County Commission hereby publicly affirms their unwavering support for West Virginia Veterans. Therefore, the Harrison County Commission hereby declares their belief that all current VA Medical Centers in West Virginia should remain open with all current operational capabilities, and asserts as public notice their opposition to the United States Department of Veterans Affairs recommendations laid out in Federal Register Document Number 2022-05256. The Harrison County Commission will support all appropriate State and Community efforts to deter these actions from proceeding.

PASSED by the Harrison County Commission on this the _____ day of _____ 2022.

_____

Susan Thomas, President

Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

10



HARRISON COUNTY COURT HOUSE

Harrison County Commission

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

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

June 9, 2022

WVABCA
Licensing Division
900 Pennsylvania Avenue, 4th Floor
Charleston, West Virginia 25302

Dear Commissioner:

This letter is to advise you that the Harrison County Commission has no objection to a video lottery license being issued to David A Buffy II, The Bar and Hot Spot, LLC, 1350 Philippi Pike, Clarksburg, West Virginia 26301. The Harrison County Commission discussed this at the meeting held on June 15, 2022 and it was approved.

If further information is needed, please advise.

Sincerely,

Susan J. Thomas, President
Harrison County Commission

jt

BUSINESS ZONING COMPLIANCE

ZONING COMPLIANCE BY APPLICANT FOR A LIMITED VIDEO LOTTERY RETAILER LICENSE

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

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

Take Notice:

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

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

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

  Business Name: The Bar and Hotspot
  Street Address: 1350 Philippi Pike
  County: Harrison
  City: Clarksburg State: WV
  Zip Code: 26301

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

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

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

_____ day of _____, 20___.

_____
Authorized signature for jurisdiction

Zoning Form

(Original copy must be submitted to the WVABCA Licensing Department)

Note: If an establishment's location is not situated within a municipality, this office will need a letter from the County Commission stating that the establishment location is zoned properly. All applicants must complete the obverse (front) portion of the form.

To: Municipal Clerk or Recorder

Under the requirements set forth in 60-7-4a and/or 11-16-8(a)(5) of the W. Va. State Code, a person intending to apply for a license to operate an ABCA licensed Private Club, Private Wine Restaurant or Tavern at any location within a municipality **must file a notice of such intention with the Clerk or Recorder of such municipality at least ten (10) days prior** to filing an application for such license with the Alcohol Beverage Control Administration. Pursuant to this requirement, **notice** is herein given that the following intends to apply to the WVABCA for a license to operate a Private Club, Private Wine Restaurant, Private Wine Bed and Breakfast, Private Wine Spa, or Tavern issued pursuant to the provisions of §§ Chapter 60, Article 7 and Article 8 and/or Chapter 11, Article 16 of the W.Va. State Code.

Entity Name: The Bar and Hot Spot, LLC

DBA (Doing Business As): _____

Address of Establishment: 1350 (Street/Route) Philippi Pike (City) Clarksburg (State) WV 26301 (Zip Code)

Applicant's Name(s): Buffy II (Last) David (First) Arthur (Middle)

_____ (Last) _____ (First) _____ (Middle)

General Description of Premises: To hold and operate with a WV Private Club license and a WV Limited Lottery license.

Food Services to be Offered: Pre-Packaged foods only

Patron Capacity: 50

This Notice has been filed with the Clerk or Recorder of the City/Town of

_____ **on this** _____ **day of** _____, _____.

Applicant's Signature(s): _____ Date: 6-6-22

_____ Date: _____

(Municipality to fill out reverse side of form)

ABCA-Lic Z 2

(FOR USE BY MUNICIPAL AUTHORITIES ONLY)

Is the proposed location for the Private Club, Private Wine Restaurant, Private Wine Bed and Breakfast, Private Wine Spa, or Tavern described consistent with the zoning ordinances or your Municipality as either a permitted use or a conditional use of such premises?

Yes _____ No _____

If the answer to the first question was "no," does your Municipality provide within its business zones suitable alternative locations for Private Club, Private Wine Restaurant, Private Wine Bed and Breakfast, Private Wine Spa, or Tavern?

Yes _____ No _____

Is the proposed location for the Private Club, Private Wine Restaurant, Private Wine Bed and Breakfast, Private Wine Spa, or Tavern herein described situated in an area designated for the use of community development block grant funds in the municipality?

Yes _____ No _____

If yes, is the planned use of the premises at the location herein described consistent with any plan adopted by the governing body of the municipality for revitalization of the area wherein the premises are situated?

Yes _____ No _____

Does the municipality have any restrictions or regulations prohibiting Limited Video Lottery?

Yes _____ No _____

Does the municipality have any restrictions or regulations prohibiting Exotic Dancing establishments?

Yes _____ No

Additional comments to the Alcohol Beverage Control Administration:

_____

_____

_____

_____

_____

Approved By: Authorized Official Signature and Title

_____

City/Town

Date: _____

Return Original To: **WVABCA**
Licensing Division
900 Pennsylvania Avenue, 4th Floor
Charleston, WV 25302

11

A RESOLUTION
AUTHORIZING THE APPLICATION FOR THE WEST VIRGINIA JUSTICE ASSISTANCE GRANT (JAG) PROGRAM ADOPTING ALL SPECIAL CONDITIONS AND ASSURANCES CONTAINED IN SAID APPLICATION APPOINTING THE PRESIDENT OF THE HARRISON COUNTY COMMISSION TO ADMINISTER SAID PROGRAM

WHEREAS, the Harrison County Commission wishes to participate in the West Virginia Justice Assistance Grant Program (JAG) to partially fund a Prevention Resource Officer to be located in four Harrison County High Schools; and

WHEREAS, the funds to be received will be used towards the salary of the PRO officers; and

WHEREAS, the Harrison County Commission has determined that this project is eligible for West Virginia Justice Assistance Grant Program funding; and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution authorizing and directing the application for funds from the West Virginia Justice Assistance Grant Program; and

WHEREAS, the Harrison County Commission is also required to adopt by official resolution all standard and special conditions and assurances contained in, and made a part of, said West Virginia Justice Assistance Grant 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

WHEREAS, it is required that the Harrison County Commission commits sufficient manpower during the grant period.

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

1. The Harrison County Commission authorizes the application for $80,000 from the West Virginia Justice Assistance Grant (JAG) Program with the proper State official and said application shall be in proper form and comply with all federal, state, and local laws.

2. The Harrison County Commission considers and adopts that certain documents entitled *"Standard Conditions and Assurances"* and *"Special Conditions and Assurances"* as contained in said application and made a part of said Resolution as if set forth herein.

3. 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 West Virginia Justice Assistance Grant Program, including providing necessary additional information to the State government.

PASSED by the Harrison County Commission on this the 8th day of June, 2022.

_____

Susan Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

12

A RESOLUTION
AUTHORIZING THE ACCEPTANCE OF FUNDS FROM THE WEST VIRGINIA COMMUNITY CORRECTIONS FUND FOR THE HARRISON COUNTY COMMUNITY CORRECTIONS 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 Harrison County Commission participated in the West Virginia Community Corrections Program, and

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

WHEREAS, the Harrison County Commission has determined that this project is eligible to accept West Virginia Community Corrections funding, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution accepting funds from the West Virginia Community Corrections Program for the continued operation 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 Community Corrections Program Grant, and revised budget, 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

WHEREAS, it is required that the Harrison County Commission commit funds to the project.

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

1. The Harrison County Commission authorizes the acceptance of funds from the West Virginia Community Corrections Fund for **$100,000** and said program shall be in proper form and comply with all federal, state, and local laws.

2. The Harrison County Commission hereby commits the 30% match required for the project in.

3. The Harrison County Commission considers and adopts that certain document entitled *"Special Conditions and Assurances"* as contained in said grant and made a part of said Resolution as if set forth herein.

4. 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 Community Corrections Grant, including providing necessary additional information to the State government.

PASSED by the Harrison County Commission on this the **15th day of June 2022.**

Susan J. Thomas, President
Harrison County Commission

ATTEST:

John Spires, County Clerk

WVcorp

13-A



Self Insurance Proposal
May 23, 2022

Harrison County Commission

Package coverages, terms, conditions, and exclusions are only briefly outlined. For complete provisions, please refer to the coverage contract. (2021-2022)

For additional information, please contact: Member Services at (844) 986-2705 or info@riskprograms.com



WELCOME TO WVcorp

WVcorp was established in 2007 at the request of West Virginia counties seeking to break from the status quo of the commercial insurance industry and assert more control over their risk management and coverage needs. Today, we are the largest self-insurance risk pool for public entities in the state. We provide coverage to more counties and county-related agencies than any other provider, and we attribute our extraordinary success to the strength of our members. As a member, you are so much more than a customer. You are a part of WVcorp itself! Our membership is at the heart of everything we do, and this member-centric focus has driven us to emerge as a leader in developing coverage solutions. We are a one-stop-shop when it comes to safeguarding your peace of mind – capable of addressing all of your risk management needs, including coverage for:

Property	General Liability	Workers' Compensation
Inland Marine	Public Officials Liability	Business Automobile
Equipment Breakdown	Law Enforcement Liability	Cyber Risk
Crime	Environmental Liability	Excess Liability Limits

WELCOME TO WVcorp

YOU'RE CHOOSING OWNERSHIP

At WVcorp, you are an owner of the program and its assets. Unlike traditional insurance providers, we have no outside owners, investors or shareholders expecting dividends or profits to be generated from our programs. Rather than profit-minded executives making decisions, we have a Supervisory Board elected from and by our members. The Board approves all major risk pool decisions, and as a voting member, you have a direct voice in the decisions that matter most to your organization.

In choosing WVcorp, you are choosing a partner that is unlike any traditional insurance provider for one reason: you are truly our primary concern.



YOU'RE CHOOSING PRICE STABILITY

No one likes surprises. The pool was founded to provide an alternative to the commercial insurance marketplace, in part based on the principle of providing price stability. This long-standing ideal has guided our decisions since day one. While the commercial market has seen considerable volatility and rate increases, and competitors have stripped away coverages to combat rate increases, the pool has enjoyed rate stability for more than a decade, even as we've consistently expanded coverages. It all adds up to giving you peace of mind that rates will remain predictable, aiding in long-term planning and budgeting.

YOU'RE CHOOSING SPECIALIZED PROTECTION

We were created by public entities, service only public entities, and are directed by our Board elected from within our membership. This gives our organization remarkable focus, and it's allowed us to grow our team with experts that know your organization and its unique needs, because serving partners like you is all we do. It also means we're able to keep ahead of regulatory and other changes as or even before they happen, adjusting coverages or creating new programs as needed.

Our expert Risk Control team works directly with members to provide employee training, safety audits, or consult on relevant risk management topics to help prevent claims from occurring. It's all part of our commitment to address your need for protection holistically.



YOU'RE CHOOSING TRANSPARENCY

We're proud of the products and services we offer, so we feel there's no need to play games or hide behind gimmicks. Although our policy period begins on July 1, renewal quotes are distributed as early as mid-March, giving you ample time to prepare your budget. We empower members to run your own loss reports at the click of a button on our website without having to request that information through an agent. Because we're partners when it comes to protecting your assets, we openly share every bit of information we have for each of your claims. With our online claim viewer, we bring you behind the curtain and give you the same access to financials and notes that our adjusters have themselves.

MEMBERSHIP HIGHLIGHTS

WEBSITE

- Intuitive, user-friendly design
- Claims reporting with instantaneous claim number
- Risk management tools and templates
- Downloadable employee training presentations and webinars
- Customizable loss reports
- Claim viewer giving access to claim summaries, financials, and adjuster notes
- Property and vehicle schedule editing tool
- Certificates of insurance request feature



RISK CONTROL

- Facility safety assessments
- Certified Playground Safety Inspectors (CPSI)
- Risk management policy creation and consultation
- In person and web-based employee training – safety, liability, human resource, cyber security, and more
- Loss analysis
- Safety committee assistance and participation
- Up to 14 hours of approved CE-credits for law enforcement
- Hot topic workshops presented at various conferences across West Virginia

For more than a decade, WVcorp has been a leader in creating innovative, member-centric solutions to the unique challenges faced by West Virginia's public sector entities. As a pool participant, you can take advantage of WVcorp's vast array of membership benefits.

WORKERS' COMPENSATION

- Medical Bill Review provides savings across multiple medical provider networks to ensure cost effective treatment
- First Fill program so employees have no "out of pocket" for prescriptions

CYBER RISK

- Comprehensive cyber risk coverage like no other West Virginia provider
- No deductible
- Optional limits up to $5,000,000
- Designated breach coach guides legal guidance on cyber incidents
- Live and webinar based cyber security training available

SERVICES

- Property valuations provided at no charge
- Investigations unit available for claim surveillance and analysis
- Tenant User Liability Insurance Program (TULIP) makes it simple to acquire short-term event coverage for facility users
- Contract and lease review to ensure adequate coverage requirements
- Safelite Auto Glass direct billing allows for quick and painless glass replacement; with a deductible waiver with glass repairs

COVERAGE

- Guaranteed replacement cost on property coverage
- No annual aggregate on general liability coverage
- Pollution liability coverage for first party and third party clean up
- Optional increased crime coverage limits available
- Defense coverage for EEOC and OCR complaints included



WVcorp

Harrison County Commission

Contribution Summary Form

Coverage	Deductible	Contribution
Property : Special Form; Replacement Cost (or stated otherwise); No Coinsurance; Blanket	See Schedule	$55,069
Inland Marine : Replacement Cost if Scheduled, otherwise Actual Cash Value	See Schedule	$6,657
Equipment Breakdown	$1,000	$7,267
General Liability : $1,000,000 Combined Single Limit; Occurrence Form; No Annual Aggregate; Non-Audited	None	$117,885
Law Enforcement Liability : $1,000,000 Limit	$15,000	Included
Public Officials Liability : $1,000,000 Limit Each Wrongful Act	$15,000	$33,760
Automobile : $1,000,000 Liability for Owned Autos; Coverage Level per Schedule; Automatic Coverage for Additions; Non-Audited	See Schedule	$105,163
Crime : Blanket $250,000 Faithful Performance; In/Out Robbery; Counterfeit; Forgery; Computer Fraud; Telephone Toll Fraud $25,000 sublimit	$250	$950
Excess Liability : Refer to the proposal page for limit information. Underlying limits must be exhausted before excess liability is available for losses.	None	$42,234
Environmental Liability : $500,000 Limit	$25,000	Included
Cyber Risk : $2,000,000 Limit	None	$8,000
Workers' Compensation :	None	$165,271
Grand Total Annual Contribution		**$542,256**
Less Rate Credit(P&C)		($5,683)
Less Rate Credit(WC)		($3,263)
Total Contribution Due		$533,310

Any additions or deletions made after the proposal and initial billing effective up to and including July 1st will result in an endorsement and contribution adjustment.

In order to be eligible for WVcorp membership, the following coverages must be selected: Property (where applicable), General Liability, Business Auto (where applicable), and Crime. To be eligible for Workers' Compensation coverage, Property & Casualty must be in effect with WVcorp.

Quarterly installment payment terms available for Workers' Compensation coverage only.

WVcorp

RESPONSE NEEDED - If electing option(s) below, please indicate on Coverage Intent Form form. Otherwise, coverage will be based upon current coverage as you do not wish to select proposed option(s) below.

2022 - 2023 Quote Options for
Harrison County Commission

OPTION 1 : Cyber Risk - Increased Liability

WVcorp provides members an opportunity to increase Cyber Risk coverage. The purchased limit is your own limit, which is outside of the WVcorp pooled limit for other members. Cyber Risk Liability provides coverage due to network security breaches (including hacking and viruses) and online privacy matters (including identity theft). Coverage also includes Crisis Management, Remediation and Notification Expense coverage for public relations services, expense to determine scope of breach, and notification expense required by law, including mailings and monitoring up to the purchased limit.

Limit	Deductible	Additional Contribution
$1,000,000	$0	$6,000
$2,000,000	$0	Included In Quote
$3,000,000	$0	$10,000
$5,000,000 limit option is available upon request		



Property

- WVCoRP provides members with the most extensive property coverage available.
- Property coverage is Special Form specifically drafted for public entities; all perils are covered except those specifically excluded.

Buildings and Contents	
Total Building Values	$ 54,540,000
Total Contents Values	$ 6,016,000
Business Income / Extra Expense ($100,000 Automatic or as scheduled)	$ 1,350,420

Coverage Includes: (no additional charge)*

- Back-up of Sewers & Drains: $1,000,000 Limit
- Debris Removal: $20,000,000 Pool Limit
- Pollutant Clean-up and Removal: $500,000 Pool Limit
- Newly Acquired Property: $10,000,000 Limit (up to 120 Days)
  When timely reported, covered until renewal at no additional charge if under $500,000 in value;
  additional charge for new values above $500,000
- Property in Transit: $5,000,000 Pool Limit
- Utility Services Time Element: $2,000,000 Pool Limit
- Building Ordinance/Increased Cost of Construction/Demolition: up to $20,000,000 Pool Limit
- Earthquake, Volcanic Eruption, Landslide, and Mine Subsidence: up to $10,000,000 Pool Limit
- Flood (if outside the 100 year flood plain): up to $10,000,000 Pool Limit
- Architect & Engineering fees for plans, specifications, and supervision included upon replacement
- Error in Reporting Provision
- Improvements and Betterments to buildings leased by the member
- Signs, fences, light poles, antenna, masts, and towers; retaining walls are covered within 1,000 feet
  of the premises provided their values are included in the schedule

**Does not apply to properties valued at Actual Cash Value (ACV)*

Coverage Available (Additional Charge):

Builders' Risk during building construction (Optional - must be reported)

Perils Covered

- Special Form; specifically drafted for local government; all perils are covered except those specifically excluded.
- Flood (if outside the 100 year flood plain) and Earthquake are included.

Valuation
• Building & Contents – Replacement Cost, except vacant property at Actual Cash Value or stated otherwise • Business Income - Actual Loss Sustained

Other Terms
• Blanket Limit • No Coinsurance • Vacant Buildings must be reported. ***If vacant building becomes occupied, please notify WVCoRP to ensure proper coverage is in place.***

Deductibles (Per Occurrence)
• $2,500 Building & Contents • $25,000 Flood • $25,000 Earthquake

Definitions
• **Replacement Cost (RC):** The cost to repair, rebuild, or replace, at the same site, lost, damaged, or destroyed property, with other property of comparable size, material, and quality; or the applicable Limit of Coverage. • **Actual Cash Value (ACV):** The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion. • **Functional Replacement Cost:** The cost of repairing or replacing damaged or stolen property with the same kind or quality; or comparable new property as of the time of loss; or applicable Limit of Coverage. • **Vacant:** A building that does not contain adequate Covered Property to conduct customary business operations.



Inland Marine

- Inland Marine is property coverage for movable or specialized types of property and equipment.
- Electronic Data Processing (EDP) covers direct physical loss to member-owned computer equipment, phone systems, fax machines, printers, and copiers.

Inland Marine	
Total Inland Marine Value (Per Schedule)	$ 1,903,225

Computers / Electronic Data Processing (EDP)	
Hardware (Per Schedule)	$ 2,432,500
Software (Per Schedule)	$ 0

Perils Covered

- Special Form; specifically drafted for public entities; all perils are covered, except those specifically excluded.
- Electronic Data Processing (EDP) includes electrical and mechanical breakdown.

Valuation

- Inland Marine – Replacement Cost if scheduled, otherwise Actual Cash Value except:
- Electronic Data Processing (EDP) - Functional Replacement Cost, if scheduled at 100% replacement values - otherwise Actual Cash Value.

Deductible

See Schedule

Definitions

- **Replacement Cost (RC):** The cost to repair, rebuild, or replace, at the same site, lost, damaged, or destroyed property, with other property of comparable size, material, and quality; or the applicable Limit of Coverage.
- **Actual Cash Value (ACV):** The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion.
- **Functional Replacement Cost:** The cost of repairing or replacing damaged or stolen property with the same kind or quality; or comparable new property as of the time of loss; or applicable Limit of Coverage.

Equipment Breakdown

- Equipment Breakdown is comprehensive coverage for direct damage to covered equipment. Examples of covered equipment include: air conditioning and refrigeration equipment, boilers and pressure vessels (air tanks, hot water tanks, cookers, furnaces), communication systems, and electrical equipment (compressors, fans, system motors).
- Coverage includes the expense of inspections and certification of boilers and air compressors as required by the Department of Labor and Industry

Limits
• $50,000,000 Limit Per Breakdown; includes Property Damage, Business Income and Extra Expense • $1,000,000 Newly Acquired Property (up to 90 Days) • $1,000,000 Demolition (Coverage B) • $250,000 Hazardous Substance • $1,000,000 Increased Cost of Construction (Coverage C) • $500,000 Expediting Expenses • $1,000,000 Service Interruption • $250,000 Spoilage Damage • $100,000 Electronic Data or Media Damage

Covered Events
Property losses ranging from air conditioning equipment and HVAC systems to electrical equipment, including system motors, compressors, refrigeration equipment, fans, switchboards, coils, pipes and air conditioning vessels.

Deductibles
• $1,000 Per Occurrence • 24 Hours Business Income Loss



General Liability

- WVcorp general liability coverage provides the broadest protection for public entities in West Virginia.
- WVcorp coverage provides protection from claims or suits for personal injury or property damage.
- Excess limits available

Basis of Contribution	
Net Operating Expense	$ 14,958,095

Limits

- $1,000,000 Combined Single Limit for Bodily Injury and Property Damage - Each Occurrence
- No Annual Aggregate

Additional Coverages

- Failure to Supply (No Sublimit)
- Sidetrack Agreements including Railroads
- Contractual Liability for Covered Contracts
- Personal Injury and Advertising Liability
- Broad Form Property Damage Liability
- Incidental Medical Malpractice
- Limited Worldwide Liability
- Owned Watercraft under 51 feet
- Products/Completed Operations
- Punitive Damages Covered in Most Cases
- Employee Benefits Liability

Sublimits

- $100,000 Fire Legal Liability - Real Property
- $100,000 Care, Custody, and Control of Others' Property

Deductible

None



Cyber Risk

- WVcorp members are covered for online privacy matters (including identity theft), losses due to network security breaches (including hacking and viruses), copyright infringement, and online slander or libel, among other issues.
- Increased limits available

Limits
• $2,000,000 Per Occurrence and Aggregate - Per Member

Coverages
Network Security, Privacy, and Data Breach Liability
• Liability for unauthorized access to the computer network, including personal identifying information such as social security numbers, credit card numbers, etc. • Liability for transmission of a computer virus
Multimedia Liability
• Copyright/trademark infringement, invasion of privacy, plagiarism, libel and slander through website or social media
Regulatory Liability
• Liability, including defense costs, resulting from a claim by an official regulatory agency or governmental body as a result of a security breach or privacy breach or breach of privacy regulations • Includes civil and/or administrative penalties or fines imposed by an official regulatory agency or governmental body
Data Breach Incident Response
• Expenses paid to third party service providers arising from a data breach for legal services, notification expenses, fraud monitoring and resolution services, call center services, public relations services, and computer forensic services.
Data Restoration
• Costs to restore, compile or replace data • Reasonable and necessary costs and expenses to determine scope of breach • Costs paid to restore, compile or replace data to a third party as a result of a network security breach or cyber extortion event
Cyber Extortion
• Reimbursement of reasonable costs and expenses resulting from request for money to avoid damage, destruction, corruption or introduction of a computer virus, a malicious code or denial of service
Social Engineering Fraud
• Covers financial loss relating to a social engineering event whereby an employee is instructed to move funds to another bank fraudulently
PCI DSS Fines
• Covers PCI contractual costs and regulatory fines following a security or privacy event

Deductible
None

Environmental Liability

- WVcorp provides members with liability protection for first and third party environmental liabilities.
- Coverage for third party cleanup involving above ground pollution exposures is included.

Limits

- $500,000 Each Incident and Aggregate - Per Member
- $1,000,000 Pool Aggregate

Coverages

- Third Party Clean-up for above ground pollution exposures, such as:
  - Water & Sewer Operations
  - Transfer Stations
  - Spraying of Pesticides and Herbicides
  - Golf Courses
  - Above Ground Storage Tanks

Exclusions *

- Underground Storage Tanks
- Landfills

* WVcorp will place coverage for these excluded exposures through a commercial carrier, if requested.

Deductible

- $25,000 Per Occurrence



Law Enforcement Liability

- WVcorp Law Enforcement Liability provides protection from allegations arising from law enforcement operations.

Limit
• $1,000,000 Personal Injury, Property Damage, or Wrongful Act – Per Occurrence

Coverages
Follows Coverage Contract for Liability Coverage

Additional Coverages
• Bodily Injury/Property Damage with respects to Law Enforcement operations • Personal Injury Liability • Broad Form Property Damage Liability • Limited Worldwide Liability • Owned Watercraft under 51 feet • Volunteers included as covered persons (volunteer fire & rescue are excluded) • Contractual Liability for covered contracts

Deductible
• $15,000 Per Occurrence



Public Officials Liability

- Public Officials Liability provides protection against allegations of wrongful acts, such as sexual harassment and employment practices.
- Defense costs are provided for certain excluded coverages
- Prior Acts Coverage included if prior coverage was written on claims-made basis.

Limits
• $1,000,000 Each Wrongful Act • $1,000,000 Annual Aggregate • $10,000 HRC/EEOC Defense

Policy Form
Occurrence

Coverages
• Employment Practices • Sexual Harassment • Notary Public applicable for all current employees while acting within the course and scope of their notarial duties of the Member • Defense cost in addition to coverage limits

Additional Provisions
• Claims handled when filed, not only if a lawsuit is filed

$100,000 Defense Limit provided for the following excluded coverages:
• Employment Wrongful Acts, when no monetary damages requested • Land Use/Eminent Domain (subject to $25,000 Deductible) • Suits for non-monetary relief brought to remove an elected official pursuant to WV Code §6-6-7 (subject to $25,000 Deductible)

$50,000 Defense Reimbursement Limit provided for the following excluded coverages:
• Criminal Acts (subject to a $10,000 Deductible); see contract language for specific terms and conditions

Deductible
• $15,000 Per Occurrence • $25,000 Land Use/Eminent Domain



Automobile Liability and Physical Damage

- WVcorp coverage includes hired and non-owned vehicles
- Automatic coverage for newly acquired vehicles at no additional charge until renewal.
- Excess limits available.

Basis of Contribution	
Number of Vehicles	110

Liability
Limits
• $1,000,000 Liability Limit For Owned and Hired Autos - Bodily Injury and Property Damage - Each Occurrence • $2,000 Medical Payments (Per Person) • $1,000,000 Non-Owned Auto Liability (excess over any other collectible insurance) • $25,000 Per Person/$50,000 Per Accident/$25,000 Property Damage - Uninsured Motorists Statutory • $25,000 Per Person/$50,000 Per Accident/$25,000 Property Damage - Underinsured Motorists • $1,000,000 Garage Liability • $100,000 Garagekeepers • No Annual Aggregate
Additional Coverages

• Out of State No Fault Coverage provided at the basic minimum limits required by state law
• Newly acquired vehicles covered until renewal at no additional charge
• Unlimited Physical Damage for all owned vehicles; deductible will apply
• Replacement cost coverage can be provided on any vehicle with a replacement cost value in excess of $50,000
  ◦ Must be reported at 100% of replacement cost value
  ◦ Additional charge will apply

Physical Damage
Deductibles
• $1,000 Comprehensive (ACV) • $1,000 Collision (ACV) • $1,000 Hired Car Physical Damage Comprehensive (up to $50,000) • $1,000 Hired Car Physical Damage Collision (up to $50,000) • $1,000 Garagekeepers

Definitions
• **Replacement Cost (RC):** The Fund will pay the lesser of: (a) the cost of repairing damaged property or replacing damaged or stolen property with the same kind or quality; (b) the cost to replace the damaged or stolen property with comparable new property as of the time of loss; or (c) the Limit of Coverage applicable to the lost, damaged or stolen Covered Auto. • **Actual Cash Value (ACV):** The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion.

Please provide values for all vehicles you wish to have this coverage applied to effective 07/01/2022



Crime Coverage

- Crime provides protection from loss of money and securities, as well as, forgery and fraud.
- State-required faithful performance bonds for covered persons are included.
- Coverage is for covered crimes committed by employees, board members, commission members and volunteers.

Limits
• $250,000 Per Occurrence • $25,000 Telephone Toll Fraud

Coverage Forms
• Employee Theft • Employee Dishonesty (Faithful Performance Form) • Loss Inside and Outside the Premises • Money Orders and Counterfeit Paper Currency • Depositors Forgery Coverage • Computer Fraud • Funds Transfer Fraud

Public Officials Required Bond
Meets maximum listed Bond value for all public officials as outlined by West VA Code §6-2-10, §6-2-10A, and §6-2-11

Deductible
• $250 Per Occurrence

Excess Liability

- Excess liability provides additional limits over and above the underlying limits for those coverages for which excess limits are purchased.
- Underlying limits must be exhausted before excess liability is available for losses.

Limits

• Excess Automobile Liability
  ◦ $4,000,000 Limit
  ◦ $0 Excess Liability Aggregate
• Excess General Liability
  ◦ $4,000,000 Limit
  ◦ $0 Excess Liability Aggregate
• Excess Law Enforcement Liability
  ◦ $4,000,000 Limit
  ◦ $0 Excess Liability Aggregate
• Excess Public Officials Liability
  ◦ $4,000,000 Limit
  ◦ $4,000,000 Annual Aggregate
 	
**Does not include Non-Owned Automobile Liability, Garage Liability, and Uninsured/Underinsured Motorists Coverage*



Workers' Compensation

- WVcorp provides the most affordable and responsive Workers' Compensation coverage available.
- WVcorp provides leading medical bill review and case management services to ensure cost effective treatment and return to work for injured employees.
- Online claim reporting capability through our WVcorp member website.

Coverages
Workers' compensation coverage is provided in accordance with and limited to guidelines established by the Offices of the West Virginia Insurance Commissioner and Employers Liability.

Employers' Liability	
Bodily Injury by Accident	$1,000,000
Bodily Injury by Disease (Per Person)	$1,000,000
Bodily Injury by Disease (Per Accident)	$1,000,000

Classification	Group	Code	Payroll	Rate (Per $100 Payroll)	Contribution
Police Officers & Drivers		7720	$4,500,000	$3.02	$135,900.00
Auto Service or Repair		8380	$166,115	$1.60	$2,657.84
Clerical		8810	$7,665,113	$0.15	$11,497.67
Attorney - All Employees		8820	$2,130,392	$0.10	$2,130.39
Animal Control		8831	$311,334	$0.93	$2,895.41
Building Operated by Owner		9015	$570,000	$2.39	$13,623.00
Park NOC - All		9102	$690,486	$1.98	$13,671.62
Municipal Employees NOC		9410	$625,000	$2.30	$14,375.00
Total Payroll:			**$16,658,440**		

Manual Contribution	$196,750.93
Experience Modification	0.80
Modified Contribution	$157,400.74
Scheduled Debit/Credit	$0.00
Regulatory Surcharge	1.05
Total Estimated Annual Contribution	**$165,271**

Workers' Compensation Coverage is available only if Property & Casualty coverage is in place through WVcorp.

The classifications and codes shown are established by the National Council on Compensation Insurance (NCCI) and are
the same as those used by insurance companies in West Virginia.

Rates have been filed with the State Corporation Commission and are subject to approval.

Workers' Compensation Coverage Contribution is payable in equal quarterly installments.

Subject to Audit and Annual Adjustment

WVcorp

Harrison County Commission

ATTENTION
Upon review, please sign/return to sbrown@riskprograms.com to ensure prompt processing of documents, including invoice and certificates of coverage.

2022 - 2023 Coverage Intent Form

After careful consideration of your proposal, we accept your coverage program subject to the following selections or changes:

ACCEPTANCE:	
	ACCEPT - We accept all coverages as presented in this proposal.
	MODIFY - We wish to request the following changes:
	REJECT - We do not accept your proposal.

OPTIONAL QUOTES PROVIDED HEREIN:

Accept	Reject	CYBER RISK:
		ELECT optional Increased Limit for Cyber Risk as follows: Total Limit: $_____ Additonal Contribution: $_____

BILLING TERMS		
We wish to select the following billing terms shown below		
Coverages (if applicable):		
Property & Casualty	☐	Annual Payment - Due and payable in full within 30 days of receipt
	☐	Two Equal Installments - Due by July 1st and October 1st
Workers' Compensation	☐	Annual Payment - Due and payable in full within 30 days of receipt
	☐	Quarterly Installments
Any additions or deletions made after the proposal and the initial billing effective up to and including July 1st will result in an endorsement and contribution adjustment.		
A late charge of 1% per month (12% per annum) will be assessed for contributions received 30 days after the due date.		

If additional quote options are provided herein, please indicate below if electing. Otherwise, coverage will be based upon current coverage.

PRINTED NAME _____ SIGNATURE _____ DATE _____

WVcorp

Harrison County Commission

Coverage Term : 7/1/2022 - 7/1/2023

BUILDINGS AND CONTENTS SCHEDULE

Replacement Cost or Stated Otherwise

Loc #	Bldg #	Bldg Description	Street Address	City	Bldg Value	Cts Value	Deductible	Builders Risk	Demo / Debris Removal Only	Agreed Value	Actual Cash Value
1	1	Courthouse w/Annex Building	301 W Main Street	Clarksburg	$34,946,500.00	$3,264,000.00	$2,500.00				
10	1	WVU Extension Service Office	1117 Milford Street	Clarksburg	$859,000.00	$150,000.00	$2,500.00				
11	1	Old Quiet Dell School	RT 20	Mt. Clare	$100,000.00	$0.00	$2,500.00				
12	1	Day Report Ctr (Lease) - Fire Legal Coverage Only	215 S Third Street	Clarksburg	$500,000.00	$0.00	$2,500.00				
13	1	E911 Location - Charles Pointe	735 Genesis Blvd	Bridgeport	$4,019,000.00	$555,000.00	$2,500.00				
14	1	Spelter Park	Spelter Park	Spelter	$20,000.00	$0.00	$2,500.00				
15	1	Summit Park Complex	Summit Park Complex	Clarksburg	$25,000.00	$0.00	$2,500.00				
16	1	Grafton Communications Bldg	Grafton	TBD	$30,000.00	$25,000.00	$2,500.00				
17	1	Sheriff's Office	609 W Main Street	Clarksburg	$2,150,000.00	$750,000.00	$2,500.00				
18	1	Storage	633 West Pike St.	Clarksburg	$2,311,000.00	$100,000.00	$2,500.00				
2	1	Rec Center Pavillion #1	Rt 19 South	Clarksburg	$15,000.00	$5,000.00	$2,500.00				
2	2	Rec Center Pavillion #1A	Rt 19 South	Clarksburg	$10,000.00	$0.00	$2,500.00				
2	3	Rec Center Pavillion #2	Rt 19 South	Clarksburg	$10,000.00	$10,000.00	$2,500.00				
2	4	Rec Center Outdoor Pavilion	Rt 19 South	Clarksburg	$55,000.00	$0.00	$2,500.00				
2	5	Recreation Complex	43 Recreation Drive	Clarksburg	$1,829,000.00	$219,000.00	$2,500.00				
3	1	Harrison Public Safety Building	420 Buckhannon Pike	Nutter Fort	$2,624,500.00	$362,500.00	$2,500.00				
4	1	Animal Control Center	2420 Saltwell Road	Shinnston	$626,000.00	$63,500.00	$2,500.00				
5	1	Senior Center	500 W. Main Street	Clarksburg	$4,167,000.00	$375,000.00	$2,500.00				
6	1	Shinnston Communications Bldg	Rt 19 & Rt 20	Shinnston	$30,000.00	$25,000.00	$2,500.00				
7	1	Salem Communications Bldg	Rt 50	Salem	$30,000.00	$25,000.00	$2,500.00				
8	1	Lost Creek Communications Bldg	I-79	Lost Creek	$30,000.00	$25,000.00	$2,500.00				
9	1	P.K. Hill Communications Bldg	P.K. Hill	Clarksburg	$153,000.00	$62,000.00	$2,500.00				
Totals			Count: 22		$54,540,000.00	$6,016,000.00					

WVcorp

Harrison County Commission

Coverage Term : 7/1/2022 - 7/1/2023

INLAND MARINE SCHEDULE

Equipment Type	Department	Item Description	Serial Number	Value	Deductible
Accounts Receivable		Blanket Accounts Receivable ($100k automatically included)		$0.00	$1,000.00
Animal Mortality		Max, Male-Belgian Malinois		$6,000.00	$0.00
Animal Mortality		Filou, Male-Belgian Malinois		$6,000.00	$0.00
Animal Mortality		Lotta, Female-Lab/Dutch Shepherd Mix		$6,000.00	$0.00
Electronic Data Hardware	Date of Appraisal 01/19/2021	Blanket Hardware per appraisal		$2,432,500.00	$1,000.00
Fine Arts		Blanket Fine Arts ($2,500,000 automatically included)		$0.00	$1,000.00
Miscellaneous Equipment		Blanket Miscellaneous Property		$1,771,151.00	$1,000.00
Miscellaneous Equipment	Bureau	2006 Polaris ATV	6881	$15,500.00	$1,000.00
Miscellaneous Equipment	Law Enforcement	2006 Honda ATV	6966	$5,000.00	$1,000.00
Miscellaneous Equipment	Maintenance	Graod Spreader		$8,145.00	$1,000.00
Miscellaneous Equipment	Maintenance	73" Roller w/ Smooth Drum		$13,098.00	$1,000.00
Trailers		2005 HMS Trl.	1419	$2,000.00	$1,000.00
Trailers		2006 Cargo Trl.	2281	$4,500.00	$1,000.00
Trailers		2006 Cargo Trl.	2436	$4,500.00	$1,000.00
Trailers		2020 Big T Trailer	5146	$5,000.00	$1,000.00
Trailers		2013 Diam TL	5570	$6,021.00	$1,000.00
Trailers		Trailer R1126		$10,000.00	$1,000.00
Trailers		2004 MGS Trl.	8249	$12,500.00	$1,000.00
Trailers	Bureau	2013 Diamond Cargo	0885	$2,500.00	$1,000.00
Trailers	Courthouse	2013 Grif TL	0431	$2,500.00	$1,000.00
Trailers	Law Enforcement	2018 LARK Trailer	5365	$3,190.00	$1,000.00
Trailers	Law Enforcement	2017 LARK Trailer	2426	$3,215.00	$1,000.00
Trailers	Law Enforcement	2008 PRO TL	1561	$5,000.00	$1,000.00
Trailers	Maintenance	2019 SureTrac Utility Trailer	8603	$4,905.75	$1,000.00
Trailers	Parks & Rec	2007 Haul Trailer	5389	$1,500.00	$1,000.00
Trailers	Parks & Rec	1994 Internation Trl	0724	$5,000.00	$1,000.00
Valuable Papers		Blanket Valuable Papers ($100k automatically included)		$0.00	$1,000.00
Totals		Count: 27		$4,335,725.75	



Harrison County Commission

Coverage Term : 7/1/2022 - 7/1/2023

BUSINESS AUTO SCHEDULE

Vehicle #	Dept	Year	Make	Model	Vin	Repl. Cost Value	Comp Ded	Coll Ded
	Animal Control	2011	Dodge	PK	5072	$0.00	$1,000.00	$1,000.00
	Animal Control	2015	Chevrolet	Silverado 4WD	5814	$0.00	$1,000.00	$1,000.00
	Maintenance	2006	Ford	Explorer	4302	$0.00	$1,000.00	$1,000.00
	Assessor	2008	Jeep	4 wheel drive	9581	$0.00	$1,000.00	$1,000.00
	Assessor	2008	Jeep	4 wheel drive	9582	$0.00	$1,000.00	$1,000.00
	Assessor	2010	Ford	UT	2856	$0.00	$1,000.00	$1,000.00
	Assessor	2012	Ford	UT	7041	$0.00	$1,000.00	$1,000.00
	Assessor	2012	Ford	UT	7042	$0.00	$1,000.00	$1,000.00
	Assessor	2015	Ford	Escape	3863	$0.00	$1,000.00	$1,000.00
	Assessor	2015	Ford	Explorer	2356	$0.00	$1,000.00	$1,000.00
	Assessor	2015	Ford	Explorer	2357	$0.00	$1,000.00	$1,000.00
	Assessor	2017	Ford	UT	0848	$0.00	$1,000.00	$1,000.00
	Assessor	2017	Ford	UT	2927	$0.00	$1,000.00	$1,000.00
	Garage	1976	Chevrolet	TBA	4479	$0.00	$1,000.00	$1,000.00
	Maintenance	2017	Chevrolet	2500 HD Crew	6214	$0.00	$1,000.00	$1,000.00
	Maintenance	2017	Chevrolet	3500 4WD	8967	$0.00	$1,000.00	$1,000.00
	Parks	2004	Dodge	Ram	5400	$0.00	$1,000.00	$1,000.00
	Process Server	2017	Ford	Police Interceptor	1111	$0.00	$1,000.00	$1,000.00
	Process Server	2017	Ford	Police Interceptor	5489	$0.00	$1,000.00	$1,000.00
	Sheriff	2007	Ford	UT	5030	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Police Interceptor AWD 4DR	7063	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7058	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7059	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7060	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7066	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7069	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7070	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7072	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7073	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7074	$0.00	$1,000.00	$1,000.00
	Sheriff	2013	Ford	Taurus Police I	7075	$0.00	$1,000.00	$1,000.00
	Sheriff	2014	Dodge	Ram	4088	$0.00	$1,000.00	$1,000.00
	Sheriff	2014	Ford	PU F150 Crew 4x4	8363	$0.00	$1,000.00	$1,000.00
	Sheriff	2014	Ford	F550-SWAT vehicle	7740	$250,083.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	4D Sedan	7099	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	2810	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	3763	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	4295	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	4296	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6230	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6232	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6233	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6237	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6238	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6239	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6240	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6241	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6242	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6243	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6246	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6247	$0.00	$1,000.00	$1,000.00
	Sheriff	2015	Ford	Police Interceptor	6248	$0.00	$1,000.00	$1,000.00
	Sheriff	2016	Ford	UT	7153	$0.00	$1,000.00	$1,000.00
	Sheriff	2017	Ford	Explorer	3391	$0.00	$1,000.00	$1,000.00
	Sheriff	2017	Ford	Police Interceptor	5310	$0.00	$1,000.00	$1,000.00
	Sheriff	2017	Ford	Taurus	0182	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Explorer	6110	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Explorer	6111	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Explorer	8094	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Explorer	8102	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Explorer	8103	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Taurus	4920	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Taurus	4921	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Taurus	4922	$0.00	$1,000.00	$1,000.00



WVcorp

Harrison County Commission

Coverage Term : 7/1/2022 - 7/1/2023

BUSINESS AUTO SCHEDULE

Vehicle #	Dept	Year	Make	Model	Vin	Repl. Cost Value	Comp Ded	Coll Ded
	Sheriff	2018	Ford	Taurus	4923	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Taurus	4924	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Taurus	4925	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Taurus	4926	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Taurus	4927	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Taurus	4928	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Taurus	4929	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Jeep	Grand Cherokee Laredo	1437	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Jeep	Grand Cherokee Laredo	1438	$0.00	$1,000.00	$1,000.00
	Animal Control	2007	Dodge	CW	7041	$0.00	$1,000.00	$1,000.00
	County	2015	Toyota	Rav4	0820	$0.00	$1,000.00	$1,000.00
	Community Correction	2004	Ford	E350	4552	$0.00	$1,000.00	$1,000.00
	Process Server	2013	Ford	TBA	0632	$0.00	$1,000.00	$1,000.00
	Process Server	2013	Ford	TBA	8687	$0.00	$1,000.00	$1,000.00
	Community Correction	2018	Ford	Taurus	6306	$0.00	$1,000.00	$1,000.00
	Sheriff	2018	Ford	Explorer	6244	$0.00	$1,000.00	$1,000.00
	Assessor	2019	Ford	Explorer	0360	$0.00	$1,000.00	$1,000.00
	OEM	2018	Chevrolet	Silverado P/U	2771	$0.00	$1,000.00	$1,000.00
	Sheriff	2019	Ford	Explorer	5475	$0.00	$1,000.00	$1,000.00
	E911	2018	Chevrolet	Silverado P/U	3937	$0.00	$1,000.00	$1,000.00
	Planning	2019	Chevrolet	Colorado	0015	$0.00	$1,000.00	$1,000.00
	Sheriff	2005	Ford	Sedan	5542	$0.00	$1,000.00	$1,000.00
	Sheriff	2001	Ford	Sedan 4D	0464	$0.00	$1,000.00	$1,000.00
	Maintenance	2019	Ford	F-550	1923	$0.00	$1,000.00	$1,000.00
	Sheriff	2020	Toyota	Sienna	1977	$0.00	$1,000.00	$1,000.00
	Day Report Center	2019	Chevrolet	Silverado 2500	0862	$0.00	$1,000.00	$1,000.00
	Process Service	2020	Ford	Explorer	3791	$0.00	$1,000.00	$1,000.00
	Sheriff	2020	Dodge	Ram P/U	6755	$0.00	$1,000.00	$1,000.00
	Sheriff	2020	Ford	Explorer	3130	$0.00	$1,000.00	$1,000.00
	Sheriff	2020	Ford	Explorer	3129	$0.00	$1,000.00	$1,000.00
	Sheriff	2020	Ford	Explorer	4244	$0.00	$1,000.00	$1,000.00
	Sheriff	2020	Ford	Explorer	9681	$0.00	$1,000.00	$1,000.00
	Sheriff	2020	Ford	Explorer	9680	$0.00	$1,000.00	$1,000.00
	Sheriff	2021	Ford	Explorer	6830	$0.00	$1,000.00	$1,000.00
	Sheriff	2021	Ford	Explorer	2319	$0.00	$1,000.00	$1,000.00
	Sheriff	2021	Ford	Explorer	845	$0.00	$1,000.00	$1,000.00
	Assessor	2020	Ford	Explorer	4452	$0.00	$1,000.00	$1,000.00
	Assessor	2021	Ford	Explorer	4453	$0.00	$1,000.00	$1,000.00
	County	2021	Ford	Explorer	6909	$0.00	$1,000.00	$1,000.00
	Sheriff	2014	Ford	4D	5378	$0.00	$1,000.00	$1,000.00
	County Commission	2022	Chevrolet	Silverado 1500	5761	$0.00	$1,000.00	$1,000.00
Bureau	Sheriff	2003	Ford	F-350 SD	8228	$0.00	$1,000.00	$1,000.00
Bureau	Sheriff	2010	Ford	Expedition	2563	$0.00	$1,000.00	$1,000.00
Bureau	Sheriff	2010	Ford	Explorer	3090	$0.00	$1,000.00	$1,000.00
DTF	Sheriff	1985	Chevrolet	4X4	9955	$0.00	$1,000.00	$1,000.00
Process	Sheriff	2010	Ford	Escape	4326	$0.00	$1,000.00	$1,000.00
Totals			Count: 110			$250,083.00		

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13-B



Self Insurance Proposal
May 23, 2022

Harrison County Development Authority

Package coverages, terms, conditions, and exclusions are only briefly outlined. For complete provisions, please refer to the coverage contract. (2021-2022)

For additional information, please contact: Member Services at (844) 986-2705 or info@riskprograms.com



WELCOME TO WVcorp

WVcorp was established in 2007 at the request of West Virginia counties seeking to break from the status quo of the commercial insurance industry and assert more control over their risk management and coverage needs. Today, we are the largest self-insurance risk pool for public entities in the state. We provide coverage to more counties and county-related agencies than any other provider, and we attribute our extraordinary success to the strength of our members. As a member, you are so much more than a customer. You are a part of WVcorp itself! Our membership is at the heart of everything we do, and this member-centric focus has driven us to emerge as a leader in developing coverage solutions. We are a one-stop-shop when it comes to safeguarding your peace of mind – capable of addressing all of your risk management needs, including coverage for:

Property	General Liability	Workers' Compensation
Inland Marine	Public Officials Liability	Business Automobile
Equipment Breakdown	Law Enforcement Liability	Cyber Risk
Crime	Environmental Liability	Excess Liability Limits

WELCOME TO WVcorp

YOU'RE CHOOSING OWNERSHIP

At WVcorp, you are an owner of the program and its assets. Unlike traditional insurance providers, we have no outside owners, investors or shareholders expecting dividends or profits to be generated from our programs. Rather than profit-minded executives making decisions, we have a Supervisory Board elected from and by our members. The Board approves all major risk pool decisions, and as a voting member, you have a direct voice in the decisions that matter most to your organization.

In choosing WVcorp, you are choosing a partner that is unlike any traditional insurance provider for one reason: you are truly our primary concern.



YOU'RE CHOOSING PRICE STABILITY

No one likes surprises. The pool was founded to provide an alternative to the commercial insurance marketplace, in part based on the principle of providing price stability. This long-standing ideal has guided our decisions since day one. While the commercial market has seen considerable volatility and rate increases, and competitors have stripped away coverages to combat rate increases, the pool has enjoyed rate stability for more than a decade, even as we've consistently expanded coverages. It all adds up to giving you peace of mind that rates will remain predictable, aiding in long-term planning and budgeting.

YOU'RE CHOOSING SPECIALIZED PROTECTION

We were created by public entities, service only public entities, and are directed by our Board elected from within our membership. This gives our organization remarkable focus, and it's allowed us to grow our team with experts that know your organization and its unique needs, because serving partners like you is all we do. It also means we're able to keep ahead of regulatory and other changes as or even before they happen, adjusting coverages or creating new programs as needed.

Our expert Risk Control team works directly with members to provide employee training, safety audits, or consult on relevant risk management topics to help prevent claims from occurring. It's all part of our commitment to address your need for protection holistically.



YOU'RE CHOOSING TRANSPARENCY

We're proud of the products and services we offer, so we feel there's no need to play games or hide behind gimmicks. Although our policy period begins on July 1, renewal quotes are distributed as early as mid-March, giving you ample time to prepare your budget. We empower members to run your own loss reports at the click of a button on our website without having to request that information through an agent. Because we're partners when it comes to protecting your assets, we openly share every bit of information we have for each of your claims. With our online claim viewer, we bring you behind the curtain and give you the same access to financials and notes that our adjusters have themselves.

MEMBERSHIP HIGHLIGHTS

WEBSITE

- Intuitive, user-friendly design
- Claims reporting with instantaneous claim number
- Risk management tools and templates
- Downloadable employee training presentations and webinars
- Customizable loss reports
- Claim viewer giving access to claim summaries, financials, and adjuster notes
- Property and vehicle schedule editing tool
- Certificates of insurance request feature

RISK CONTROL

- Facility safety assessments
- Certified Playground Safety Inspectors (CPSI)
- Risk management policy creation and consultation
- In person and web-based employee training – safety, liability, human resource, cyber security, and more
- Loss analysis
- Safety committee assistance and participation
- Up to 14 hours of approved CE-credits for law enforcement
- Hot topic workshops presented at various conferences across West Virginia



For more than a decade, WVcorp has been a leader in creating innovative, member-centric solutions to the unique challenges faced by West Virginia's public sector entities. As a pool participant, you can take advantage of WVcorp's vast array of membership benefits.

WORKERS' COMPENSATION

- Medical Bill Review provides savings across multiple medical provider networks to ensure cost effective treatment
- First Fill program so employees have no "out of pocket" for prescriptions

CYBER RISK

- Comprehensive cyber risk coverage like no other West Virginia provider
- No deductible
- Optional limits up to $5,000,000
- Designated breach coach guides legal guidance on cyber incidents
- Live and webinar based cyber security training available

SERVICES

- Property valuations provided at no charge
- Investigations unit available for claim surveillance and analysis
- Tenant User Liability Insurance Program (TULIP) makes it simple to acquire short-term event coverage for facility users
- Contract and lease review to ensure adequate coverage requirements
- Safelite Auto Glass direct billing allows for quick and painless glass replacement; with a deductible waiver with glass repairs

COVERAGE

- Guaranteed replacement cost on property coverage
- No annual aggregate on general liability coverage
- Pollution liability coverage for first party and third party clean up
- Optional increased crime coverage limits available
- Defense coverage for EEOC and OCR complaints included



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Harrison County Development Authority

Contribution Summary Form

Coverage	Deductible	Contribution
General Liability : $1,000,000 Combined Single Limit; Occurrence Form; No Annual Aggregate; Non-Audited	None	$457
Public Officials Liability : $1,000,000 Limit Each Wrongful Act	$1,000	$250
Automobile : $1,000,000 Liability Limit for Hired Autos; $1,000,000 Non-Owned Auto Liability	$1,000 Comp/Coll	$150
Crime : Blanket $250,000 Faithful Performance; In/Out Robbery; Counterfeit; Forgery; Computer Fraud; Telephone Toll Fraud $25,000 sublimit	$250	$750
Environmental Liability : $500,000 Limit	$25,000	Included
Cyber Risk : $250,000 Limit	None	Included
Grand Total Annual Contribution		**$1,607**
Less Rate Credit(P&C)		($16)
Total Contribution Due		$1,591

Any additions or deletions made after the proposal and initial billing effective up to and including July 1st will result in an endorsement and contribution adjustment.

In order to be eligible for WVcorp membership, the following coverages must be selected: Property (where applicable), General Liability, Business Auto (where applicable), and Crime. To be eligible for Workers' Compensation coverage, Property & Casualty must be in effect with WVcorp.

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RESPONSE NEEDED - If electing option(s) below, please indicate on Coverage Intent Form form. Otherwise, coverage will be based upon current coverage as you do not wish to select proposed option(s) below.

2022 - 2023 Quote Options for
Harrison County Development Authority

OPTION 1 : Cyber Risk - Increased Liability

WVcorp provides members an opportunity to increase Cyber Risk coverage. The purchased limit is your own limit, which is outside of the WVcorp pooled limit for other members. Cyber Risk Liability provides coverage due to network security breaches (including hacking and viruses) and online privacy matters (including identity theft). Coverage also includes Crisis Management, Remediation and Notification Expense coverage for public relations services, expense to determine scope of breach, and notification expense required by law, including mailings and monitoring up to the purchased limit.

Limit	Deductible	Additional Contribution
$1,000,000	$0	$1,000



General Liability

- WVcorp general liability coverage provides the broadest protection for public entities in West Virginia.
- WVcorp coverage provides protection from claims or suits for personal injury or property damage.
- Excess limits available

Basis of Contribution	
Net Operating Expense	$ 43,539

Limits

- $1,000,000 Combined Single Limit for Bodily Injury and Property Damage - Each Occurrence
- No Annual Aggregate

Additional Coverages

- Failure to Supply (No Sublimit)
- Sidetrack Agreements including Railroads
- Contractual Liability for Covered Contracts
- Personal Injury and Advertising Liability
- Broad Form Property Damage Liability
- Incidental Medical Malpractice
- Limited Worldwide Liability
- Owned Watercraft under 51 feet
- Products/Completed Operations
- Punitive Damages Covered in Most Cases
- Employee Benefits Liability

Sublimits

- $100,000 Fire Legal Liability - Real Property
- $100,000 Care, Custody, and Control of Others' Property

Deductible

None



Cyber Risk

- WVcorp members are covered for online privacy matters (including identity theft), losses due to network security breaches (including hacking and viruses), copyright infringement, and online slander or libel, among other issues.
- Increased limits available

Limits
• $250,000 Per Occurrence and Aggregate - Per Member • $1,000,000 Maximum Aggregate for all Cyber Risk losses under the contract, commencing with the inception date of this contract, regardless of the number of Members involved.

Coverages
Network Security, Privacy, and Data Breach Liability
• Liability for unauthorized access to the computer network, including personal identifying information such as social security numbers, credit card numbers, etc. • Liability for transmission of a computer virus
Multimedia Liability
• Copyright/trademark infringement, invasion of privacy, plagiarism, libel and slander through website or social media
Regulatory Liability
• Liability, including defense costs, resulting from a claim by an official regulatory agency or governmental body as a result of a security breach or privacy breach or breach of privacy regulations • Includes civil and/or administrative penalties or fines imposed by an official regulatory agency or governmental body
Data Breach Incident Response
• Expenses paid to third party service providers arising from a data breach for legal services, notification expenses, fraud monitoring and resolution services, call center services, public relations services, and computer forensic services.
Data Restoration
• Costs to restore, compile or replace data • Reasonable and necessary costs and expenses to determine scope of breach • Costs paid to restore, compile or replace data to a third party as a result of a network security breach or cyber extortion event
Cyber Extortion
• Reimbursement of reasonable costs and expenses resulting from request for money to avoid damage, destruction, corruption or introduction of a computer virus, a malicious code or denial of service
Social Engineering Fraud
• Covers financial loss relating to a social engineering event whereby an employee is instructed to move funds to another bank fraudulently
PCI DSS Fines
• Covers PCI contractual costs and regulatory fines following a security or privacy event

Deductible
None

Environmental Liability

- WVcorp provides members with liability protection for first and third party environmental liabilities.
- Coverage for third party cleanup involving above ground pollution exposures is included.

Limits

- $500,000 Each Incident and Aggregate - Per Member
- $1,000,000 Pool Aggregate

Coverages

- Third Party Clean-up for above ground pollution exposures, such as:
  - Water & Sewer Operations
  - Transfer Stations
  - Spraying of Pesticides and Herbicides
  - Golf Courses
  - Above Ground Storage Tanks

Exclusions *

- Underground Storage Tanks
- Landfills

* WVcorp will place coverage for these excluded exposures through a commercial carrier, if requested.

Deductible

- $25,000 Per Occurrence



Public Officials Liability

- Public Officials Liability provides protection against allegations of wrongful acts, such as sexual harassment and employment practices.
- Defense costs are provided for certain excluded coverages
- Prior Acts Coverage included if prior coverage was written on claims-made basis.

Limits
• $1,000,000 Each Wrongful Act • $1,000,000 Annual Aggregate • $10,000 HRC/EEOC Defense

Policy Form
Occurrence

Coverages
• Employment Practices • Sexual Harassment • Notary Public applicable for all current employees while acting within the course and scope of their notarial duties of the Member • Defense cost in addition to coverage limits

Additional Provisions
• Claims handled when filed, not only if a lawsuit is filed

$100,000 Defense Limit provided for the following excluded coverages:
• Employment Wrongful Acts, when no monetary damages requested • Land Use/Eminent Domain (subject to $25,000 Deductible) • Suits for non-monetary relief brought to remove an elected official pursuant to WV Code §6-6-7 (subject to $25,000 Deductible)

$50,000 Defense Reimbursement Limit provided for the following excluded coverages:
• Criminal Acts (subject to a $10,000 Deductible); see contract language for specific terms and conditions

Deductible
• $1,000 Per Occurrence • $25,000 Land Use/Eminent Domain



Automobile Liability and Physical Damage

- WVcorp coverage includes hired and non-owned vehicles
- Automatic coverage for newly acquired vehicles at no additional charge until renewal.
- Excess limits available.

Basis of Contribution	
Number of Vehicles	N/A

Liability
Limits
• $1,000,000 Hired Auto Bodily Injury & Property Damage Liability • $2,000 Medical Payments (Per Person) • $1,000,000 Non-Owned Auto Liability (excess over any other collectible insurance) • No Annual Aggregate

Physical Damage
Deductibles
• $1,000 Hired Car Physical Damage Comprehensive (up to $50,000) • $1,000 Hired Car Physical Damage Collision (up to $50,000)

Definitions
• **Replacement Cost (RC):** The Fund will pay the lesser of: (a) the cost of repairing damaged property or replacing damaged or stolen property with the same kind or quality; (b) the cost to replace the damaged or stolen property with comparable new property as of the time of loss; or (c) the Limit of Coverage applicable to the lost, damaged or stolen Covered Auto. • **Actual Cash Value (ACV):** The cost to repair, rebuild, or replace lost or damaged property, at the time and place of the loss, with other property of comparable size, material and quality, less allowance for physical deterioration, depreciation, obsolescence, and depletion.

Please provide values for all vehicles you wish to have this coverage applied to effective 07/01/2022



Crime Coverage

- Crime provides protection from loss of money and securities, as well as, forgery and fraud.
- State-required faithful performance bonds for covered persons are included.
- Coverage is for covered crimes committed by employees, board members, commission members and volunteers.

Limits
• $250,000 Per Occurrence • $25,000 Telephone Toll Fraud

Coverage Forms
• Employee Theft • Employee Dishonesty (Faithful Performance Form) • Loss Inside and Outside the Premises • Money Orders and Counterfeit Paper Currency • Depositors Forgery Coverage • Computer Fraud • Funds Transfer Fraud

Public Officials Required Bond
Meets maximum listed Bond value for all public officials as outlined by West VA Code §6-2-10, §6-2-10A, and §6-2-11

Deductible
• $250 Per Occurrence

WVcorp

Harrison County Development Authority

ATTENTION
Upon review, please sign/return to sbrown@riskprograms.com to ensure prompt processing of documents, including invoice and certificates of coverage.

2022 - 2023 Coverage Intent Form

After careful consideration of your proposal, we accept your coverage program subject to the following selections or changes:

ACCEPTANCE:	
	ACCEPT - We accept all coverages as presented in this proposal.
	MODIFY - We wish to request the following changes:
	REJECT - We do not accept your proposal.

OPTIONAL QUOTES PROVIDED HEREIN:

Accept	Reject	CYBER RISK:
		ELECT optional Increased Limit for Cyber Risk as follows: Total Limit: $_____ Additonal Contribution: $_____

BILLING TERMS		
We wish to select the following billing terms shown below		
Coverages (if applicable):		
Property & Casualty	☐	Annual Payment - Due and payable in full within 30 days of receipt
	☐	Two Equal Installments - Due by July 1st and October 1st
Workers' Compensation	☐	Annual Payment - Due and payable in full within 30 days of receipt
	☐	Quarterly Installments
Any additions or deletions made after the proposal and the initial billing effective up to and including July 1st will result in an endorsement and contribution adjustment.		
A late charge of 1% per month (12% per annum) will be assessed for contributions received 30 days after the due date.		

If additional quote options are provided herein, please indicate below if electing. Otherwise, coverage will be based upon current coverage.

PRINTED NAME _____ SIGNATURE _____ DATE _____

WVcorp

Harrison County Development Authority

Coverage Term : 7/1/2022 - 7/1/2023

BUSINESS AUTO SCHEDULE

Vehicle #	Dept	Year	Make	Model	Vin	Repl. Cost Value	Comp Ded	Coll Ded
Totals			Count: 0			$0.00		

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HARRISON

TOWING POLICY & REGULATIONS

HARRISON OEM & E911

2022

HARRISON COUNTY COMMISSION PROMULGATION STATEMENT

WHEREAS no person, firm, corporation or other entity shall tow for the Harrison County Commission or provide services such as towing, removal, recovery or storage of a wrecked, abandoned, disabled or other vehicle unless they comply with the rules promulgated and approved by the Harrison County Commission to be implemented by the Director of E911; Director of Office of Emergency Management and the Towing Compliance Officer.

WHEREAS all parties involved need to know that the safety of all our citizens is the primary concern in all towing calls, from dispatch to pick-up. Common sense and safety must prevail.

Upon promulgation and approval of the rules, the said rules shall be filed with the Office of the Clerk of the County Commission and shall be in effect from the date of the filing until such time that revisions are made and approved to the Agreement.

NOW THEREFORE IT IS RESOLVED, that the Harrison County Commission does hereby approve and adopt the *Harrison Towing Policy and Regulations*. Said policies shall remain in effect until such time revisions are approved by the Harrison County Commission.

PASSED AND ADOPTED by the County Commission of Harrison County, State of West Virginia, this _____day of _____, 20_____.

SIGNATURES

President _____

Commissioner_____

Commissioner_____

FOREWARD

This towing policy provides Harrison County the basis for a systematic approach that provides for the most prompt, fair equitable and effective response to requests or dispatches for emergency towing services, following the rules set forth in §24-6-12, which state as follows:

§24-6-12. *Dispatching of towing services for emergency towing of vehicles; exceptions:*

(a) Every three years, the county commission of each county or the municipality operating an emergency telephone system or an enhanced emergency telephone system shall, in consultation with all public safety units, public agencies and all available towing services registered as common carriers pursuant to the provisions of chapter twenty-four-a of this code, establish a policy that provides for the most prompt, fair, equitable and effective response to requests or dispatches for emergency towing services.

(b) For each incident where towing services are required, the public ogency procuring towing services shall mointain a public record of the name of the towing service utilized (Italics added for emphasis).

Public officials and departmental personnel were involved in the planning process. The elected officials reviewed, studied, and made recommendations for changes and gave final approval to the policy. This version of the policy is the result of numerous revisions since its inception. This policy is intended to be used as the **only** towing agreement developed for Harrison County. All prior policies and regulations governing towing services in Harrison County are rescinded and deemed void as of the effective date of this policy and regulations.

All parties involved in the creation of the policy feel that the safety of all our citizens is the primary concern and in all towing calls, from dispatch to pick-up, common sense and safety is the priority.

This document establishes the format for Harrison County's towing policy and consists of four (4) different parts with attachments.

PART 1

Additional Requirements

1. Each truck shall be lettered commercially with the operator's logo on both doors in permanent letters at least three (3) inches high.

2. A towing service's place of business should be easily accessible to the public. Motor vehicle storage must be at the place of business and in an area convenient to the public.

3. A towing service's place of business must be equipped with dispatch equipment (communication devices or cellular phones). Approved companies will provide the E911 Center with a single point of contact, i.e., one telephone number, which shall be used to contact the service twenty-four (24) hours per day, seven (7) days a week.

4. A towing service's place of business shall be open to the public during normal business hours, Monday thru Friday between the hours of 9:00 a.m. *and* 5:00 p.m.

5. A vehicle that has been towed to a towing service's lot is to be charged the appropriate fee regulated by the Public Service Commission (PSC) or the amount approved by the company tariff on file with PSC.

6. In addition to applicable state code, a towing service shall maintain a licensed salvage yard or an outside storage with a minimum of twenty-five hundred (2,500) square feet of space for the control and safekeeping of motor vehicles, encircled by a fence of suitable barrier with a sufficient height to deter trespassing and vandalism, with at least one gate for entrance and exit which shall be locked at all times when not in use. A towing service shall also provide a secure inside storage facility for the safekeeping and storage of at least one (1) vehicle. The facility shall be covered and enclosed and constructed in such a fashion as it will prevent unauthorized entry.

7. Each towing service will need to have a current, valid Form 4 registered through the PSC.

8. A towing service must have on file with the E911 Operations Center, Office of Emergency Management and the Towing Compliance Officer the following forms:

A. A completed insurance certificate with $1,000,000 (One Million) minimum insurance liability requirements, and garage keepers insurance coverage for damage to towed and/or stored vehicles in an amount of not less than $100,000 (One Hundred Thousand).

B. Copy of current, valid Form 4 through the Public Service Commission.

C. Proof of workers compensation coverage for all employees and/or verification from the IRS that coverage is not required for any "independent contract workers". Firms would need to file Form SS-8 with the IRS to determine workers status.

D. Proof that employed drivers are insured by the service's automobile liability policy. If authorized independent contract workers, said individuals must maintain liability coverage as noted in "A" above.

E. A written request to place the towing service upon a given rotational list as describe in 10a of this policy and written proof that the service meets the requirements as set forth in Legislative Rule Title 150, Series 9, dated April 12, 2012, Rules Governing Motor Carriers to be placed upon such list (section 5.8.a.1 thru 5.8.e.2 which specify the class for the rotation lists.)

F. Every calendar year in July, each towing company MUST submit a new updated application to remain on the towing rotation. This application packet will be sent out the first of July and will be due in the Office of the Towing Compliance Officer by July 30th. In the event that the towing company does not submit by the July 30th deadline, they will be suspended until such time the proper paperwork is received by the Towing Compliance Officer.

9. A towing service guarantees that they shall call the 911 center when in route, after contact by Harrison E911.

10. There will be towing rotation lists for Harrison County.

10a. For Harrison County, there will be a single, county-wide heavy duty/large towing rotation list: **(Twenty Five Ton (20) ton wrecker vehicle)** and four (4) light towing rotations lists: **(one (1) ton wrecker vehicle, two (2) ton wrecker vehicle, Rollback wrecker (light) and Rollback wrecker (heavy),** that are rotated on a regional basis. To qualify for any list a towing service must meet all state requirements to include Federal, State laws and the Legislative Rule Title 150, Series 9, dated April 12, 2012, Rules Governing Motor Carriers, and/or any other requirement that is required by this Policy & Regulations.

- 10b. In Harrison as well as Taylor Counties there will be an "Abandoned Vehicle" rotation consisting of all towers on the rotation. This rotation will not affect the towers location position of the normal "Emergency Rotation" and will be a separate stand-alone rotation.

11. If a towing service does not answer, refuses, or is unable to respond to calls, for any reason, or is unable to respond within the timeline governed by this Policy and Regulations, three (3) times in a six (6) month period, or refuses a call three (3) consecutive time in a six (6)

month period, they are subject to penalties as set forth in Part 2 of this Policy.

12. All towing services are subject to inspection by the Towing Compliance Officer or by other qualified individuals as approved by the Harrison County Commission, said inspection may include equipment and facilities.

13. Drivers will wear some type of reflective clothing as required by the code listed here:

The Code of Federal Regulations Title 23 (Highways) Part 634 was originally published in the Federal Register Volume 71, No. 226, pp 67792 – 67800. The Rule itself (634.3) simply states that:

"All workers within the right-of-way of a Federal-aid highway who are exposed either to traffic (vehicles using the highway for purposes of travel) or to construction equipment within the work area shall wear high visibility apparel."

"Workers" is defined to mean people on foot whose duties place them within the "right-of-way of a Federal-aid highway, such as highway construction and maintenance forces, survey crews, utility crews, responders to incidents within the highway right-of-way, and law enforcement personnel when directing traffic, investigating crashes, and handling lane closures, obstructed roadways, and disasters within the right-of-way of a Federal-aid highway".

"High Visibility Safety Apparel" is defined to mean "personal protective safety clothing that is intended to provide conspicuity during both daytime and nighttime usage, and that meets the Performance Class 2 or 3 requirements of the ANSI/ISEA 107-2004".

14. All towing services are responsible for the clean-up of the accident scene, excluding hazardous waste. This is in accordance with PSC Title 150, Series 9: Rules and Regulations for the Government of Motor Carriers and Private Commercial Carriers, Section 5.6, Highway Cleanup, which states: ***"Every wrecker vehicle must carry a broom and shovel and the driver and/or helper of the wrecker shall, when servicing a wreck leaving debris upon the highway, cleanup and remove that debris upon the highway that is susceptible to being removed by a broom and shovel."***

    In addition to PSC Title 150 listed above, each wrecker shall carry at least on container/bag of absorbent material for cleanup of liquids and or fluids.

15. If a 911 towing call is an owner request, it will not impact a service's spot on the established rotations. A request from 911 for abandoned vehicle will **NOT** impact a service's spot on the established rotations.

16. By submitting a request to be added to a specified light towing rotation list, a towing service agrees to be on scene no more than thirty (30) minutes from the time of notification for all locations covered by the rotation list in question. This includes *any*

owner requests. If a towing service contacted as part of an owner request cannot comply with this provision, 911 shall select the next available towing service off the applicable rotation list. The thirty (30) minute requirement shall be waived for the Harrison County-Wide Heavy Duty Wrecker rotations, due to the size of their respective coverage areas.

17. A towing service cannot accept a tow, knowing that they do not have the "specified" towing equipment (wrecker) available as per this policy and regulations, which will be subject to penalties as set forth in Part 2 of this Policy and Regulations. Example: Not having a specified wrecker on a list or having a specified wrecker on the list that is not available and then responding to the scene with the wrong wrecker classification and request another wrecker and or sub-contract the wreck out.

18. A towing service must owe no assessment, premium, penalty, fine, tax or other amount of money to the state or any of its political subdivisions because of judgment, fine, permit violations, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued.

19. A towing service must have at least one (1) towing vehicle registered to its established place of business in Harrison County.

20. A towing service must have an established place of business within at least one (1) of the coverage areas in which it wishes to participate.

21. All towing agencies that apply to be on the "Harrison 911 Towing Rotation" will be **"Required"** to attend the TIM (Traffic Incident Management) course offered by the Federal Highways Administration either in person class or the online class. The Towing Compliance Officer is a certified Instructor and classes will be offered through his office free of any charge.

22. A towing service must meet all requirements to include Federal and State laws, the Legislative Rule Title 150, Series 9, dated April 12, 2012, Rules Governing Motor Carriers, and any other requirement that is required by this Policy.

If at any time, through investigation or by any other means, there is found to be a deficiency with regard to this section of the policy, that towing service will be found to be in violation of this policy. That towing service will be advised in writing by the Towing Compliance Officer of the violation and said towing service will be removed from the towing rotation until such time that proof can be provided that such issue has been resolved.

PART 2

Violations

Any violation(s) of the Harrison County Towing Policy will result in the following corrective action:

a. **First offense** written warning, to be placed in the offending service's file at the Office of Emergency Management Director and the Towing Compliance Officer.

b. **Second offense** within a six (6) month period, towing service will be removed from the rotation list for thirty (30) days.

c. **Third offense** within a six (6) month period, towing service will be removed from the rotation list for one (1) year.

SPECIAL NOTE: Any false or misleading representation to any person or persons or any documented intentional abuse of this policy, will result in immediate suspension from the rotation.

A towing service shall be notified of any violation, in writing, by the Towing Compliance Officer. A towing service may appeal the findings of a violation within ten (10) days of receipt, in writing to Towing Compliance Officer.

A three (3) person review committee, consisting from the following individuals: Director of E911, County Administrator and the Towing Compliance Officer and shall affirm or reverse the findings of violation within five (5) days of receipt of appeal. In the event such violation is upheld by the review committee, a towing service may appeal such finding to the Harrison County Commission, whichever is applicable, within ten (10) days of receipt.

All notices and appeals shall be completed by certified mail or hand delivered to the Harrison County Commission Office for review by the Towing Compliance Officer.

PART 3

E9-1-1 Policy on Dispatching Towing

Although this policy seeks to address all the issues involved in the dispatching of towing, all parties recognize that from time to time there will be incidents that occur that may not be covered by the policy. In view of this, all parties should contact Towing Compliance Officer when any questions arise that are not covered.

1. Each towing service shall immediately notify the E911 center when it has no towing vehicles in service, or any other reason which would make the towing service unavailable for **any** period of time. Upon a towing service's return to a useable status, it shall immediately notify the E911 center, at which time the towing service shall be placed at the bottom of the applicable rotation list.

2. Each towing service shall immediately notify E911 dispatch of a private towing call received, such as abandoned vehicle on roadway and to advise that you are responding. This is to prevent E911 dispatch from alerting another towing service for the same abandoned vehicle. This requirement shall apply for emergency situations only with regard to the towing policy rotation.

3. Law enforcement and fire department personnel should abide by the normal E911 rotation except in a situation that is deemed an immediate threat to life or property. All requests made by or through fire department personnel shall be cleared through law enforcement for approval.

4. Towing services shall advise the E911 center of their estimated in route time at the time of initial contact.

5. If it is found that any false representation, by a towing service owner or driver, has been made, it will be cause for immediate removal from the rotation lists. (Reference Part 2 of this policy)

6. All towing services will be dispatched from one of the following rotation lists:

   A. Harrison County: Harrison North, Harrison South, Harrison Central, Harrison West and Harrison County-Wide Large.

   B. Harrison Abandoned Vehicle Rotation: Will not affect the tower location position of "Emergency Rotation" and is a stand-alone rotation.

   C. In the event that any rotation list for a geographic area has been exhausted in an attempt to dispatch a towing service, E911 dispatch will draw from the list of another geographic area rotation in an effort to secure a towing service for the needed response.

7. If the towing service contacted is unavailable, for whatever reason, the service shall lose its spot on that rotation list in question and will be moved to the bottom of the list to await its next turn. If the towing service contacted is able and willing to accept the request, but is canceled for a reason beyond the towing service's control, the service shall remain at the top of the rotation in question to await the next call for service.

8. Under no circumstances shall any towing service assign, request or otherwise subcontract another towing service to any dispatch for towing services. The only allowed exception will be a responding towing service notified using either the Harrison County-Wide Heavy Duty Wrecker rotation, which may contact additional towing services for assistance **as needed,** and as long as the wrecker service has a wrecker on the respective list and is available.

   *The **"Heavy Wrecker"** needing assistance will first utilize **"Heavy Wreckers"** within their county of record, that are on the rotation policy for assistance before they contact any wrecker from on our other county rotation policy.

9. Triple "A" (AAA) towing service is not a prerequisite for any towing service bound by this policy. Triple "A" (AAA) towing service is an owner request service and the dispatch of towing under this policy will not be involved in that service acquisition. That request will be the sole responsibility of the owner not the E911 Center.

10. The practice of "scanner hopping", whereby a towing service arrives at the scene of an incident without notification, is prohibited and shall be considered as violating this policy and regulations. (Reference Part 2 of this policy)

11. All towers are required to work with and respond to the "Abandoned Vehicle" rotation. Any tower not responding to this rotation will be subject to violation under Part 2, "Violations" of this policy.

PART 4

Closing Signatures

ALL PARTIES INVOLVED ARE REMINDED THAT THE SAFETY OF ALL OUR CITIZENS IS THE PRIMARY CONCERN. IN ALL TOWING CALLS, FROM DISPATCH TO PICKUP, COMMON SENSE AND SAFETY MUST PREVAIL.

THIS POLICY WAS ADOPTED BY THE HARRISON COUNTY COMMISSION AT THEIR MEETING ON_____.

SIGNATURE *DATE*

_____ _____

_____ _____

_____ _____

16

A RESOLUTION
APPLYING FOR THE WV COURTHOUSE FACILITIES IMPROVEMENT FUNDS; ADOPTING ALL UNDERSTANDINGS CONTAINED IN THE GRANT DOCUMENTS; COMMITTING FUNDS TO THE PROJECT APPOINTING THE PRESIDENT OF THE HARRISON COUNTY COMMISSION TO ADMINISTER SAID PROGRAM;

WHEREAS, our courthouse is an important governmental and historical site in Harrison County, and

WHEREAS, the Harrison County Commission wishes to apply for the 20th Cycle of the WV Courthouse Facilities Improvement Program Funds and be used for the purpose of installing a new public elevator , 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 application for the WV Courthouse Facilities Improvement Program, and

WHEREAS, the Harrison County Commission is also required to adopt by official resolution all understandings contained in, and made a part of, said WV Courthouse Facilities Improvement Grant 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

WHEREAS, it is required that the Harrison County Commission commit funds to the project.

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

1. The Harrison County Commission authorizes the application of the 20th Cycle WV Courthouse Facilities Improvement Authority funds, in the amount not to exceed $100,000.00 for the installation of a new public elevator.

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 WV Courthouse Facilities Improvement Grant, including providing necessary additional information to the State government.

3. The Harrison County Commission commits additional funds to the project which satisfies the required 20% match.

PASSED by the Harrison County Commission on this the 15th day of June 2022.

Susan Thomas, President
Harrison County Commission

ATTEST:

John Spires, County Clerk

HARRISON COUNTY
SHERIFF AND TREASURER

ROBERT G. MATHENY

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

18

June 10, 2022

Harrison County Commission
301 West Main St
Clarksburg, WV 26301

Dear Commissioners:

I am requesting to move funds on the following line items:

700-Law Enforcement
Transfer $1,530.00 from line item 700-459-00 (New Equipment) to line item 700-233-00 (Investigations).

Transfer $10,000.00 from line item 700-223-00 (Professional Services) to line item 700-108-00 (LE Overtime).

It appears that the $60,000.00 stipend received from the Harrison County Board of Education to be utilized towards the assignment of a PRO/SRO Deputy stationed at Lincoln High School was never added to line item 700-103-03. Therefore, this line item needs to be increased by $60,000.00.

701-Process
Transfer $600.00 from line item 701-459-00 (New Equipment) to line item 701-219-00 (Service of Process Rents).

705-Home Confinement
I am also requesting an increase of $2,500.00 to Home Confinement Overtime line item 705-108-00.

Thank you for your consideration in this matter.

Sincerely,

Robert G. Matheny

Robert G. Matheny
Sheriff

HARRISON COUNTY
SHERIFF AND TREASURER

ROBERT G. MATHENY

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

September 16, 2021

Honorable Harrison County Commission
301 West Main St
Clarksburg, WV 26301

Dear Honorable County Commissioners:

I am requesting authorization to accept $60,000.00 yearly stipend from the Harrison County Board of Education to be utilized towards the assignment of a PRO/SRO Deputy to be stationed at Lincoln High School. I further request that this $60,000.00 be added to 700-3 salary line item in the current 2021-2022 fiscal year budget.

Sincerely,

Robert G. Matheny

Robert G. Matheny
Sheriff

19

HARRISON COUNTY PROSECUTING ATTORNEY'S OFFICE

RACHEL ROMANO, PROSECUTING ATTONEY

Memo

To: Laura Pysz

From: Rachel Romano

Date: June 10, 2022

Re: Budget Revision

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

From:

405-103 Employee Salary	$ 7,000
405-108 Overtime	$ 700
405-212 Printing	$ 2,000
405-221 Training	$ 2,800
405-222 Dues & Subscriptions	$ 5,100
405-223 Profession Services	$ 950
405-230 Contractual	$ 3,400
405-233 Investigations	$ 1,000
405-341 Materials & Supplies	$ 1,000
	$23,950

To:

405-214 Travel	$ 2,000
405-349 Charges by Other Gov	$ 75
405-459 New Equipment	$ 21,875
	$23,950

Signature Line

JOHN SPIRES

HARRISON COUNTY CLERK

Phone: 304-624-8675 • Fax: 304-624-8575 • Email: jspires@harrrisoncountywv.com
301 W. Main Street • Clarksburg, West Virginia 26301

20

June 10, 2022

Harrison County Commission
Susan Thomas
David Hinkle
Patsy Trecost

Dear Commissioners:

Please make the following transfers regarding my current Elections budget for fiscal year 2021-2022:

INCREASE

413-103-02	SALARY-EMPLOYEES	$360
413-108-00	OVERTIME	$2,700

DECREASE

413-103-00	SALARY-POLL WORKERS	$3,060

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

John Spires
Harrison County Clerk

Clerk of the Circuit Court
Harrison County

21

Albert F. Marano

301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

Telephone (304) 624-8635
Fax (304) 624-8710

Lori A. Thomas
Chief Deputy

June 8, 2022

Honorable Harrison County Commission
301 W Main St.
Clarksburg WV. 26301

Dear Commissioners:

Please transfer $1400.00 from Extra Help 403-109 to Circuit Clerks Training 403-221 to cover the increase for Circuit Clerk Training due to COVID related Conference rescheduling dates.

Thanks you in advance for your time and consideration in this matter.

Sincerely,

Albert F. Marano

Albert F. Marano
Circuit Clerk

LGSD BR (Ver. 2020)

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26301
Phone: 627-2415 ext. 5114
Fax: 304-340-5090
Email: lgs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists (§ 11-8-26a)

CONTROL NUMBER
FY: 2021-2022
Fund: 1
Rev No: 4
Pages: 1

Harrison County
GOVERNMENT ENTITY

Person To Contact Regarding Request:
Name: Laura Pysz
Phone: 304-624-8500
Fax: 304-624-8673
Email: lpysz@harrisoncountywv.gov

301 W Main St
STREET OR PO BOX

Clarksburg — CITY
26301 — ZIP CODE

COUNTY
Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
388	Transfers From Other Funds		730,000		730,000
382	Refunds/Reimbursements (External Sources)		217,419		217,419
323	State Grants		5,158		5,158
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 952,577

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	5,453,622	730,000		6,183,622
700	Sheriff-Law Enforcement	4,604,130	217,419		4,821,549
408	Statewide Computer Network	140,000	16,527		156,527
699	Contingencies	32,387		16,527	15,860
403	Circuit Clerk	10,000	1,000		11,000
443	State Grants		4,158		4,158
717	Central Garage	483,754	30,000		513,754
424	Courthouse	2,718,778		30,000	2,688,778
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 952,577

APPROVED BY THE STATE AUDITOR

BY:
Deputy State Auditor, Local Government Services Div. **Date**

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-700-103-00 LAW ENFORCEMENT SALARIES	2702625.00		2488004.98		214620.02	92.05
001-700-103-03 PRO-SCHOOLS SALARY	267675.00		286201.34		-18526.34	106.92
001-700-103-04 ADMINISTRATIVE SALARY	157935.00		146329.94		11605.06	92.65
001-700-104-00 LAW ENFORCEMENT FICA	261180.00		245488.92		15691.08	93.99
001-700-106-00 LAW ENFORCEMENT RETIREMEN	443835.00		421185.50		22649.50	94.89
001-700-108-00 LAW ENFORCEMENT OVERTIME	250000.00		258199.16		-8199.16	103.27
001-700-108-01 WEST MILFORD OVTM			19384.06		-19384.06	
001-700-108-02 ANTERO RESOURCES OVTM			37791.38		-37791.38	
001-700-108-03 MAPLE LAKE OVTM			3833.70		-3833.70	
001-700-108-04 LOST CREEK OVTM			15050.33		-15050.33	
001-700-108-05 STONEWOOD OVTM			1153.48		-1153.48	
001-700-108-06 COURT OVERTIME			12549.97		-12549.97	
001-700-108-07 PHOENIX PROGRAM OVTM			7576.56		-7576.56	
001-700-108-08 SAKI OVTM			77.19		-77.19	
001-700-112-00 LONGEVITY	35880.00		32125.00		3755.00	89.53
001-700-211-00 LAW ENFORCEMENT TELEPHONE	5000.00		3636.74		1363.26	72.73
001-700-214-00 LAW ENFORCEMENT TRAVEL	5000.00		4948.69		51.31	98.97
001-700-216-00 MAINTENANCE & REP EQUIP	10000.00		3117.17		6882.83	31.17
001-700-219-00 LAW ENFORCEMENT RENTS	27000.00		27000.00			100.00
001-700-221-00 LAW ENFORCEMENT TRAINING	30000.00		29149.09		850.91	97.16
001-700-222-00 LAW ENF DUES & SUBS	4000.00		3210.00		790.00	80.25
001-700-223-00 PROFESSIONAL SERVICE	37000.00		14068.86		22931.14	38.02
001-700-225-00 LAW ENF LAUNDRY & DRY CLE	12000.00		5756.40		6243.60	47.97
001-700-233-00 INVESTIGATIVE FUNDS	15000.00		13332.23		1667.77	88.88
001-700-341-00 LAW ENF MAT & SUPPLIES	15000.00		10139.01		4860.99	67.59

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-700-345-00						
LAW ENFORCEMENT UNIFORMS	25000.00		20769.02		4230.98	83.07
001-700-459-00						
NEW EQUIP-LAW ENFORCEMENT	300000.00	2619.88	290672.61		9327.39	96.89
TOTALS FOR 700 SHERIFF LAW ENFORCE	4604130.00	2619.88	4400751.33		203378.67	95.58

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-401-101-00						
CO COMMISSION SALARY	124185.00		113835.82		10349.18	91.66
001-401-103-00						
CO COMMISSION EMPLOYEES	550000.00		506878.28		43121.72	92.15
001-401-104-00						
CO COMMISSION FICA	55407.00		49136.33		6270.67	88.68
001-401-105-00						
CO COMMISSION INSURANCE	1350000.00		1257751.57		92248.43	93.16
001-401-106-00						
CO COMMISSION RETIREMENT	72429.00		56266.59		16162.41	77.68
001-401-108-00						
OVERTIME	3000.00		1528.33		1471.67	50.94
001-401-109-00						
EXTRA HELP	37000.00		30958.25		6041.75	83.67
001-401-112-00						
LONGEVITY	5100.00		4510.18		589.82	88.43
001-401-212-00						
CO COMMISSIONS PRINTING	1000.00		297.07		702.93	29.70
001-401-214-00						
CO COMMISSIONS TRAVEL	7500.00		275.18		7224.82	3.66
001-401-218-00						
CO COMMISSION POSTAGE	200000.00		145871.63		54128.37	72.93
001-401-219-00						
RENTS/CO COMM	2500.00				2500.00	
001-401-220-00						
CO COMMISSION ADVERTISING	130000.00		78160.63		51839.37	60.12
001-401-221-00						
CO COMMISSION TRAINING	5000.00		619.00		4381.00	12.38
001-401-222-00						
CO COMMISSION DUES & SUBS	45000.00		49741.19		-4741.19	110.53
001-401-223-00						
CO COMM PROF SERVICES	300000.00	-2553.23	303431.21		-3431.21	101.14
001-401-223-01						
PROFESSIONAL SERVICES	150000.00		86867.70		63132.30	57.91
001-401-224-00						
CO COMMISSION AUDITS	60000.00		23175.00		36825.00	38.62
001-401-226-00						
CO COMM OFFICIAL BONDS	275000.00		169966.14		105033.86	61.80
001-401-232-00						
BANK FEES/CHARGES	500.00				500.00	
001-401-237-00						
OTHER TAXES AND FEES	60000.00		36506.44		23493.56	60.84
001-401-240-00						
REFUNDS & REIMBURSEMENTS	5000.00		891.27		4108.73	17.82
001-401-458-00						
CAPITOL OUTLAY/IMPROVEMEN	25000.00		1251.00		23749.00	5.00
001-401-458-03						
GENERAL SERVICES ANNEX	1050000.00		1192408.12		-142408.12	113.56
001-401-458-05						
PS BUILDING ROOF PROJECT	100000.00		187407.00		-87407.00	187.40

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-401-458-07						
W MAIN ST PROPERTY	200000.00		193039.65		6960.35	96.51
001-401-458-08						
AIRPORT PROPERTY	420000.00		378420.28		41579.72	90.10
001-401-458-09						
E THRASHER PROPERTY	170000.00		168000.00		2000.00	98.82
001-401-459-00						
CO COMM CAP OUT EQUIPMENT	50000.00	99196.36	114787.47		-64787.47	229.57
001-401-568-01						
CLARKSBURG WATER BOARD			500000.00		-500000.00	
001-401-568-02						
EAST VIEW PSD			8500.00		-8500.00	
001-401-568-03						
CITY OF SALEM			141500.00		-141500.00	
001-401-568-04						
ENLARGED HEPZIBAH PSD			80000.00		-80000.00	
TOTALS FOR 401 COUNTY COMMISSION	5453621.00	96643.13	5881981.33		-428360.33	107.85

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Period Balances - INQUIRY

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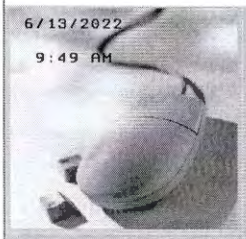

Account Number 00140110500 CO COMMISSION INSURANCE

Post Period 06 2022

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Previous

Period	Revised Budget	Expenditures	MTD Encumb.
07/2021	1350000.00	126591.64	.00
08/2021	.00	111800.66	.00
09/2021	.00	112483.60	.00
10/2021	.00	112499.02	.00
11/2021	.00	112152.97	.00
12/2021	.00	113274.26	.00
01/2022	.00	112760.98	.00
02/2022	.00	113075.98	.00
03/2022	.00	113290.39	.00
04/2022	.00	116709.66	.00
05/2022	.00	113112.41	.00
06/2022	.00	.00	.00

View Chart

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Budget Trans History | Encumbrance Trans Hist | Fiscal Balance | G/L Trans Hist | Period Balances

Fileset: I BA171S-2

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Period Balances - INQUIRY

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Account Number 00140110300 CO COMMISSION EMPLOYEES

Post Period 08 2022

Period	Revised Budget	Expenditures	MTD Encumb.
07/2021	550000.00	41175.06	.00
08/2021	.00	42377.47	.00
09/2021	.00	45080.83	.00
10/2021	.00	45698.79	.00
11/2021	.00	47361.41	.00
12/2021	.00	51887.75	.00
01/2022	.00	46400.16	.00
02/2022	.00	47754.65	.00
03/2022	.00	45526.20	.00
04/2022	.00	46365.18	.00
05/2022	.00	47250.78	.00
06/2022	.00	.00	.00

View Chart

Budget Trans History | Encumbrance Trans Hist | Fiscal Balance | G/L Trans Hist | Period Balances

Fileset: I BA171S-2

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-408-349-00						
RE/APPRAISAL PMT SERVICE	140000.00		156526.42		-16526.42	111.80
TOTALS FOR 408 STATE COMPUTER NETWK	140000.00		156526.42		-16526.42	111.80

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Period Balances - INQUIRY

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6/13/2022
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Account Number 00140834900 RE/APPRAISAL PMT SERVICE

Post Period 07 2021

Period	Revised Budget	Expenditures	MTD Encumb.
07/2021	140000.00	31200.07	.00
08/2021	.00	53.29	.00
09/2021	.00	53.10	.00
10/2021	.00	25473.92	.00
11/2021	.00	.00	.00
12/2021	.00	99483.60	.00
01/2022	.00	52.77	.00
02/2022	.00	52.77	.00
03/2022	.00	52.30	.00
04/2022	.00	52.30	.00
05/2022	.00	52.30	.00
06/2022	.00	.00	.00

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Budget Trans History | Encumbrance Trans Hist | Fiscal Balance | G/L Trans Hist | Period Balances

Fileset: I BA171S-2

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-403-101-00						
CIRCUIT CLERKS SALARY	62093.00		56918.58		5174.42	91.66
001-403-103-00						
CIR CLERK DEPUTY SALARIES	586000.00		531234.11		54765.89	90.65
001-403-104-00						
CIRCUIT CLERKS FICA	52122.00		44982.62		7139.38	86.30
001-403-106-00						
CIR CLERKS RETIREMENT	68133.00		60235.30		7897.70	88.40
001-403-108-00						
OVERTIME/CIR CLKS OFFICE	10000.00		10102.01		-102.01	101.02
001-403-109-00						
EXTRA HELP	17000.00		9992.00		7008.00	58.77
001-403-112-00						
LONGEVITY	6240.00		5600.00		640.00	89.74
001-403-212-00						
CIRCUIT CLERKS PRINTING	4000.00		3717.73		282.27	92.94
001-403-214-00						
CIRCUIT CLERKS TRAVEL	2250.00		855.23		1394.77	38.01
001-403-221-00						
CIRCUIT CLERKS TRAINING	3000.00		4254.47		-1254.47	141.81
001-403-222-00						
CIR CLERKS DUES & SUBS	300.00		300.00			100.00
001-403-341-00						
CIRCUIT CLERKS MAT & SUPP	11500.00		8132.65		3367.35	70.71
001-403-342-00						
CIR CLERKS RECORD BOOKS	1500.00		581.93		918.07	38.79
001-403-459-00						
NEW EQUIPMENT/CIR CLERK	3000.00		2136.08		863.92	71.20
TOTALS FOR 403 CIRCUIT CLERK	827138.00		739042.71		88095.29	89.34

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

Spay & Nueter grant
Courthouse Security & facilities improvement

Spay & Nueter grant

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-717-103-00						
CENTRAL GARAGE SALARIES	135500.00		99453.93		36046.07	73.39
001-717-104-00						
CENTRAL GARAGE FICA	11444.00		7318.60		4125.40	63.95
001-717-106-00						
CENTRAL GARAGE RET	14960.00		10095.29		4864.71	67.48
001-717-108-00						
OVERTIME	1500.00		1512.93		-12.93	100.86
001-717-112-00						
LONGEVITY	600.00		305.00		295.00	50.83
001-717-216-00						
CENT GARAGE M & R EQUIP	21000.00		15555.00		5445.00	74.07
001-717-217-00						
CENT GARAGE M & R AUTO	32500.00		46975.84		-14475.84	144.54
001-717-223-00						
PROFESSIONAL SERVICES	250.00				250.00	
001-717-230-00						
CENT GARAGE CONTRACTURAL	2000.00		5011.00		-3011.00	250.55
001-717-341-00						
CENT GARAGE MAT & SUPP	33000.00		19599.74		13400.26	59.39
001-717-343-00						
CENT CAR GAS OIL & TIRES	225000.00		248958.30		-23958.30	110.64
001-717-459-00						
CENT GAR CAP OUTLAY EQUIP	6000.00				6000.00	
TOTALS FOR 717 CENTRAL GARAGE	483754.00		454785.63		28968.37	94.01

Vital Services Levy

Department: Revenue - Unencumbered Additional Funds

Line Number	Line Description	Original Budget	Increase Amount	Decrease Amount	Revised Budget	Comment Notation
027-299-002	Unencumbered - Funds	$ -	$ 5,100		$ 5,100	Additional Funding
	Department Net Revision:		$ 5,100			

Department: Sr Citizens

Line Number	Line Description	Original Budget	Increase Amount	Decrease Amount	Revised Budget	Comment Notation
027-952-215-00	Sr Citizens M&R Building	$ 9,909	$ 5,100		$ 15,009	Increase in line item to bring out of Negative
	Department Net Revision:		$ 5,100			

Department: Animal Control Facility

Line Number	Line Description	Original Budget	Increase Amount	Decrease Amount	Revised Budget	Comment Notation
027-716-103-00	Salaries/ EM / AC	$ 205,000	$ 4,000		$ 209,000	Additional Funding
027-716-104-00	FICA / EM / AC	$ 15,999	$ 400		$ 16,399	Additional Funding
027-716-106-00	RETIREMENT/AC	$ 20,914	$ 400		$ 21,314	Additional Funding
027-716-112-00	LONGEVITY	$ 1,140	$ 120		$ 1,260	Additional Funding
027-716-345-00	UNIFORMS	$ 7,500		4920	$ 2,580	DECREASE FUNDING
	Department Net Revision:		$ -			

Department: Courthouse Security

Line Number	Line Description	Original Budget	Increase Amount	Decrease Amount	Revised Budget	Comment Notation
027-730-104-00	COURT SECURITY / FICA	$ 25,291	$ 2,865		$ 28,156	ADDITIONAL FUNDING
027-730-109-00	EXTRA HELP	$ 270,000	$ 14,000		$ 284,000	ADDITIONAL FUNDING
027-730-459-00	NEW EQUIPMENT	$ 23,777		$ 16,865	$ 6,912	DECREASE FUNDING

Department Net Revision: $ -

Department: Parks & Recreation

Line Number	Line Description	Original Budget	Increase Amount	Decrease Amount	Revised Budget	Comment Notation
027-900-213-00	UTILITIES	$ 25,000	$ 6,000		$ 31,000	INCREASE FUNDING
027-900-341-00	MATERIALS AND SUPPLIES	$ 30,882	$ 6,000		$ 36,882	INCREASE FUNDING
027-900-459-00	P&R NEW EQUIPMENT	$ 250,000		$ 12,000	$ 238,000	DECREASE FUNDING

Department Net Revision: $ -

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-952-215-00						
SR CITIZENS M&R BUILDING	9909.00		14992.38		-5083.38	151.30
027-952-566-00						
CONTRIBUTIONS SATELLITES	48000.00		48000.00			100.00
027-952-568-00						
SR CITIZENS CONTRIBUTIONS	177000.00		177000.00			100.00
TOTALS FOR 952 SENIOR CITIZENS	234909.00		239992.38		-5083.38	102.16

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-716-103-00 SALARIES/EMP/ANIMAL CTRL	205000.00		190072.69		14927.31	92.71
027-716-104-00 FICA/EMP/ANIMAL CONTROL	15999.00		14825.38		1173.62	92.66
027-716-105-00 INSURANCE/ANIMAL CONTROL	35000.00		17870.16		17129.84	51.05
027-716-106-00 RETIREMENT/EMP ANIMAL CTL	20914.00		19337.50		1576.50	92.46
027-716-108-00 OVERTIME	3000.00		2192.05		807.95	73.06
027-716-109-00 EXTRA HELP	3255.00		3255.00			100.00
027-716-112-00 LONGEVITY/ANIMAL CONTROL	1140.00		1145.00		-5.00	100.43
027-716-211-00 TELEPHONE	5000.00		4090.85		909.15	81.81
027-716-213-00 UTILITIES	15000.00		8407.86		6592.14	56.05
027-716-214-00 TRAVEL	5250.00		1538.09		3711.91	29.29
027-716-215-00 M & R BUILDING	4115.00				4115.00	
027-716-216-00 M & R EQUIPMENT	500.00				500.00	
027-716-220-00 ADVERTISING	500.00				500.00	
027-716-221-00 TRAINING/ANIMAL CONTROL	9000.00		2499.39		6500.61	27.77
027-716-222-00 ANIMAL CONTROL DUES	250.00				250.00	
027-716-223-00 PROFESSIONAL SERVICES	17500.00		12269.58		5230.42	70.11
027-716-230-00 CONTRACTUAL ANIMAL CONT	1630.00		830.00		800.00	50.92
027-716-341-00 MATERIALS & SUPPLIES	50000.00		15383.21		34616.79	30.76
027-716-345-00 UNIFORMS	7500.00				7500.00	
027-716-459-00 NEW EQUIPMENT	179478.00		30600.00		148878.00	17.04
TOTALS FOR 716 DOG WARDEN	580031.00		324316.76		255714.24	55.91

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-730-103-00						
COURT SECURITY SALARIES	124000.00		73989.91		50010.09	59.66
027-730-104-00						
COURT SECURITY/EMP FICA	25291.00		25652.46		-361.46	101.42
027-730-105-00						
INSURANCE	17500.00		7376.20		10123.80	42.14
027-730-106-00						
COURT SECURITY RETIREMENT	14960.00		7756.02		7203.98	51.84
027-730-108-00						
OVERTIME	6000.00		1756.35		4243.65	29.27
027-730-109-00						
EXTRA HELP	270000.00		259590.90		10409.10	96.14
027-730-112-00						
LONGEVITY	600.00		180.00		420.00	30.00
027-730-221-00						
TRAINING	1000.00				1000.00	
027-730-225-00						
SEC LAUNDRY & DRY CLEAN	4000.00		1588.45		2411.55	39.71
027-730-341-00						
MATERIALS & SUPPLIES	500.00				500.00	
027-730-345-00						
COURT SECURITY UNIFORMS	3000.00		1116.56		1883.44	37.21
027-730-459-00						
NEW EQUIPMENT	23777.00		1255.00		22522.00	5.27
TOTALS FOR 730 COURTHOUSE SECURITY	490628.00		380261.85		110366.15	77.50

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Account Number 02773010900 EXTRA HELP

Post Period 05 2022

Period	Revised Budget	Expenditures	MTD Encumb.
07/2021	175000.00	22194.45	.00
08/2021	.00	22531.80	.00
09/2021	.00	21905.10	.00
10/2021	.00	21183.45	.00
11/2021	.00	22674.75	.00
12/2021	.00	23220.90	.00
01/2022	.00	24929.10	.00
02/2022	95000.00	26280.45	.00
03/2022	.00	22879.50	.00
04/2022	.00	25162.20	.00
05/2022	.00	26629.20	.00
06/2022	.00	.00	.00

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Budget Trans History | Encumbrance Trans Hist | Fiscal Balance | G/L Trans Hist | Period Balances

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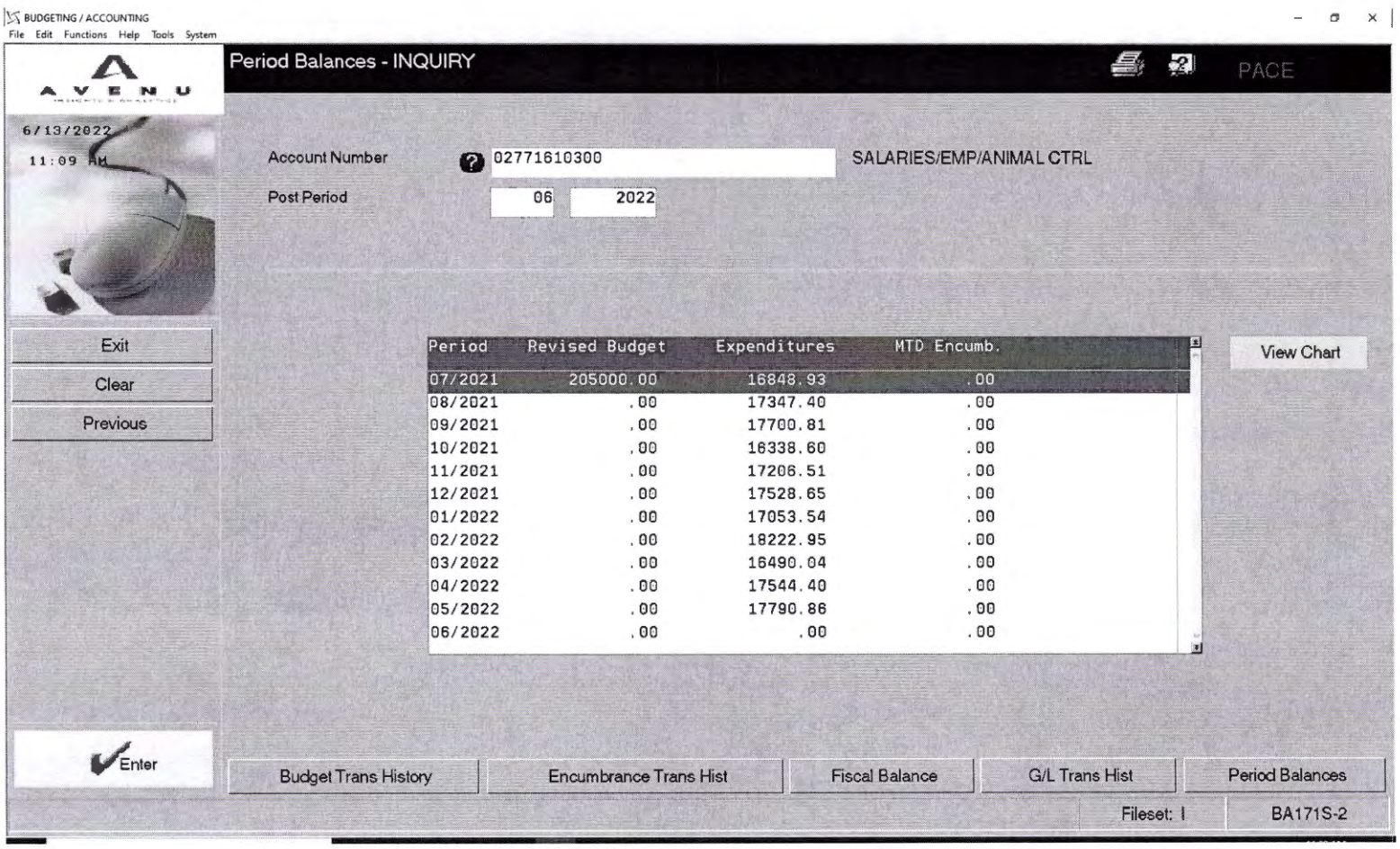
	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
027-900-103-00						
PARKS & REC SALARIES	315000.00		255816.96		59183.04	81.21
027-900-104-00						
PARKS & REC FICA	47834.00		33021.29		14812.71	69.03
027-900-105-00						
INSURANCE	45000.00		37770.16		7229.84	83.93
027-900-106-00						
PARKS & REC RETIREMEMT	32528.00		26029.83		6498.17	80.02
027-900-108-00						
OVERTIME	5000.00		962.93		4037.07	19.25
027-900-109-00						
PARKS & REC EXTRA HELP	283202.00		178453.58		104748.42	63.01
027-900-112-00						
LONGEVITY	5280.00		3710.00		1570.00	70.26
027-900-211-00						
TELEPHONE	3000.00		2207.60		792.40	73.58
027-900-212-00						
PRINTING	2500.00				2500.00	
027-900-213-00						
UTILITIES	25000.00		27862.00		-2862.00	111.44
027-900-214-00						
TRAVEL	5000.00		2366.99		2633.01	47.33
027-900-215-00						
M & R BUILDING	12500.00				12500.00	
027-900-216-00						
M & R EQUIPMENT	2500.00				2500.00	
027-900-219-00						
RENTS	84823.00		24980.00		59843.00	29.44
027-900-220-00						
ADVERTISING	3000.00		1290.00		1710.00	43.00
027-900-221-00						
TRAINING	1000.00				1000.00	
027-900-222-00						
DUES	500.00		349.00		151.00	69.80
027-900-223-00						
PROFESSIONAL SERVICES	20000.00		3774.51		16225.49	18.87
027-900-230-00						
CONTRACTUAL	2500.00				2500.00	
027-900-240-00						
REFUNDS/REIMBURSEMENTS	2500.00		165.23		2334.77	6.60
027-900-341-00						
MATERIALS & SUPPLIES	30882.00		32015.91		-1133.91	103.67
027-900-347-00						
PARKS & REC INVENTORY	1798.00		1797.31		.69	99.96
027-900-458-00						
P & R CAPITAL OUTLAY LAND	290905.00		87515.30		203389.70	30.08
027-900-459-00						
P & R NEW EQUIPMENT	250000.00		72336.73		177663.27	28.93

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
TOTALS FOR 900 PARKS & RECREATION	1472252.00		792425.33		679826.67	53.82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Post Period
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2022
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Period Revised Budget Expenditures MTD Encumb.
07/2021 205000.00 16848.93 .00
08/2021 .00 17347.40 .00
09/2021 .00 17700.81 .00
10/2021 .00 16338.60 .00
11/2021 .00 17206.51 .00
12/2021 .00 17528.65 .00
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02/2022 .00 18222.95 .00
03/2022 .00 16490.04 .00
04/2022 .00 17544.40 .00
05/2022 .00 17790.86 .00
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PACE

6/13/2022

11:09 AM



Account Number 02771610400 FICA/EMP/ANIMAL CONTROL

Post Period 06 2022

Exit

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Previous

Period	Revised Budget	Expenditures	MTD Encumb.
07/2021	15999.00	1279.91	.00
08/2021	.00	1320.06	.00
09/2021	.00	1345.32	.00
10/2021	.00	1248.75	.00
11/2021	.00	1414.26	.00
12/2021	.00	1444.47	.00
01/2022	.00	1330.17	.00
02/2022	.00	1393.24	.00
03/2022	.00	1254.66	.00
04/2022	.00	1443.48	.00
05/2022	.00	1351.06	.00
06/2022	.00	.00	.00

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Period Balances - INQUIRY

PACE

6/13/2022
11:41 AM



Account Number 02771610600 RETIREMENT/EMP ANIMAL CTL

Post Period 06 2022

Period	Revised Budget	Expenditures	MTD Encumb.
07/2021	20914.00	1698.84	.00
08/2021	.00	1751.33	.00
09/2021	.00	1784.33	.00
10/2021	.00	1658.13	.00
11/2021	.00	1745.64	.00
12/2021	.00	1766.99	.00
01/2022	.00	1714.86	.00
02/2022	.00	1846.97	.00
03/2022	.00	1665.87	.00
04/2022	.00	1912.67	.00
05/2022	.00	1791.87	.00
06/2022	.00	.00	.00

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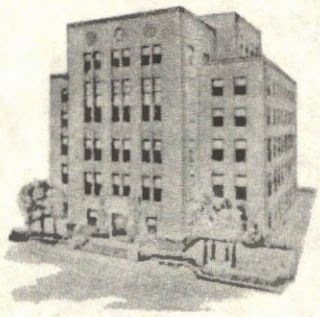


HARRISON COUNTY COURT HOUSE

Harrison County Commission

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

24

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

June 9, 2022

The Harrison County Planning Commission would like to recommend to the Harrison County Commission to reappoint William "Bill" Suan, term to start on July 1, 2022 and end on June 30, 2025.

Thank You,

Charlotte Shaffer
Harrison County Planning Director



HARRISON COUNTY COURT HOUSE

Harrison County Commission

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

25

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

June 9, 2022

The Harrison County Planning Commission would like to recommend to the Harrison County Commission to reappoint James A. Smith, term to start on July 1, 2022 and end on June 30, 2024.

Thank You,

Charlotte Shaffer
Harrison County Planning Director

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, June 1, 2022, through Tuesday, June 7, 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, June 1, 2022, the following matters were disposed of in the presence of the Clerk:

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

DIANTHA K HILTON, who was named in the last will and testament of **EMILY ELIZABETH CONNER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly exemplified copy of the last will and testament of **PATRICIA MYERS**, deceased, late a resident of BLOUNT, TENNESSEE, was admitted to record.

A duly exemplified copy of the last will and testament of **BETTY R LAMMLEIN**, deceased, late a resident of CHRISTIAN, MISSOURI, was admitted to record.

A duly certified copy of the last will and testament of **RUTH ALMA TALLMAN**, deceased, late a resident of WOOD, WEST VIRGINIA, was admitted to record.

On, Thursday, June 2, 2022, the following matters were disposed of in the presence of the Clerk:

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

SHARON KAY HUFF, who was named in the last will and testament of **BETTY JEAN HARPER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Friday, June 3, 2022, the following matters were disposed of in the presence of the Clerk:

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

MARY JANE GARRISON WATSON, who was named in the last will and testament of **MARY JOSEPHINE SPENCE**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly certified copy of the last will and testament of **HELEN RUTH WYATT**, deceased, late a resident of KANAWHA, WEST VIRGINIA, was admitted to record.

A duly exemplified copy of the last will and testament of **TIMOTHY D DAVIS**, deceased, late a resident of Marion , Indiana, was admitted to record.

On, Monday, June 6, 2022, the following matters were disposed of in the presence of the Clerk:

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

A duly certified copy of the last will and testament of **ELSIE LILIAN FRYE**, deceased, late a resident of Barbour, West Virginnia, was admitted to record.

A duly certified copy of the last will and testament of **DORA JANE HULL**, deceased, late a resident of JACKSON, WEST VIRGINIA, was admitted to record.

On, Tuesday, June 7, 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, **JASON KYLE RILEY** was appointed and qualified as ADMINISTRATOR of the estate of **TWILA ANN RILEY**, deceased. Bond was 50,900.00.

A duly certified copy of the last will and testament of **CHARLES WILLIAM STIPE**, deceased, late a resident of TAYLOR, WEST VIRGINIA, was admitted to record.

John R Spires
Clerk of the Harrison County Commission

Wednesday, June 15, 2022

Confirmed

C-1

Sun Valley Public Service District
Regular Board Meeting

Tuesday
June 14, 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 and approve final write-offs for FY 2011-2022
   B. Review and approve engagement letter for Glover Legal PLC to perform all legal services for the Phase III-A Sewer Project
   C. Review and approve settlement offers from the PSC for the water rate increase (Case No. 22-0029-PWD-19A) and sewer rate increase (Case No. 22-0030-PSD-19A)

6. Public Comments

7. Adjournment

C-2

Enlarged Hepzibah Public Service District
Regular Board Meeting

Monday
June 13, 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
   A. Update from Thrasher Engineering Regarding Water Project
5. New Business
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

C-3

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
05/01/2022 - 05/31/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	172,618.64	189,025.00	(16,406.36)	93.44%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	33.35	300.00	(266.65)	0.02%
MISCELLANEOUS/RECONNECT FEES	10,795.01	341.67	10,453.34	5.84%
QUIET DELL LEASE	500.00	566.67	(66.67)	0.27%
TAP FEES	800.00	950.00	(150.00)	0.43%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	184,747.00	191,183.33	(6,436.33)	
EXPENSES				
ACCT, BILLING, & COLLECTING	5,542.46	5,133.33	409.13	3.11%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
CHEMICALS	-	108.33	(108.33)	0.00%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	24,610.85	29,350.00	(4,739.15)	13.81%
DIRECTORS FEES	772.01	491.67	280.34	0.43%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	5,923.01	6,241.67	(318.66)	3.32%
LAB SERVICE	1,438.00	925.00	513.00	0.81%
LABOR	30,843.27	28,441.67	2,401.60	17.31%
MAINTENANCE	10,520.86	11,216.67	(695.81)	5.90%
MISCELLANEOUS EXPENSE	-	33.33	(33.33)	0.00%
OFFICE SUPPLIES & EXPENSE	-	175.00	(175.00)	0.00%
OUTSIDE SERVICES/CONTRACT LABOR	4,992.13	5,991.67	(999.54)	2.80%
POWER PURCHASED	3,003.52	3,308.33	(304.81)	1.69%
PROPERTY/LIABILITY & INJURIES INSURANCE	-	3,800.00	(3,800.00)	0.00%
REGULATORY COMMISSION	1,103.00	858.33	244.67	0.62%
RENEWAL & REPLACEMENT	3,820.82	3,975.00	(154.18)	2.14%
RENT EXPENSE	2,500.00	2,500.00	-	1.40%
TAXES	2,667.94	2,500.00	167.94	1.50%
TRANSPORTATION	4,352.81	3,491.67	861.14	2.44%
UTILITIES	1,080.49	925.00	155.49	0.61%
WATER PURCHASED	75,020.73	80,825.00	(5,804.27)	42.10%
TOTAL EXPENSES	178,191.90	190,291.67	(12,099.77)	
NET SURPLUS (DEFICIT)	6,555.10	891.67	5,663.43	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
05/01/2022 - 05/31/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	209,563.43	210,008.33	(444.90)	86.01%
FACILITIES CHARGE	2,500.00	2,500.00	-	1.03%
INTEREST INCOME	72.39	833.33	(760.94)	0.03%
MISCELLANEOUS/RECONNECT FEES	-	-	-	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	3,200.00	1,741.67	1,458.33	1.31%
UNUSUAL CHARGE	28,305.38	15,991.67	12,313.71	11.62%
TOTAL INCOME	243,641.20	231,075.00	12,566.20	
EXPENSES				
ACCT, BILLING, & COLLECTING	1,188.17	1,058.33	129.84	0.62%
BRIDGEPORT SANITARY BOARD	7,629.60	8,783.33	(1,153.73)	3.97%
CHEMICALS	-	1,325.00	(1,325.00)	0.00%
CLARKSBURG SANITARY BOARD	1,638.80	2,025.00	(386.20)	0.85%
DEBT SERVICE	92,773.73	92,519.58	254.15	48.26%
DIRECTORS FEES	627.99	283.33	344.66	0.33%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	4,818.01	4,600.00	218.01	2.51%
LAB SERVICE	800.00	1,000.00	(200.00)	0.42%
LABOR	15,265.94	18,825.00	(3,559.06)	7.94%
MAINTENANCE	22,662.21	20,966.67	1,695.54	11.79%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	1,828.03	991.67	836.36	0.95%
OUTSIDE SERVICES/CONTRACT LABOR	16,704.48	23,766.67	(7,062.19)	8.69%
POWER PURCHASED	13,378.32	20,083.33	(6,705.01)	6.96%
PROPERTY/LIABILITY & INJURIES INSURANCE	-	1,758.33	(1,758.33)	0.00%
REGULATORY COMMISSION	75.00	608.33	(533.33)	0.04%
RENEWAL & REPLACEMENT	7,000.00	17,258.33	(10,258.33)	3.64%
RENT EXPENSE	-	-	-	0.00%
TAXES	728.48	1,716.67	(988.19)	0.38%
TRANSPORTATION	3,725.73	1,983.33	1,742.40	1.94%
UTILITIES	1,407.39	516.67	890.72	0.73%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	192,251.88	220,069.58	(27,817.70)	
NET SURPLUS (DEFICIT)	51,389.32	11,005.42	40,383.90	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
05/01/2022 - 05/31/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	382,182.07	399,033.33	(16,851.26)	89.21%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.58%
INTEREST INCOME	105.74	1,133.33	(1,027.59)	0.02%
MISCELLANEOUS/RECONNECT FEES	10,795.01	341.67	10,453.34	2.52%
QUIET DELL LEASE	500.00	566.67	(66.67)	0.12%
TAP FEES	4,000.00	2,691.67	1,308.33	0.93%
UNUSUAL CHARGE	28,305.38	15,991.67	12,313.71	6.61%
TOTAL INCOME	428,388.20	422,258.33	6,129.87	
EXPENSES				
ACCT, BILLING, & COLLECTING	6,730.63	6,191.67	538.96	1.82%
BRIDGEPORT SANITARY BOARD	7,629.60	8,783.33	(1,153.73)	2.06%
CHEMICALS	-	1,433.33	(1,433.33)	0.00%
CLARKSBURG SANITARY BOARD	1,638.80	2,025.00	(386.20)	0.44%
DEBT SERVICE	117,384.58	121,869.58	(4,485.00)	31.69%
DIRECTORS FEES	1,400.00	775.00	625.00	0.38%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	10,741.02	10,841.67	(100.65)	2.90%
LAB SERVICE	2,238.00	1,925.00	313.00	0.60%
LABOR	46,109.21	47,266.67	(1,157.46)	12.45%
MAINTENANCE	33,183.07	32,183.33	999.74	8.96%
MISCELLANEOUS EXPENSE	-	33.33	(33.33)	0.00%
OFFICE SUPPLIES & EXPENSE	1,828.03	1,166.67	661.36	0.49%
OUTSIDE SERVICES/CONTRACT LABOR	21,696.61	29,758.33	(8,061.72)	5.86%
POWER PURCHASED	16,381.84	23,391.67	(7,009.83)	4.42%
PROPERTY/LIABILITY & INJURIES INSURANCE	-	5,558.33	(5,558.33)	0.00%
REGULATORY COMMISSION	1,178.00	1,466.67	(288.67)	0.32%
RENEWAL & REPLACEMENT	10,820.82	21,233.33	(10,412.51)	2.92%
RENT EXPENSE	2,500.00	2,500.00	-	0.67%
TAXES	3,396.42	4,216.67	(820.25)	0.92%
TRANSPORTATION	8,078.54	5,475.00	2,603.54	2.18%
UTILITIES	2,487.88	1,441.67	1,046.21	0.67%
WATER PURCHASED	75,020.73	80,825.00	(5,804.27)	20.25%
TOTAL EXPENSES	370,443.78	410,361.25	(39,917.47)	
NET SURPLUS (DEFICIT)	57,944.42	11,897.08	46,047.34	

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2021 - 05/31/22

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	1,970,756.22	2,079,275.00	(108,518.78)	96.82%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	370.18	3,300.00	(2,929.82)	0.02%
MISCELLANEOUS/RECONNECT FEES	53,199.07	3,758.33	49,440.74	2.61%
QUIET DELL LEASE	5,500.00	6,233.33	(733.33)	0.27%
TAP FEES	5,700.00	10,450.00	(4,750.00)	0.28%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	2,035,525.47	2,103,016.67	(67,491.20)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	61,045.67	56,466.67	4,579.00	3.09%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
CHEMICALS	1,780.00	1,191.67	588.33	0.09%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	270,719.35	322,850.00	(52,130.65)	13.69%
DIRECTORS FEES	6,315.24	5,408.33	906.91	0.32%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	66,490.93	68,658.33	(2,167.40)	3.36%
LAB SERVICE	10,037.81	10,175.00	(137.19)	0.51%
LABOR	338,015.20	312,858.33	25,156.87	17.10%
MAINTENANCE	137,655.23	123,383.33	14,271.90	6.96%
MISCELLANEOUS EXPENSE	4,732.65	366.67	4,365.98	0.24%
OFFICE SUPPLIES & EXPENSE	1,728.17	1,925.00	(196.83)	0.09%
OUTSIDE SERVICES/CONTRACT LABOR	60,345.86	65,908.33	(5,562.47)	3.05%
POWER PURCHASED	43,425.28	36,391.67	7,033.61	2.20%
PROPERTY/LIABILITY & INJURIES INSURANCE	20,597.87	41,800.00	(21,202.13)	1.04%
REGULATORY COMMISSION	10,505.34	9,441.67	1,063.67	0.53%
RENEWAL & REPLACEMENT	11,384.82	43,725.00	(32,340.18)	0.58%
RENT EXPENSE	27,500.00	27,500.00	-	1.39%
TAXES	29,238.32	27,500.00	1,738.32	1.48%
TRANSPORTATION	44,134.33	38,408.33	5,726.00	2.23%
UTILITIES	9,600.60	10,175.00	(574.40)	0.49%
WATER PURCHASED	821,831.17	889,075.00	(67,243.83)	41.57%
TOTAL EXPENSES	1,977,083.84	2,093,208.33	(116,124.49)	100.00%
NET SURPLUS (DEFICIT)	58,441.63	9,808.33	48,633.30	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2021 -05/31/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	2,211,807.79	2,310,091.67	(98,283.88)	88.10%
FACILITIES CHARGE	27,500.00	27,500.00	-	1.10%
INTEREST INCOME	722.12	9,166.67	(8,444.55)	0.03%
MISCELLANEOUS/RECONNECT FEES	-	-	-	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	22,750.00	19,158.33	3,591.67	0.91%
UNUSUAL CHARGE	247,714.15	175,908.33	71,805.82	9.87%
TOTAL INCOME	2,510,494.06	2,541,825.00	(31,330.94)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	12,165.28	11,641.67	523.61	0.58%
BRIDGEPORT SANITARY BOARD	76,106.91	96,616.67	(20,509.76)	3.60%
CHEMICALS	7,893.76	14,575.00	(6,681.24)	0.37%
CLARKSBURG SANITARY BOARD	25,005.30	22,275.00	2,730.30	1.18%
DEBT SERVICE	927,460.57	1,017,715.42	(90,254.85)	43.90%
DIRECTORS FEES	4,834.76	3,116.67	1,718.09	0.23%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	51,087.98	50,600.00	487.98	2.42%
LAB SERVICE	4,997.21	11,000.00	(6,002.79)	0.24%
LABOR	188,405.24	207,075.00	(18,669.76)	8.92%
MAINTENANCE	184,051.91	230,633.33	(46,581.42)	8.71%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	16,056.48	10,908.33	5,148.15	0.76%
OUTSIDE SERVICES/CONTRACT LABOR	191,510.19	261,433.33	(69,923.14)	9.06%
POWER PURCHASED	137,358.00	220,916.67	(83,558.67)	6.50%
PROPERTY/LIABILITY & INJURIES INSURANCE	15,089.88	19,341.67	(4,251.79)	0.71%
REGULATORY COMMISSION	10,622.96	6,691.67	3,931.29	0.50%
RENEWAL & REPLACEMENT	204,890.95	189,841.67	15,049.28	9.70%
RENT EXPENSE	-	-	-	0.00%
TAXES	9,686.46	18,883.33	(9,196.87)	0.46%
TRANSPORTATION	32,474.57	21,816.67	10,657.90	1.54%
UTILITIES	13,016.00	5,683.33	7,332.67	0.62%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	2,112,714.41	2,420,765.42	(308,051.01)	100.00%
NET SURPLUS (DEFICIT)	397,779.65	121,059.58	276,720.07	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
07/01/2021 -05/31/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	4,182,564.01	4,389,366.67	(206,802.66)	92.00%
FACILITIES CHARGE	27,500.00	27,500.00	-	0.60%
INTEREST INCOME	1,092.30	12,466.67	(11,374.37)	0.02%
MISCELLANEOUS/RECONNECT FEES	53,199.07	3,758.33	49,440.74	1.17%
QUIET DELL LEASE	5,500.00	6,233.33	(733.33)	0.12%
TAP FEES	28,450.00	29,608.33	(1,158.33)	0.63%
UNUSUAL CHARGE	247,714.15	175,908.33	71,805.82	5.45%
TOTAL INCOME	4,546,019.53	4,644,841.67	(98,822.14)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	73,210.95	68,108.33	5,102.62	1.79%
BRIDGEPORT SANITARY BOARD	76,106.91	96,616.67	(20,509.76)	1.86%
CHEMICALS	9,673.76	15,766.67	(6,092.91)	0.24%
CLARKSBURG SANITARY BOARD	25,005.30	22,275.00	2,730.30	0.61%
DEBT SERVICE	1,198,179.92	1,340,565.42	(142,385.50)	29.30%
DIRECTORS FEES	11,150.00	8,525.00	2,625.00	0.27%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	117,578.91	119,258.33	(1,679.42)	2.87%
LAB SERVICE	15,035.02	21,175.00	(6,139.98)	0.37%
LABOR	526,420.44	519,933.33	6,487.11	12.87%
MAINTENANCE	321,707.14	354,016.67	(32,309.53)	7.87%
MISCELLANEOUS EXPENSE	4,732.65	366.67	4,365.98	0.12%
OFFICE SUPPLIES & EXPENSE	17,784.65	12,833.33	4,951.32	0.43%
OUTSIDE SERVICES/CONTRACT LABOR	251,856.05	327,341.67	(75,485.62)	6.16%
POWER PURCHASED	180,783.28	257,308.33	(76,525.05)	4.42%
PROPERTY/LIABILITY & INJURIES INSURANCE	35,687.75	61,141.67	(25,453.92)	0.87%
REGULATORY COMMISSION	21,128.30	16,133.33	4,994.97	0.52%
RENEWAL & REPLACEMENT	216,275.77	233,566.67	(17,290.90)	5.29%
RENT EXPENSE	27,500.00	27,500.00	-	0.67%
TAXES	38,924.78	46,383.33	(7,458.55)	0.95%
TRANSPORTATION	76,608.90	60,225.00	16,383.90	1.87%
UTILITIES	22,616.60	15,858.33	6,758.27	0.55%
WATER PURCHASED	821,831.17	889,075.00	(67,243.83)	20.09%
TOTAL EXPENSES	4,089,798.25	4,513,973.75	(424,175.50)	100.00%
NET SURPLUS (DEFICIT)	456,221.28	130,867.92	325,353.36	

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

OPERATING ACTIVITIES		
Net Income (Loss)	$	6,555.10
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Receivable	$	(591.28)
Accounts Payable	$	1,850.91
Customer Deposits	$	1,580.58
Due (From) To Sewer Fund	$	(10,520.03)
Net cash provided by Operating Activities	$	(1,124.72)
INVESTING ACTIVITIES		
Fixed Assets Projects	$	(158,837.90)
	$	-
Net cash provided by Investing Activities	$	(158,837.90)
FINANCING ACTIVITIES		
5.5 Agreement	$	-
Grants	$	170,577.65
Net cash provided by Financing Activities	$	170,577.65
Net cash increase (decrease)for period	$	10,615.03
Cash at beginning of period	$	1,067,245.62
Cash at end of period	**$**	**1,077,860.65**
Unrestricted Cash	$	611,468.41
Restricted Cash		
Depreciation Reserve	$	336,453.15
Bond Commission Sweep	$	26,503.00
Construction Stevens Run	$	45.00
SB 234	$	35,000.00
Customer Deposits	$	68,391.09
Total Restricted Cash	$	466,392.24
Total Unrestricted & Restricted Cash	**$**	**1,077,860.65**
	$	-

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

OPERATING ACTIVITIES		
Net Income (Loss)	$	51,389.32
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Payable	$	20,499.78
Customer Deposits	$	7,217.51
Payroll Liabilities	$	625.67
Due (From) To Water Fund	$	10,520.03
Net cash provided by Operating Activities	$	90,252.31
INVESTING ACTIVITIES		
1450 · WORK IN PROGRESS:Row's & Land	$	-
Fixed Assets Project	$	(354,915.68)
Net cash provided by Investing Activities	$	(354,915.68)
FINANCING ACTIVITIES		
	$	-
5.5 Agreement	$	-
Draw on Bond & Grants	$	354,130.21
Net cash provided by Financing Activities	$	354,130.21
Net cash increase (decrease) for period	$	89,466.84
Cash at beginning of period	$	2,092,144.53
Cash at end of period	**$**	**2,181,611.37**
Unrestricted Cash	$	1,039,634.80
Restricted Cash		
Construction Account	$	1,687.14
Depreciation Reserve	$	921,083.15
Rural Development Reserve	$	25,280.66
Bond Commission Sweep	$	52,763.10
SB 234	$	35,000.00
Customer Deposits	$	106,162.52
Total Restricted Cash	$	1,141,976.57
Total Unrestricted & Restricted Cash	**$**	**2,181,611.37**
	$	-

Thank You!



On behalf of the Hotsinpiller Family and the Derek Hotsinpiller Fallen Stars 5K (DHFS5K) Race Committee, we would like to extend our profound THANKS to you, our sponsors, for making our 12TH Annual event such a success! Your generous donation and support of our cause allows us the ability to continue awarding Law Enforcement related scholarships year after year. Honoring DUSM Derek Hotsinpiller has been our personal driving force and we are forever grateful to you for assisting us in celebrating and commemorating his service, commitment, and sacrifice to our community and beyond. None of this would be possible without your like-mindedness.

Thank you for Backing the Blue!
The DHFS5K Race Committee

Scan HERE

A Special Message For You

DEREK HOTSINPILLER FALLEN STARS
5K
MEMORIAL 5K RACE

EXTENSION
FAMILY AND COMMUNITY DEVELOPMENT

Homespun News

Harrison County

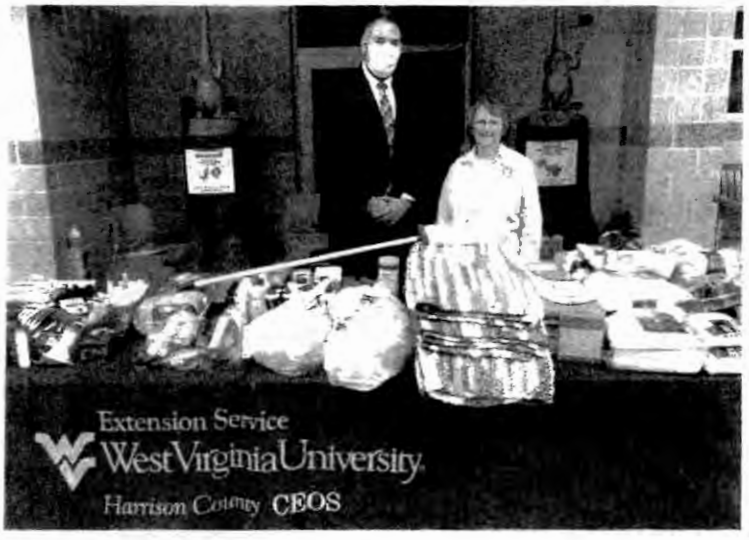
Family & Community Development Newsletter

July
August
2022

Inside this issue:

Important Events	1
Featured Project, CVH Reminder, Christmas in July Workshop, Executive Board Meeting	2
Mark Your Calendar, Basket Workshop, Scarves for VA Hospital Workshop	3
Cultural Arts Show Award Winners	4
Reservation Forms	5
Healthy Lunches	6
Homespun Humor, Contact Information	7

CEOS Donates to VA Hospital



Thanks to the generosity of the Harrison County CEOS members, more than $4,000 in personal hygiene and entertainment items, along with snack items for the Brown Bags for Veterans, were collected at our annual VA collection day. VA voluntary services representative Chris Jurick and County President Carolyn Romine show off the collection.

County Council and Picnic

6 p.m., July 11 at the 4-H Center

Join us for an evening of fun, family, friends, and fellowship at the picnic. Don't forget your cleaning supplies and non-perishable food items for local charitable organizations. Each club president or designee should RSVP the Extension Office by June 30 indicating the number of members and guests attending. The menu will include chicken, salads, baked beans, rolls, desserts, and drinks.

If anyone knows of a possible entertainment option, please contact the Extension Office

Saying Goodbye to Our Agent

Ric Rodgriguez left Extension in June to return to his passion of working with students in the special education classroom.

"I have truly enjoyed my time working as an Extension Agent and working with CEOS to better the community we live in. I am continuously impressed by the projects, activities, and ideas of the hardworking individuals in CEOS. I will forever be grateful for the generosity and welcoming I received upon starting a new position in a new state. It has been a pleasure serving the community as an Extension Agent, and I will take all I learned in my future endeavors."

Farewell and Good Luck

Featured Project

Collecting cleaning supplies



Continuing a long-time tradition, the CEOS will be collecting cleaning supplies, everything from household cleaning fluids and sprays to brooms, mops, and buckets, at the annual July picnic. These supplies will be distributed to local charitable organizations. A table will be set up in front of the 4-H Center prior to the picnic to allow for those attending the event to drop off the cleaning supplies.

Christmas in July Workshop

We're putting out a call to every club to join us at the 4-H Center on Friday, July 22 for a Christmas in July workshop. The CEOS Christmas Tree is in desperate need of some new ornaments, and we are asking a member of each club to come create an ornament that will represent their club on the tree being displayed at the Harrison County Courthouse. We will also be crafting other new ornaments to replace those which have seen better days. This is a free workshop, and all materials will be provided. The Marketing and Membership Committee will be leading the workshop. An example of the new club ornaments can be seen below.



Celebrate Volunteer Hours

The world is hugged by the faithful arms of volunteers



—Terri Guillemets

The Celebrate Volunteer Hours program recognizes volunteer hours. These hours can be counted as an individual, club or county. CVH hours must be submitted by August 1. Please use the salmon-color form, which was included in the reorganization papers distributed to your club presidents in May.

Mail to:

John Wickline
WVU Extension Office, Harrison County
1117 Good Hope Pike
Clarksburg, WV 26301

Thank you for all that you do.

Sincerely,

John Wickline

Program Assistant



The programs and activities offered by the WVU Extension Service are available to all persons without regard to race, color, sex, disability, religion, age, veteran status, political beliefs, sexual orientation, national origin, and marital or family status. When registering for these programs, please designate special access or dietary needs three weeks prior. The information given herein is supplied with the understanding that no discrimination is intended and no endorsement by the Cooperative Extension Service is implied.

Please Note: Workshops, events, and dates may be added or changed to this schedule.



July

11 County Council & Picnic
Collect cleaning supplies
22 Christmas in July Workshop
25-27 NVON Conference, Evansville, IN

August

1 CVH Forms Due
5 Basket Workshop
5 Short Stories Contest Entries Due
5 Poetry Contest Entries Due
29 Executive Board Meeting

September

1 Reorganization Forms Due to Extension Office
9 Scarf Workshop
12 County Council Meeting

October

4-6 WVCEOS Fall Conference, *WVU Jackson's Mill*
14 Goal & Report Writing Workshop
21 Bouquet In A Cup Workshop
24 Executive Board Meeting
30 CEOS of the Year Forms Due

November

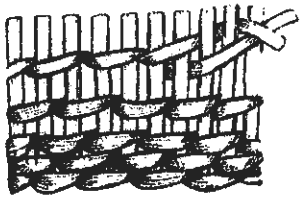
4 Basket Makeup Workshop
7 County Council Meeting
18 Demonstration/Achievement Day

Scarf Workshop Sept. 9

This workshop has proven to be a huge hit, both with those members who have created a scarf and with the veterans who have received them. We will again be making scarves that will be distributed to the veterans at the VA hospital and the Veterans nursing home this winter. Join us at 9:30 a.m., Friday, Sept. 9 at the 4-H Center to help us fulfill the need for scarves. Bring your knitting needles, crochet hooks, or whatever you use to create a scarf. All yarn will be provided. There is no cost to attend the event. Can't make it Sept. 9? We will have yarn at the Extension Office for you to create the scarf at home. The items will be taken to the VA in November. Please note the change in dates for this event.



Basket Workshop Returns Aug. 5



Delores Stutler and Sharon Godwin will be leading a basket-making workshop on Friday, Aug. 5 at the 4-H Center. The cost of the kit will be $25. The deadline to register is Aug. 2. Bring a tub or bucket for soaking your reeds and your basket-making tools. Some tools will be available to purchase at the workshop. Pack a lunch or bring a snack.

Cultural Arts Show Winners

Best of Show: Okey Edgell *People's Choice: Susan Brown*

Cultural Arts Show winners are invited to demonstrate their award-winning talents at Demonstration Day

Quilts

Machine-pieced/hand-quilted
1st — Sue Cox

Machine-pieced/machine-quilted
1st — Okey Edgell
2nd — Elwanda Dennison

Hand-pieced/machine quilted
1st — Nancy Lowe

Pre-printed
1st — Carolyn Romine
2nd — Carolyn Romine

Applique
1st — Carolyn Romine

Baby/Ronald McDonald
1st — Susan Brown
2nd — Carolyn Romine
3rd — Carolyn Romine

Wall Hangings
1st — Susan Brown
2nd —Susan Brown
3rd — Okey Edgell

Handcrafted Toys
1st — Eva DeWitt

Dolls
1st — Susan Brown

Hand Stitchery
(needlepoint, cross-stitch, embroidery, crewel)
1st — Rena Lawrence
2nd — Deloris Wilson

Fiber Arts
(knitting, spinning, weaving, macramé, crocheting)
1st — JoAnn James
2nd — Eva DeWitt
3rd — Pat Rummel

Paper Crafts
1st — Cynthia Wotasek
2nd — Cynthia Wotasek
3rd — Cynthia Wotasek

Holiday Crafts
1st — Linda Cross
2nd — Linda Cross
3rd — Linda Cross

Paintings
1st — Cynthia Wotasek

Adult Coloring
1st — Linda Hoy
2nd — Linda Hoy
3rd — Barbara Leatherman

Floral Arrangements
1st — Carolyn Romine
2nd — Carolyn Romine

Recycled Items
1st — Eva DeWitt
2nd — Carolyn Romine

Professional
(Category for those who sell, teach workshops in a particular category)
1st — Linda Cross
2nd — Linda Cross
3rd — Linda Cross

Miscellaneous
1st — Okey Edgell
2nd — Arlene Edgell

A big "Thank You" goes out to WVU Doddridge County Extension Office for providing judges for our Cultural Arts Show.

Scarf Workshop

9:30 a.m., Friday, September 9 at the 4-H Center

All materials will be provided. Bring your knitting needles or crochet hooks.

Scarf Workshop

NAME _____ CLUB/GUEST _____

ADDRESS _____ PHONE _____

Mail to : WVU/Harrison County Extension Service
John Wickline, Program Assistant
1117 Good Hope Pike, Clarksburg, WV 26301

Deadline: Sept. 1, 2022
304-624-8650

Basket Workshop

9:30 a.m., Friday, August 5 at the 4-H Center

See the description of needed items on page 3. The cost is $25. Register by August 1.

Basket Workshop

NAME _____ CLUB/GUEST _____

ADDRESS _____ PHONE _____

Mail to : WVU/Harrison County Extension Service
John Wickline, Program Assistant
1117 Good Hope Pike, Clarksburg, WV 26301

Cost: $25
Deadline: August 2, 2022
Checks payable to HC CEOS

Christmas in July Workshop

9:30 a.m., Friday, July 22 at the 4-H Center

Help us create new ornaments for the CEOS Christmas Tree which is on display at the Harrison County Courthouse during the holiday season.

Christmas in July Workshop

NAME _____ CLUB/GUEST _____

ADDRESS _____ PHONE _____

Mail to : WVU/Harrison County Extension Service
John Wickline, Program Assistant
1117 Good Hope Pike, Clarksburg, WV 26301

Deadline: July 12, 2022
304-624-8650

County Council & Picnic

6 p.m., Monday, July 11 at the 4-H Center

The entertainment will be announced on the HC CEOS Facebook page. See page 1 for additional details.

County Council & Picnic

NAME _____ No. of Guests _____

ADDRESS _____ PHONE _____

Mail to : WVU/Harrison County Extension Service
John Wickline/Program Assistant
1117 Good Hope Pike, Clarksburg, WV 26301

Deadline: June 30, 2022
304-624-8650

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1117 Good Hope Pike, Clarksburg, WV 26301

Deadline: June 30, 2022
304-624-8650

HEALTHY LUNCHES

A lunch box meal can be a delicious and nutritious alternative to the traditional school lunch. Packed lunch doesn't hav :o be pre-packaged and expensive. With a few creative ideas and simple tips, it is easy to make a healthy packed lunch.

Aim to include four of the five food groups in the lunch box. Choosing fresh foods with minimal processing is the key :o keeping levels of sodium, fat, and added sugars low. Consider the differences in calories and fat in the following neals:

Traditional Lunch Box Meal	Healthy Lunch Box Meal
Bologna & cheese sandwich	Turkey wrap w/ low fat cheese, lettuce & tomato
Potato chips	Baby carrots w/ low fat ranch dip
Pudding pack	Fresh apple slices
Fruit leather roll	Water
Juice drink box	*Calories: 497*
Calories: 838	*Total Fat: 21 grams*
Total Fat: 39 grams	*Saturated Fat: 6 grams*
Saturated Fat: 17 grams	*Total Carbohydrate: 53 grams*
Total Carbohydrate: 101 grams	*Protein: 21 grams*
Protein: 19 grams	*Sodium: 1372 milligrams*
Sodium: 1531 milligrams	



Keep the following foods on hand to ensure lunch is interesting and varied:

- Canned, light tuna
- Peanut butter
- Hummus
- Whole grain crackers and bread
- Salsa and baked tortilla chips
- Raw vegetables-such as carrots, cucumbers, peppers and celery cut into slices
- Variety of fresh and canned fruit (packed in juice or water)
- Low fat yogurt
- 100% fruit and vegetable juice
- Low fat string cheese and low fat cottage cheese
- Boiled eggs
- Nuts such as almonds, cashews and walnuts
- Variety of seeds such as pumpkin and sunflower
- Granola bars
- Low fat or skim milk

To prevent sandwich boredom, try alternatives such as wraps, meat and cheese roll-ups. and crackers with cheese, me or peanut butter. Salads topped with grilled chicken or canned tuna and peanut butter and fruit combinations such as apple or banana are also a great alternative to lunch meat sandwiches. Try topping a whole grain bagel with chicken, tuna, or egg salad. When choosing these foods, go light on the mayonnaise and make sure it's a low fat version. Don' forget to keep food safety in mind! Use an insulated lunch bag and include an ice pack to keep foods cold. Foods suc as soup can be placed in a thermos to keep them hot.

— Amy Gannon, MS, RD, LD, WVU Extension Family Nutrition Program Speci

The West Virginia Family Nutrition Program (FNP) is a statewide outreach program that focuses on nutrition, food and physical activity :hrough multiple projects, community-based initiatives and key partnerships. FNP prioritizes accountability and documents its impact on re ed behaviors of West Virginia's limited resource families. As a visible and critical part of West Virginia University and WVU Extension Servic FNP maintains a strong research base and uses an experiential, facilitative approach to delivering information to the people of West Virgin

Homespun Humor

"Advice from an old hillbilly"



- *Your fences need to be horse-high, pig-tight, and bull-strong*
- *Life is simpler when you plow around the stump*
- *A bumble bee is considerably faster than a John Deere tractor*
- *Words that soak into your ears are whispered, not yelled*
- *The best sermons are lived, not preached*
- *If you don't take time to do it right, you'll find time to do it twice*
- *Don't corner something that is meaner than you*
- *You cannot unsay a cruel word*
- *Every path has a few puddles*
- *Don't be banging your shins on a stool that's not in the way*
- *Most of the stuff people worry about ain't never gonna happen anyway*
- *Don't judge folks by their relatives*
- *Silence is sometimes the best answer*
- *If you find yourself in a hole, the first thing to do is stop diggin'*
- *Timing has a lot to do with the outcome of a rain dance*
- *Sometimes you get, sometimes you get got*
- *Always drink upstream from the herd*
- *Good judgment comes from experience, and most of that comes from bad judgment*
- *If you get to thinkin' you're a person of influence, try orderin' somebody else's dog around*
- *Most times, it just gets down to common sense*

— courtesy of Homesteading Today

WVU Extension Harrison County
1117 Good Hope Pike
Clarksburg, WV 26301
Phone 304-624-8650
Fax 304-624-0017
E-mail:
John.wickline@mail.wvu.edu
http://harrison.ext.wvu.edu

"Every day may not be good, but every day has some good in it."

www.wvu.edu

2022 Harrison County CEOS Officers

President	**Carolyn Romine** Friendly Neighbors CEOS
Vice President	**Deloris Wilson** Stonewood CEOS
Secretary	**Patricia Rummel** Shinn's Run CEOS
Treasurer	**Joann Giovanetti** Coburn's Creek CEOS
Board Advisor	**Connie Wolfinger** Sycamore CEOS