Wednesday June 29, 2022

10:00 A.M.

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

Join Zoom Meeting

****

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

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

Meeting ID: 762 816 0712

Passcode: 270967

Appointments:

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

10:05 A.M. --- Funding Request --- John Paul Nardelli --- Healthy Harrison

10:20 A.M. --- Hearing Delinquent & Unprogressed Estates

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A. Kennard Mc Henry --- Retirement --- Effective 07-01-2022 --- Law Enforcement**
   - **B. New Hires --- Summer Program --- Parks & Rec --- See Exhibit B**
4. **Minutes and /or Amended Minutes of Previous Meeting:**
   - **A. Regular Meeting Minutes 06-08-2022**
   - **B. Regular Meeting Minutes 06-15-2022**
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 (NONE)**
8. **Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed**

from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission:

A. Requisition Number: #68 --- Rycon Construction $717,891.46

9. Review – Discuss - Consider Permission to Travel --- Chris Cutright --- Association of Public Safety Communications Officials Conference August 4-12, 2022 --- 911
10. Review - Discuss – Consider Creating a RFP for an Engineering & Architectural Firm for the Elevators
11. Review – Discuss – Consider WV Department of Transportation, Division of Highways, Agreement Harrison Regional Industrial Park Industrial Access Road Harrison County
12. Review-Discuss-Consider Request from Grants Department to Destroy (Shred) Grant Related Documents That Are Past Their Retention Requirement Dates.
13. Review – Discuss - Consider Budget Revision to Current 2021-2022 for Prosecuting Attorney's Office:

    From:

    405-214 Travel $1,400.

    To:

    405-223 Professional Services $1,250.
    405-341 Materials & Supplies 150.
    $1,400.
14. Review – Discuss – Consider Budget Revisions --- General County
15. Review – Discuss – Consider Budget Revisions from Sheriff
16. Review – Discuss – Consider RFP for New Animal Control Facility
17. Review – Discuss - Consider RFP for Farm Facility, Property Use and Disposition Feasibility Study
18. Administrator's Report
19. Commissioner Comments – Questions

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

A. Weekly Fiduciary Report from the County Clerk
   1. 06-08-2022 through 06-14-2022
   2. 06-15-2022 through 06-21-2022
B. Monthly Fiduciary Commission Settlements: (NONE)
C. Monthly Minutes/Financial Information from Various Boards, Committees and Public Service Districts:
   1. Enlarged Hepzibah PSD --- Agenda 06-13-2022
   2. Enlarged Hepzibah PSD --- Meeting Minutes 05-09-2022
   3. Enlarged Hepzibah PSD --- Financials 05-31-2022
   4. Sun Valley PSD --- Meeting Minutes 05-10-2022
   5. Sun Valley PSD --- Financials 4-30-2022
   6. Sun Valley PSD --- Financials 05-31-2022
   7. East View PSD --- Meeting Minutes 06-14-2022
   8. Greater Harrison County PSD --- Meeting Minutes 05-18-2022

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)

10:05 AM

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

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

Date of Request: 6/8/2022

Organization Name: Healthy Harrison

Name & Title of Requestor: John Paul Nardelli, Executive Director

Mailing Address of Organization and Responsible Person:
2317 Gould Ave. Clarksburg WV 26301
If approved, this is where the check will be sent

Telephone: 304.641.8711 Fax: _____ E-mail: john.nardelli@wvumedicine.org

FEIN# 81-1575812 Is your organization an IRS 501(c) 3 not-for-profit? yes
If yes, attach IRS Status Letter
If no, please explain:

TOTAL Cost of Project/Activity: $ 250,000

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

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

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

Purpose of request (one sentence): Community Wellness Programing

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

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

We will be launching our 2nd Community Challenge for Harrison County Residents in August of 2022. As part of our programming, we offer incentives for people to get engaged in activities their personal health and well being. We are requesting financial support to enhance our incentive offerings and prizes for these programs.

Are your financial statements audited by an outside accounting firm? ○ Y ⊗ N
If Yes, by whom:

Do you plan to recognize the Harrison County Commission's contribution? If Yes, how? Yes, on social media via the Healthy Harrison Facebook page.

HARRISON COUNTY COMMISSION **SPECIAL FUNDING REQUEST**

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

Please attach to this Request the following:

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

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

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

Signature and Title of Applicant _____ **Date** 6/8/2022

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: _____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

_____

Approval Signature Date

Name of Organization/Applicant

FINAL REPORT OF THE SPECIAL FUNDING REQUEST

AMOUNT RECEIVED FROM THE HARRISON COUNTY COMMISSION: $

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

	$
	$
	$
	$

NAME OF PROJECT/EVENT: _____

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

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

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

	$
	$
	$
	$
TOTAL	$

I CERTIFY THAT THE ABOVE INFORAMTION IS CORRECT

Applicant _____ Date _____

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 05 2017

HEALTHY HARRISON INCORPORATED
227 MEDICAL PARK DR
BRIDGEPORT, WV 26330-0000

Employer Identification Number:
81-1575812
DLN:
26053579001887
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
January 19, 2016
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

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

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

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

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

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

Balance Sheet
Healthy Harrison
3/31/2022

Cash		116,671.73
A/R		-
Equipment	-	
Depreciation	-	
		-
Net Assets		116,671.73
A/P		25,946.36
Other Accrued Liabilities		-
Total Liabilities		25,946.36
Fund Balance		90,725.37 *
Total Liabilities & Fund Balance		116,671.73

* includes prior year retained earnings of -$17,185.08 (2017), -$119.20 (Jan-Jun 2018), -$5,496.71 (Jul 2018 - Jun 2019), $47,127.90 (Jul 2019 - Jun 2020), $92,479.07 (Jul 2020 -Dec 2020) and -$46,284.10 (2021)

Healthy Harrison

	March Actual	March Budget	YTD Actual	YTD Budget
Revenues:				
WVUHS	-	4,166.66	25,000.00 *	12,499.98
UHC Foundation	50,000.00	8,333.33	50,000.00	24,999.99
Additional Funding Sources	-	-	-	-
Total Revenues	50,000.00	12,499.99	75,000.00	37,499.97
Expenses:				
Salary - Exec. Director	5,475.14	5,695.73	16,425.42	17,087.19
Benefits (30%)	1,642.54	1,708.72	4,927.62	5,126.16
Supplies	2,033.63	416.66	3,691.50	1,249.98
Miscellaneous Expense	837.27	416.66	1,375.24	1,249.98
Expert Resources	-	250.00	-	750.00
Marketing	3,400.00	4,083.31	10,853.00	12,249.93
Measurements	-	-	-	-
Projects:				
Competitions	-	5,000.00	-	15,000.00
App Development	-	1,250.00	7,500.00	3,750.00
Coaching	2,360.00	2,500.00	5,724.23	7,500.00
Prizes	1,749.50	512.25	4,299.50	1,536.75
Total Expenses	17,498.08	21,833.33	54,796.51	65,499.99
Net Income	32,501.92	(9,333.34)	20,203.49	(28,000.02)

* Payments for Q3 and Q4 2021 received in February 2022

Healthy Harrison Board of Directors

Address: 327 Medical Park Drive, Bridgeport WV 26330

Amy Haberbosch Wilson, President
Harrison County Economic Development Corporation

Brock Malcolm, Vice President
Bowles Rice LLP

Mike Tillman, Treasurer
United Hospital Center

Tina Yoke, Secretary
United Way of Harrison County

John Paul Nardelli
Executive Director of Healthy Harrison

Gary Bowden
Clarksburg City Council

Robert Boyles
Highland-Clarksburg Hospital

Chad Bundy
Harrison County Health Department

Mandy Curry
Healthy Kids Inc.

Chris Goode
WVU Medicine

Martin Howe
MVB Bank

Brian Jarvis
WV News

Carroll Morrison
Notre Dame High School

Kelly Nelson
Mountain State Medical Specialties

Lou Ortenzio
The Clarksburg Mission

M.L. Quinn
Grant Stars

Ken Ramsey
Bridgeport United Methodist Church

Brad Riffee
The United Way of Harrison County

Clay Riley
The Thrasher Group

Bob Steptoe
Steptoe & Johnson, PLLC

Dora Stutler
Harrison County Board of Education

Patsey Trecost
Harrison County Chamber

10:20 AM

LIST OF DELINQUENT OR UNPROGRESSED ESTATES
REPORT OF THE COUNTY CLERK DATED June 30, 2022
PURSUANT TO WEST VIRGINIA CODE 44-2-19a

DECEDENT'S NAME	PERSONAL REPRESENTATIVE	DATE OF DEATH	DATE OF APPOINTMENT
William Marion Boone	Marian Louise Reed	06/24/2019	07/08/2019
Matilda Maxine Brelsford	Donald Reed Brelsford	08/08/2014	05/24/2019
Gary L. Brown	Charlotte Mechelle Brown	02/27/2017	04/18/2017
Leah Verona Burnside	Karen L Hayhurst	01/06/2019	04/25/2019
Kimberly Ann Cassella	Mark A. Cassella	12/17/2018	01/07/2019
James Victor Coffman Jr.	Lucy Flanigan	12/07/2018	12/14/2018
Daniel Shawn Denman	Jamie Denman	01/08/2018	01/11/2018
Terry Lynn Drain	Nathaniel Scott Drain	04/10/2019	05/02/2019
John Edgar Emrick	Beverly J. Emrick	04/01/2019	04/11/2019
Geraldine Haggerty Gainer	Shelby Denise Gainer	04/25/2008	07/23/2018
Cynthia R. Golden	Devin R. Golden Mclellan	09/20/2017	07/03/2019
Romeo Darrell Green	Phillip Darrell Green	08/15/1997	08/20/1997
Betty Carole Hardman	David S. Davisson	02/09/2019	04/09/2019
Zackery Michael Hardman	Wendy Lynn Hardman Donnie Lynn Hardman	05/13/2018	05/24/2018
Virginia Lee Hayes	Jon Harlan Hayes	02/09/2019	02/28/2019
Brian Kingsley Heavener	Darlene Heavener	11/09/2018	03/12/2019
Willard Jeffrey Herron	Lora S. Herron	12/31/2018	01/29/2019
Nan Alvin Hill	Lonnie Alvin Hill	12/27/2010	01/27/2011
Mary Lee Hines	Kristine Lee Crutch	08/29/2017	10/04/2017
Donald Honaker Sr.	Jessica Denice Dinges	12/24/2015	02/12/2019
Elsie Lorna Howard	Sharon Christenson	06/26/2015	07/02/2015
Carl Ray James	Carolyn James	10/19/2018	01/02/2019
Paul Jones	Kim Delanko	02/23/2019	03/25/2019
Charles Paul Kovalan	Anne Louise Kovalan-Santoni	08/24/2012	09/21/2012
Joyce Ellen Ladanye	Brian Steve Ladanye	10/19/2018	12/13/2018
Brantley Jared Langford	Julie Garvin	01/07/2019	02/11/2019

Rose Marie Lopez	Samuel Lopez	04/02/2019	04/15/2019
Michael George Lucas	Brenda Lucas	02/15/2019	03/13/2019
Patricia Louise Mccarty	Kimberly Lantz	12/18/2018	01/24/2019
Terry L McClain	Donna J. McClain	03/12/2014	03/08/2016
James Thomas McDowell	Andria Lafontaine	11/23/2018	02/05/2019
Dennis Mazza I	Allessandra-Maria (Mazza) St. Clair	03/04/2019	03/29/2019
Carole Jeanne Monroe	William Craig Monroe	05/29/2019	07/02/2019
John W. Oldaker Jr.	Erin K. Oldaker	01/23/2019	02/27/2019
Mary O. Reinker	Peter L. Battles	11/24/2018	12/20/2018
Eula Mae Rhodes	Leslie Andrew Thomas	03/06/2019	03/29/2019
Teresa Robinson	James Lee Robinson Jr.	01/18/2017	04/27/2017
Buckley Ray Rush	Robin Rush	12/21/2012	05/08/2019
James Salerno	Pamela Marie Gemondo	02/24/2019	07/02/2019
Bernadette Sandy	Barbara Cook	12/14/2018	02/05/2019
Linda M. Seifert	Louis C. Zall	02/24/2019	02/26/2019
Robert Harold Shaver	Clarice D. Shaver	11/24/2018	01/14/2019
Yolanda Shelhammer	Paul T. Shelhammer	01/03/2019	02/08/2019
Rebecca Lynne Smith	Terry A. Smith	03/07/2019	05/21/2019
Bertha L. Snyder	Janet Sponaugle Lois Wright	09/25/2018	10/01/2018
Lester Henry Stinebiser	Larry Scott	06/19/2019	07/02/2019
Michael Shawn Thompson	Ashley Brooke Thompson	02/19/2019	03/05/2019
Steven Brian Thompson	Steven Andrew Thompson	05/04/2019	05/23/2019
Veronica Frances Vincent	Emory B Vincent	03/08/2019	05/02/2019
Cynthia Ware	Robert Brady	04/02/2019	04/17/2019
Kenneth D Williams	Mark Kenneth Williams	04/17/2019	05/16/2019

IN THE COUNTY COMMISSION OF Harrison COUNTY, WEST VIRGINIA

GENERAL
ORDER TO SHOW CAUSE
AGAINST
DELINQUENT OR UNPROGRESSED ESTATES

Pursuant to the provisions of West Virginia Code § 44-2-19a, the County Commission, having received on the ____ day of _____, 20___, the Report of the Clerk of the County Commission in due form concerning estates in which the filing of any paper is delinquent or estates which have not been duly closed within a period of three years from the opening of such estate and in which no progress, or in the opinion of the Clerk of the County Commission unsatisfactory progress, has been made toward the settlement of such estate, does hereby **ORDER** that the appointed personal representatives appearing on the attached List are directed to file a statement to show cause why the County Commission should not find the personal representative delinquent in his or her administration of the respective estate and why the County Commission should not remove the personal representative from office, administratively close the estate, or take such other action against the personal representative as may be proper as allowed by the laws of the State of West Virginia.

The Clerk of the County Commission is directed as provided by law to mail a certified copy of this Order specific to each such personal representative at the last known address appearing in the records of the County Clerk and to mail a copy thereof to the heirs at law, beneficiaries under the will, any creditors who have filed claims which are not released, any surety on any bond, and any other person interested in the respective estate at their last known addresses appearing in the records of the County Clerk.

Each such personal representative is hereby **DIRECTED and NOTIFIED** that he or she shall have thirty (30) days after the mailing of the specific Order to Show Cause to file properly any delinquent documents required for the administration of the estate or to file a verified statement under oath with the Clerk of the County Commission stating why he or she should not be found delinquent in the administration of the respective estate and should not be removed from office or the estate administratively closed as allowed by law.

All of which is accordingly ADJUDGED, ORDERED, and DECREED this ____ day of _____, 20__.

_____
County Commissioner, President

_____
County Commissioner

_____
County Commissioner

ATTACHMENT: List of Estates

PAYROLL CHANGE NOTICE

3-A

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
7/1/2022		

NAME	ADDRESS
Kennard McHenry	

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

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) Retirement effective 7/1/2022. Please pay available vacation days if any.

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Peter G. Mathews, Sheriff	DATE 06/16/2022
HUMAN RESOURCES MANAGER [signature]	DATE 6/21/2022

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

3-B
Exhibit B

Date: June 16th, 2022

To: Harrison County Commission
Lauren Pysz, County Administrator
Subject: Payroll Changes, salaries, etc.

Payroll Changes – New Hires Summer Program

Grant Cheuvront – New Hire – Rate $9.00 Per Hour
Matthew Cheuvront – New Hire – Rate $9.00 Per Hour
Jeremiah Carpenter – New Hire – Rate $9.00 Per Hour
Mary Felts – New Hire – Rate $9.00 Per Hour
Caleb Yanego – New Hire – Rate $9.00 Per Hour
Patrick Fisher – New Hire – Rate $9.00 Per Hour
Emily Sendling – New Hire – Rate $9.00 Per Hour
Kiersten Knicley-King – Rate $9.00 Per Hour
Tara Davis – New Hire - $11.00 Per Hour
Mercedes Ray – New Hire - $13.00 Per Hour
Kiara Darquenne – New Hire - $9.00 Per Hour
Jadyn Hogsed – New Hire - $9.00 Per Hour
Isabella Herrod – New Hire - $9.00 Per Hour
Kira Wilson – New Hire - $9.00 Per Hour
Miranda Folmsbee – New Hire - $12.00 Per Hour
Aubrey Bailey – New Hire - $9.00 Per Hour
Quintavious Williams – New Hire - $9.00 Per Hour
Catherine Odem – New Hire - $9.00 Per Hour
Kierstin Reich – New Hire - $9.00 Per Hour
Bradley Bennett Burnett – New Hire - $9.00 Per Hour
Miranda Payne – Rehire - $10.00 Per Hour

All staff have been hired to help with Summer Parks and seasonal hires – They are not in the Paycom System and they are seasonal workers. All hires were approved by the Parks Board and they ask that you add them to the County's payroll system and expense to the 900 account – Parks and Recreation.

Michael J. Book

Michael J. Book, Director

4-A

At the regular meeting of the County Commission of Harrison County held on Wednesday June 8, 2022, Commissioners Susan Thomas, David Hinkle and Patsy Trecost II were present. Also present were Laura Pysz, County Administrator, and Micah Fisher, Deputy County Clerk. Commissioner Thomas opened the meeting and Commissioner Trecost said a prayer and led those present in the Pledge of Allegiance to the Flag.

1. Public Comment Period: NONE
2. Consent Agenda: Trecost moved to approve. Commission concurred.
3. Payroll Change Notices: Trecost moved to approve items A through J. Commission concurred.
   A. Trevor Vance --- FMLA --- 911
   B. Matthew Gump --- Completed Training Moved to Dispatcher --- Effective 06-10-22 --- 911
   C. Roberta Barnett --- LWOP --- Planning Department
   D. James Honce --- Re-Hire --- Part-Time Security as Needed --- Effective 05-23-2022 --- Sheriff Department
   E. Hunter Floyd --- Re-Hire --- Summer Temp Help --- Maintenance
   F. Elijah Floyd --- Re-Hire --- Summer Temp Help --- Maintenance
   G. Andrew Marple --- New Hire --- Summer Temp Help ---- Maintenance
   H. Logan McCartney --- New Hire --- Summer Temp Help --- Maintenance
   I. Colton Laulis --- Re-Hire --- Summer Temp Help --- Parks & Rec
   J. Joshua Webber --- Re-Hire --- Summer Temp Help --- Parks & Rec
4. Minutes and /or Amended Minutes of Previous Meeting: Trecost moved to approve items A through C. Commissioner Hinkle amended the motion to approve as presented. Commission concurred.
   A. Regular Meeting Minutes 05-04-2022
   B. Regular Meeting Minutes 05-25-2022
   C. Regular Meeting Minutes 05-18-2022
5. Requisitions --- Purchase Orders --- Invoices: Trecost moved to approve. Commission concurred.
   A. Vendor Requisition List of Payments
6. Exonerations --- Corrective Tickets --- Joint Property Application: Trecost moved to approve item A. Commission concurred.
   A. Exonerations --- See Exhibit A

7. Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements): Trecost moved to approve items A through F. Commission concurred.
   A. Requisition for Payment No. 33 --- $129,499.03
   B. Requisition for Payment No. 33 --- $6,474.96
   C. Requisition for Payment No. 51 ---Steptoe & Johnson $9,573.75
   D. Requisition for Payment No. 52 --- $8,193.10
   E. Requisition for Payment No. (06-08-2022) --- $8,112.93
   F. Requisition for Payment No. 12 --- MuniCap $100.00
8. Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission: Trecost moved to approve. Commissioner Trecost advised that this allows communication within our system. Commission concurred.
   A. Requisition Number: #65 --- Advantage Technology $129,645.40
9. Review – Discuss – Consider A Resolution Authorizing the Application to WVDOT for the Harrison County North Rail Trail Acquisition of Easements or Property: Trecost moved to approve. Commission concurred.

10:05 A.M. --- Joseph Adams --- Alley Closure --- Bassell Addition Alley: Joseph Adams presented the alley closure. Mr. Adams advised that he has contacted each individual that has interest in the alley and they are all in favor. Mr. Adams explained that he owns property on both sides of the alley. Charlotte Shaffer, Director of Planning, advised that there are no utilities and all paperwork is in order. Trecost moved to proceed with the abandonment of the alley. Commission concurred. Trey Simmerman, County Attorney, or Charlotte Shaffer will draft an order.

10. Review - Discuss – Consider a Resolution Authorizing the Application to DOH for the Harrison County North Rail Trail – North Bend Connector: Trecost moved to approve. Gina Jones, Director of Grants, explained this is to connect the North Bend Rail Trail with Wilsonburg and Adamston. Ms. Jones advised that they are asking for $536,423.00 and there is a twenty percent match with this grant. Commission concurred.

10:10 A.M. --- Recognize Joseph "Rocky" Romano --- Named 2022 West Virginia Assessor of the Year: Assessor Joseph "Rocky" Romano was recognized for his recent award for Assessor of the Year. Mr. Romano thanked his peers and his staff for all of their help in making this possible.

11. Review – Discuss – Consider Letter from Harrison County Commission --- No Objection to License for Outdoor Beer Sales --- Hillbilly Hatchets, 34 Keystone Drive, Bridgeport, WV: Trecost moved to approve. Commission concurred.
12. Review – Discuss –Consider Finalization of Deed to Lost Creek for Transfer of Parcel and Affix Signature: Trecost moved to approve and affix signature. Commission concurred.
14. Review – Discuss – Consider A Resolution Authorizing the Filing of the Application to the WV DEP Litter Control Grant Program: Trecost moved to approve. Gina Jones advised that this will be used to raise one dilapidated structure within the County. Commission concurred.
15. Review – Discuss - Consider Green River Group's Demand for Payment Related to GSA Site Work – Potential Executive Session Pursuant to Attorney Client Privilege: Trey Simmerman advised that the County has received some correspondence from an attorney for Green River Group and would like to discuss this matter in exective session pursuant to attorney client privilege. Thomas moved to enter into executive session. Commissioner Thomas and Commissioner Hinkle voted in favor. Commissioner Trecost voted against.

    Commissioner Hinkle moved to come out of executive session and enter back into regular session. Commission concurred. Commissioner Hinkle advised that there is no decision coming out of executive session.

10:20 A.M. --- Madeline Hayton --- Public Nuisance --- Murphys Run Road --- Summit Park: (@ 10:28 am) Commissioner Thomas opened the public hearing and swore in Madeline Hayton. Charlotte Shaffer gave an update of what had been done to the property. Ms. Shaffer advised that the grass has been mowed and code enforcement advised that the house does not need to be torn down at this time. Hinkle moved to allow sixty days to get the vehicles licensed and insured or removed from the property and return to the Commission with proof. Commission concurred.

10:30 A.M. --- Kylea Radcliff --- Thrasher --- Update on Water/Sewer Projects in the County: Kylea Radcliff from the Thrasher Group, gave an update on the sewer and water projects that are taking place within Harrison County and upcoming projects.

16. Review-Discuss-Consider Approving Money for Body Cams in Upcoming Budget: Trecost moved to approve in the budget after July 1, 2022. Laura Pysz, County Administrator, combined item sixteen and seventeen to explain. Ms. Pysz explained that $80,000.00 will be for body cams, $25,000.00 for new equipment and $5,000.00 for investigations. There was discussion of a budget revision that will take place after July 1st. There was also discussion of the insurance quote coming in under what was budgeted. Cruiser funds were discussed and leaving the funds in the Commission line item.
17 Review-Discuss-Consider Approve Money to Lease or Purchase 12 to 20 Police Cars now or in Upcoming Budget: Handled within item sixteen.

18. Review-Discuss-Consider Agreement between Harrison County Commission and Clarksburg Parks and Rec Commission:
19. Review-Discuss-Consider MOU between Harrison County Commission and Harrison County Parks and Rec Commission: Laura Pysz explained the MOU. Doug Comer from Parks and Recreation Department, advised that the Board Attorneys are reviewing the agreement and there are some concerns but it is a good start. No decision needs to be made.
20. Review-Discuss-Consider Order Reappointing Douglas R. Miley to the Charles Pointe Community Enhancement District Board --- Term 06-01-2021 – 05-31-2025: Hinkle moved to approve. Commission concurred.
21. Review-Discuss-Consider James Turner Resigning as Fiduciary Commissioner --- Effective 09-30-2022: Hinkle moved to approve. Laura Pysz advised that she recommends to advertise for two weeks and get names for a possible replacement. Ms. Pysz also advised that Mr. Turner's term is not up until September 30, 2022. Commissioner Hinkle stated that accepting the resignation and advertising for the position are two different agenda items. Commission concurred.
22. Review-Discuss-Consider Permission to Travel --- Robert Leonard --- Floodplain Manager Exam --- Fairmont, WV --- 06-07-2022: Trecost moved to approve. Commission concurred. Laura Pysz advised that Mr. Leonard has passed his flood plain manager certification.
23. Review-Discuss-Consider A Resolution Accepting Funds from the FY 2022-23 County Records Management and Preservation Grant Program Application: Trecost moved to approve. Gina Jones explained that these funds will be used for digitizing the Circuit Clerk's records and is a continuation grant in the amount of $10,000.00. Commission concurred.
24. Review-Discuss-Consider Appointment of Jason Myers --- Clarksburg Water Board --- to Harrison County Economic Development Authority --- Filling Richard "Dick" Welch Vacancy: Trecost moved to approve. Commissioner Thomas and Commissioner Trecost voted in favor. Commissioner Hinkle voted against. Motion carried.
25. Review-Discuss-Consider Approving Settlement Agreement between HCC and Malfregot Inc./Ajax Reality -- (May Lead to Executive Session WV Code §6-9A-4): This item does not need any action taken.
13. Review – Discuss - Consider Improvements Presented by Parks and Rec to Summit Park, Spelter Park, and Rec Complex: Mike Book and Doug Commer from Parks and Recreation gave an update on projects taking place at Summit Park and Spelter Park.

Commissioner Trecost left the meeting.

26. Review-Discuss-Consider Changes to Employee Hand Book Made by County Attorney: Laura Pysz explained that the changes to the handbook were suggested by Commissioner Hinkle in September and Mr. Simmerman has made those notations.

Hinkle moved to table this item until next week. Commissioner Thomas and Commissioner Hinkle voted in favor. Commissioner Trecost voted against. Motion carried.

27. Review-Discuss-Consider Harrison County Commission Partnering with HCSB to Use Hite Field for Rail Trail Head, Location of Animal Control and Jointly Building a Show Barn for 4H and FFA Use: Commissioner Hinkle presented a slide with the proposal for the rail trail head, animal control and show barn. There was discussion of accessibility to the property.

Commissioner Hinkle walked out of the meeting.

The meeting adjourned due to no quorum.

28. Administrator's Report: NONE
29. Commissioner Comments – Questions: NONE

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Susan Thomas, President Date

DRAFT

4-B

At the regular meeting of the County Commission of Harrison County held on Wednesday, June 15, 2022, Commissioners Susan J. Thomas, David Hinkle, and Patsy Trecost II were present. Also present were John Spires, County Clerk, and Laura Pysz, County Administrator. Commissioner Thomas opened the meeting and led those present in prayer. Thomas led in the Pledge of Allegiance to the Flag. All motions passed unanimously unless otherwise noted.

Appointments:

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

10:05 A.M. --- Alley Closure --- HC Commission to Abandon 42" Alley --- Garret Street Extension – Laura Pysz, County Administrator, asked for the item to be pulled from the agenda till more information is received.

NEW BUSINESS – Action Items for Consideration or Approval:

1. Public Comment Period – Dave Gobel, from Grafton, objected to the current towing policy. Mike Withers, from Grafton, spoke of the history of towing regulations and the passage of a bill that was meant to spread towing business fairly among operators. Mr. Withers spoke in favor of the current policy. Sheila Lipps, from Wrecker Service, spoke in favor of the current policy.
2. Consent Agenda – Trecost made a motion to approve. Motion carried.
3. Payroll Change Notices: Trecost made a motion to approve. Motion carried.
   A. Camille Peyatt --- Resignation --- Effective 07-04-2022 --- 911
4. Minutes and /or Amended Minutes of Previous Meeting: (NONE)
5. Requisitions --- Purchase Orders --- Invoices – Trecost made a motion to approve. Motion carried.
   A. Vendor Requisition List of Payments
6. Exonerations --- Corrective Tickets --- Joint Property Application: Trecost made a motion to approve 6A. Motion carried.
   A. Exonerations --- See Exhibit A

7. Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements): Trecost made a motion to approve 7A. Motion carried.
   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: Trecost made a motion to approve A & B. Hinkle asked clarification on the previous artwork invoice. Laura Pysz, County Administrator, stated the total cost was $20,000.00. Trecost and Thomas voted yes. Hinkle voted no. Motion carried.
   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 – Trecost made a motion to approve the resolution. Jack Gerrard, spoke about supporting the services for the Veterans. Motion carried.
10. Review - Discuss – Consider Business Zoning Compliance Form for Limited Lottery Retail License --- The Bar and Hotspot, 1350 Philippi Pike, Clarksburg, WV - Trecost made a motion to approve. Motion carried.
11. Review – Discuss – Consider A Resolution Authorizing the Application for the West Virginia Justice Assistance Grant (JAG) Program – Gina Jones, Grant Coordinator, spoke about the application that would help fund PRO officers. Trecost made a motion to approve. Motion carried.
12. Review – Discuss – Consider A Resolution Authorizing the Acceptance of Funds from West Virginia Community Corrections Fund for Harrison County Correction Program – Gina Jones, Grant Coordinator, spoke of the grant. Trecost made a motion to approve and affix signatures. Motion carried.
13. Review – Discuss - Consider WV Corp Insurance Proposal for FY23 – Trecost made a motion to approve A & B. Trecost and Thomas voted yes. Hinkle voted no. Motion carried.
   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 Possible Executive Session WV Code § 6-9A-4(2) (A) – Trecost made a motion to approve. Hinkle made a motion to move into Executive Session. Hinkle voted yes. Trecost voted no. Motion carried. Trecost made a motion to go back into regular session. Thomas and Trecost voted yes on Trecost's earlier motion. Hinkle voted no. Motion carried.
15. Review – Discuss – Consider Current or Revised 2022 Towing Policy for 2022 - Laura Pysz, County Administrator, suggested the item to be pulled until time to review.

Trecost stated he would like to make a motion to approve the current 2018 towing policy. Thomas and Trecost voted yes. Hinkle voted no. Motion carried.

16. Review – Discuss - Consider A Resolution Applying for the WV Courthouse Facilities Improvement Funds – Gina Jones, Grant Coordinator, spoke of submitting an application for possible use for the elevator. Trecost made a motion to move forward with the grant in regards to an elevator or repair. Motion carried.
17. Review – Discuss - Consider Evaluation of County Administrator --- Laura Pysz --- Possible Executive Session WV Code § 6-9A-4(2) (A) – Hinkle made a motion to table. Trecost made a motion to go into Executive Session. Trecost and Thomas voted yes. Motion carried. Trecost made a motion to return to regular session. Motion carried. Hinkle did not attend meeting and left the room. Trecost stated they would begin the evaluation process for the County Administrator and they would take a vote on June 29th. No action to be taken today.
18. Review – Discuss - Consider Budget Revisions --- Sheriff Department – Trecost made a motion to approve. Laura Pysz, County Administrator, explained the internal revisions. Motion carried.
19. Review – Discuss - Consider Budget Revisions --- Prosecuting Attorney – Trecost made a motion to approve. Motion carried.
20. Review – Discuss - Consider Budget Revisions --- County Clerk – Trecost made a motion to approve. Motion carried.
21. Review – Discuss - Consider Budget Revisions --- Circuit Clerk – Trecost made a motion to approve. Motion carried.
22. Review – Discuss - Consider Budget Revisions --- County Commission – Laura Pysz, County Administrator, spoke of the two budget revision options. Trecost made a motion to approve option #2. Motion carried.
23. Review – Discuss - Consider Budget Revisions --- Vital Services – Laura Pysz, County Administrator, spoke of the budget revisions for vital services. Trecost made a motion to approve. Motion carried.
24. Review – Discuss - Consider Reappointment of William "Bill" Suan to Harrison County Planning Commission --- Term 07-01-2022 – 06-30-2025 – Trecost made a motion to approve reappointment. Motion carried.
25. Review – Discuss - Consider Reappointment of James A. Smith to Harrison County Planning Commission --- Term 07-01-2022 – 06-30-2025 – Trecost made a motion to approve reappointment. Motion carried.
26. Administrator's Report - Laura Pysz, County Administrator, spoke of the success of the Pet Expo over the weekend.
27. Commissioner Comments – Questions – Trecost was excited that we made a short list in regards to funds and projects from Senators Capito and Manchin's office. Trecost will update as more information is available.

Trecost made a motion to adjourn. Motion carried.

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

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Susan J. Thomas, President Date

DRAFT

CHECK STATUS	VOID POSTDATE	CHECK NUMBER	CASH CODE	VENDOR NUMBER	VENDOR NAME	CHECK DATE	CHECK POST	RETURN DATE	CHECK AMOUNT
O		113932	01C01	32014	WV PUB EMP RETIE SYS CQ	06/09/2022	06/2022		58574.64
O		113933	01C01	32020	WV PUB EMP RETIRE SYS E	06/09/2022	06/2022		28241.73
O		113934	01C01	32221	WV DEP SHERIFFS RET SYS	06/09/2022	06/2022		24360.96
O		113935	01C01	32222	WV DEP SHERIFFS RET SYS	06/09/2022	06/2022		37257.93
O		113936	01C01	32014	WV PUB EMP RETIE SYS CQ	06/09/2022	06/2022		6.90
O		113937	01C01	32222	WV DEP SHERIFFS RET SYS	06/09/2022	06/2022		56.14
O		113938	01C01	12022	CLARKSBURG FED CRED UNION	06/14/2022	06/2022		20161.55
O		113939	01C01	12509	CAIC PRIMARY ACCOUNT	06/14/2022	06/2022		57.84
O		113940	01C01	14007	THE EQUITABLE	06/14/2022	06/2022		233.00
O		113941	01C01	24265	GREAT-WEST TRUST CO LLC	06/14/2022	06/2022		172.71
O		113942	01C01	25102	NATIONWIDE RETIREMENT	06/14/2022	06/2022		599.58
					BANK ID 01 00011 CHECKS TO 00011 VENDORS FOR				169722.98
O		004825	07C07	32014	WV PUB EMP RETIE SYS CQ	06/09/2022	06/2022		16003.33
O		004826	07C07	32020	WV PUB EMP RETIRE SYS E	06/09/2022	06/2022		7760.10
O		004827	07C07	10032	APCO INTERNATIONAL INC	06/13/2022	06/2022		647.46
O		004828	07C07	15149	FRONTIER	06/13/2022	06/2022		928.22
O		004829	07C07	17288	HEASTER-HART LLC	06/13/2022	06/2022		300.00
O		004830	07C07	12022	CLARKSBURG FED CRED UNION	06/14/2022	06/2022		5843.77
O		004831	07C07	14007	THE EQUITABLE	06/14/2022	06/2022		30.00
O		004832	07C07	16013	GENERAL COUNTY FUND	06/14/2022	06/2022		54220.53
O		004833	07C07	25102	NATIONWIDE RETIREMENT	06/14/2022	06/2022		220.00
					BANK ID 07 00009 CHECKS TO 00009 VENDORS FOR				85953.41
O		001205	26C26	20146	K-9 TO FURKIDS LTD	06/13/2022	06/2022		1000.00
					BANK ID 26 00001 CHECKS TO 00001 VENDORS FOR				1000.00
O		001089	28C28	10101	MON POWER	06/13/2022	06/2022		519.04
					BANK ID 28 00001 CHECKS TO 00001 VENDORS FOR				519.04
O		001015	53C53	22612	J MATTHEW MONROE & ASSOC,	06/13/2022	06/2022		1797.00
					BANK ID 53 00001 CHECKS TO 00001 VENDORS FOR				1797.00
O		001201	54C54	10101	MON POWER	06/13/2022	06/2022		325.97
					BANK ID 54 00001 CHECKS TO 00001 VENDORS FOR				325.97
O		010449	56C56	32014	WV PUB EMP RETIE SYS CQ	06/09/2022	06/2022		5143.46
O		010450	56C56	32020	WV PUB EMP RETIRE SYS E	06/09/2022	06/2022		2533.67
O		010451	56C56	30024	US CELLULAR	06/13/2022	06/2022		471.00
O		010452	56C56	12022	CLARKSBURG FED CRED UNION	06/14/2022	06/2022		2482.00
O		010453	56C56	16013	GENERAL COUNTY FUND	06/14/2022	06/2022		18276.41
O		010454	56C56	25102	NATIONWIDE RETIREMENT	06/14/2022	06/2022		90.00
					BANK ID 56 00006 CHECKS TO 00006 VENDORS FOR				28996.54

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O		004979	72C72	32020	WV PUB EMP RETIRE SYS E	06/09/2022	06/2022		3806.87
O		004980	72C72	10008	APPALACHIAN TIRE PRODUCTS	06/13/2022	06/2022		404.16
O		004981	72C72	19145	JARCO ENTERPRISES LLC	06/13/2022	06/2022		186.72
O		004982	72C72	22551	MOUNTAINSIDE MEDICAL	06/13/2022	06/2022		2200.00
O		004983	72C72	24072	OLYMBEC USA, LLC	06/13/2022	06/2022		8800.00
O		004984	72C72	27286	TAYLOR MCKENZIE ROLENSON	06/13/2022	06/2022		375.00
O		004985	72C72	30108	UNISAFE INC	06/13/2022	06/2022		1426.79
O		004986	72C72	30117	UPSHUR COUNTY DAY REPORT	06/13/2022	06/2022		250.00
O		004987	72C72	12022	CLARKSBURG FED CRED UNION	06/14/2022	06/2022		2258.00
O		004988	72C72	16013	GENERAL COUNTY FUND	06/14/2022	06/2022		25031.08
					BANK ID 72 00011 CHECKS TO 00011 VENDORS FOR				52015.57
O		000505	73C73	10107	AMERICAN GARAGE DOOR LLC	06/13/2022	06/2022		7140.00
					BANK ID 73 00001 CHECKS TO 00001 VENDORS FOR				7140.00
O		010158	77C77	32014	WV PUB EMP RETIE SYS CQ	06/09/2022	06/2022		5217.09
O		010159	77C77	32020	WV PUB EMP RETIRE SYS E	06/09/2022	06/2022		2581.62
O		010160	77C77	32221	WV DEP SHERIFFS RET SYS	06/09/2022	06/2022		440.68
O		010161	77C77	32222	WV DEP SHERIFFS RET SYS	06/09/2022	06/2022		673.98
O		010162	77C77	27042	JAMES ROSEBOROUGH	06/10/2022	06/2022		274.91
O		010163	77C77	28087	ANDREW STEWART	06/10/2022	06/2022		176.84
O		010164	77C77	10012	A-1 EXTERMINATING CO INC	06/14/2022	06/2022		75.00
O		010165	77C77	10101	MON POWER	06/14/2022	06/2022		1137.73
O		010166	77C77	10370	ANMOORE FIRE/EMS	06/14/2022	06/2022		16850.16
O		010167	77C77	11256	BRIDGEPORT FIRE DEPT	06/14/2022	06/2022		8005.44
O		010168	77C77	12006	CASTO TECHNICAL SERVICES	06/14/2022	06/2022		1304.62
O		010169	77C77	12014	CITY OF SHINNSTON	06/14/2022	06/2022		59.85
O		010170	77C77	12019	CLARKSBURG WATER BOARD	06/14/2022	06/2022		159.31
O		010171	77C77	12043	CITY OF SALEM	06/14/2022	06/2022		3776.76
O		010172	77C77	12696	CANON FINANCIAL	06/14/2022	06/2022		200.46
O		010173	77C77	12714	CHEM-AQUA INC	06/14/2022	06/2022		250.00
O		010174	77C77	13352	JOHN DEERE FINANCIAL	06/14/2022	06/2022		347.84
O		010175	77C77	14110	ENTERPRISE SANITATION INC	06/14/2022	06/2022		104.38
O		010176	77C77	14113	ENLARGED HEPZIBAH PSD	06/14/2022	06/2022		68.88
O		010177	77C77	15146	TERA D GOFF	06/14/2022	06/2022		23.85
O		010178	77C77	15149	FRONTIER	06/14/2022	06/2022		434.64
O		010179	77C77	17011	HARRISON CO EMERGENCY SQD	06/14/2022	06/2022		33603.48
O		010180	77C77	19001	JAMES & LAW COMPANY	06/14/2022	06/2022		33.39
O		010181	77C77	19145	JARCO ENTERPRISES LLC	06/14/2022	06/2022		86.21
O		010182	77C77	19161	JIMMY GLASSCOCK II DBA	06/14/2022	06/2022		13150.00
O		010183	77C77	21010	LOWE'S	06/14/2022	06/2022		247.05
O		010184	77C77	22006	VISUAL EDGE, INC DBA	06/14/2022	06/2022		258.00
O		010185	77C77	22149	WASTE MANAGEMENT WV INC	06/14/2022	06/2022		112.18
O		010186	77C77	22205	CKBWV INC DBA MARSH	06/14/2022	06/2022		23.89
O		010187	77C77	25383	PENQUIN MANAGEMENT INC	06/14/2022	06/2022		6468.00
O		010188	77C77	28034	SANDY'S SERVISTAR INC	06/14/2022	06/2022		329.06
O		010189	77C77	28362	STATE ELECTRIC SUPPLY INC	06/14/2022	06/2022		71.91
O		010190	77C77	29636	TRITECH SOFTWARE SYSTEMS	06/14/2022	06/2022		51425.50

CHECK STATUS	VOID POSTDATE	CHECK NUMBER	CASH CODE	VENDOR NUMBER	VENDOR NAME	CHECK DATE	CHECK POST	RETURN DATE	CHECK AMOUNT
O		010191	77C77	29644	TENTCRAFT LLC	06/14/2022	06/2022		167.00
O		010192	77C77	30058	UNIFIRST CORPORATION	06/14/2022	06/2022		64.05
O		010193	77C77	32371	WDTV	06/14/2022	06/2022		1500.00
O		010194	77C77	32427	WBOY-TV	06/14/2022	06/2022		260.00
O		010195	77C77	12022	CLARKSBURG FED CRED UNION	06/14/2022	06/2022		1900.00
O		010196	77C77	16013	GENERAL COUNTY FUND	06/14/2022	06/2022		33466.47
O		010197	77C77	24265	GREAT-WEST TRUST CO LLC	06/14/2022	06/2022		20.00
					BANK ID 77 00040 CHECKS TO 00040 VENDORS FOR				185350.23
					FINAL REPORT 00082 CHECKS TO 00082 VENDORS FOR				532820.74

June 29, 2022

5-A

Date of Meeting	June 29, 2022		
Work Order Number	Vendor Name	Amount of Invoice-Quote	Description
39400	Richard Southall	$145.00	Reimbursement Annual License
39401	Lowes Home Center	$20.80	Bottled Water /Community Corrections
39402	U S Cellular	$385.74	Cellular Service Home Confine
39415	NAACAC	$345.00	Counseling Manuals/Comm.Corrections
39447	Elizabeth Keough	$9.59	Milage Reimbursement/Animal Control
39475	Staples	$210.69	Pre-inked Stamps/Comm.Corr
39478	Command Communications	$1,365.25	Radio Supplies/Law Enforce
39484	Bridgeport Express Care	$130.00	Covid Test Hammond/Law Enf
39487	Evertel Technologies	$720.00	Communication Notifcation/Law Enforc
39490	Amazon.com	$79.17	Supplies / Park & Rec.
39491	Sandy's True Value	$370.00	Lawn Mower / Park & Rec.
39494	BSN Sports	$631.87	Sport Equipment/Parks&Rec.
39495	Donna Stuart	$149.06	Milage Reimbursement
39498	Spag's Sealcoating	$800.00	Court Stripping Spelter/Park&Rec
39499	Truist Bank	$75.00	Meeting/Sheriff's Department
39500	Truist Bank	$33.10	Water/Tax Office
39501	Staples	$9,098.33	Various Supplies/Pros.Atty
39502	James & Law	$9,140.00	Office Furniture/Pros.Atty
39506	TouchBoards	$9,949.96	Touch Screens/Pros.Atty
39507	United Laboratories	$288.22	Drain Treatment/Parks & Rec
39509	Lowes Home Center	$3,808.21	Frigidarire /Pros. Atty
39510	HP Inc.	$3,205.22	Computers/Pros. Atty
39512	Covert Track Group	$1,014.95	GPS Tracking Tool/Law Enforce
39513	Truist Bank	$677.78	Various Charges/Law Enforce
39514	U S Cellular	$2,702.34	Cellular Account / Law Enforce
39515	Monroe Systems for Business	$51.00	Calculator Ribbons/Tax Office
39516	Stationer	$527.37	Envelopes/Tax Office
39517	Stationer	$539.22	Office Supplies/Tax Office
39518	American Security Cabinets	$1,601.00	Mailbox / Tax Office
39519	Richard Southall	$224.14	Reimbursement/Travel&Training
39520	Exponent Telegram	$65.65	Petition /Sheriff's Department
39521	Shinnston Vol. Fire Department	$30,000.00	Reimbursement Truck Payment
39522	MCM Business Systems	$424.80	Various Copier Rentals
39523	Frontier Communications	$5,203.69	911 Center
39524	Harrison County Chamber of Commerce	$785.00	Commission Membership Due
39525	Mon Power	$41.25	Firefighters Training Building
39526	Hart Office Solutions	$309.67	Various Copier Rentals
39527	Alcohol Monitoring System	$1,038.80	Daily Monitoring Fees/Comm.Corr
39528	The Water Shop	$26.25	Water Cooler/Comm.Corr
39529	Micro Distributing	$997.80	Hair Follicle Lab Confirm/Comm.Corr
39531	Olymbec USA	$8,800.00	Rent & Operating Expenses/Comm. Corr
39533	Virtiv Corporation	$1,912.80	Power Supply/Shinnton Tower
39534	Virtiv Corporation	$1,912.80	Power Supply/Salem Tower

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39535	Virtiv Corporation	$2,086.40	Power Supply/Grafton Tower
39536	Virtiv Corporation	$9,171.14	Power Supply/PK Tower
39541	Animal Control & Care Academy	$1,800.00	Certification Course/Animal Control
39542	WV Fitness 24	$800.00	Wellness May 2022
39543	Truist Bank	$895.00	Jacquelin Snider/Comm.Corr/Training
39545	Truist Bank	$350.00	Exam&Membership/Planning
39546	Truist Bank	$215.54	AED Replacement Battery/ Park&Rec
39547	Truist Bank	$201.23	Duty Belts/Animal Control
39549	Truist Bank	$1,383.80	Budget Truck Rental/County Clerk
39551	Continental Coffee Service	$589.50	First Aid Kits/Park&Rec.
39552	Truist Bank	$1,328.87	Various Charges/Commisson
39553	Casto Technical Services	$1,179.38	HVAC Repairs /PK Tower
39554	U S Cellular	$395.65	Cell Phone & Data Service
39555	U 5 Cellular	$29.49	Wirless Modem / 911
39556	WM Corporate Services	$179.88	Waste Collection / 911
39557	Frontier Communications	$210.00	Internet Access / 911
39558	U 5 Cellular	$28.96	Tablet Data Service / 911
39559	Frontier Communications	$345.66	Voice & Data/911
39560	Frontier Communications	$68.92	Data Path Access/911
39561	Frontier Communications	$1,617.25	Voice & Data/911
39562	Frontier WV Inc.	$766.00	Data Circuits/911
39563	DocuFax Solutions	$789.00	Map&printer Support/911
39567	Exponent Telegram	$48,069.81	Delinquent Tax / Legal Ad
39568	Amos Paving & Excavating	$7,000.00	Resurface Court / Wallace
39570	AT&T Mobility	$120.72	LPR Data&Equipment/Law Enf.
39571	Truist Bank	$286.69	Travel/Deputy Shingleton
39572	Stationer	$812.85	#10 Envelopes/Circuit Clerk
39573	Truist Bank	$773.19	Circuit Clerk Meetings
39574	Ace Hardware	$890.38	Weedeaters/Maint. Courthous
39575	Harrison County Bank	$34,395.48	Airport Property Payment
39576	Mon Power	$22,564.10	Courthouse/Annex
39577	Michel, Inc	$97.00	Generator Repais/Parks&Rec
39578	Xerox Corporation	$351.39	Copier Rental /County Clerk
39S79	West Virginia Outdoor Power	$54.99	Mixing Oil/ Maint. Courthouse
39580	WV Association of Counties	$6,500.00	FY2023 Membership Dues
39581	Lowes Home Center	$504.12	Materials for Parks & Rec.
39583	Foremost Promotions	$3,078.80	Emergency Edu. Supplies/911
39584	West Virginia State Bar	$3,000.00	Bar Dues/Pros.Atty
39587	AT&T Mobility	$2,783.23	Phone Bill/Pros.Atty
39588	LeAnn Shuck	$21.45	Well Reimbursement
39589	Truist Bank	$231.64	Water & Zoom/Pros. Atty
39S90	WV Association of Counties	$80.00	Meeting/Pros. Atty
39591	Lowes Home Center	$155.00	Supplies/Salem Tower/911
39592	Mon Power	$24.91	Service /Spelter Park
39594	Rachel Romano	$285.00	Mileage Reimbursement/Pros. Atty
39S95	Laura Pickens	$285.00	Mileage Reimbursement/Pros. Atty
39597	Brenda Hinkle	$337.50	Mental Health Services

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39598	John Lanham	$285.00	Mileage Reimbursement/Pros. Atty
39599	William Walker	$285.00	Milage Reimbursement/Pros. Atty
39600	A-1 Exterminating Co.	$50.00	Pest Control / Animal Control
39602	Dominion Energy of West Virginia	$39.06	Service Public Safety Bldg
39603	Samantha Elkins	$285.00	Mileage Reimbursement/Pros. Atty
39605	James Armstrong	$285.00	Milegae Reimbursement/Pros.Atty
39606	Trapuzzano's Uniforms	$342.00	Uniform Pant/Deputy Kesling
39607	Advantage Technology	$3,240.00	410 Micro Soft License/Courthouse
39608	Brain Shockley	$285.00	Mileage Reimbursement/Pros. Atty
39609	John Madia	$285.00	Mileage Reimbursement/Pros.Atty
39610	State Electric Supply	$125.04	Fiber Optic Cable/Annex
39611	Patricia Dettori	$285.00	Mileage Reimbursement/Pros. Atty
39612	Danielle Rinker	$285.00	Mileage Reimbursement/Pros.Atty
39613	Trapuzzano's Uniforms	$918.00	Uniforms Deputies
39614	Town of Nutter Fort	$452.05	Utility Service Public Safety Bld
39615	Kristina Marshall	$285.00	Mileage Reimbursement/Pros.Atty
39616	Skasiks Cleaners	$573.75	Dry Cleaning/Law Enforcement
39617	Skasiks Cleaners	$72.85	Dry Cleaning/Process Servers
39618	Skasiks Cleaners	$179.10	Dry Cleaning/Security Officers
39619	Kay Casto & Chaney	$5,506.55	Antero Tax Appeals/18,19,21
39625	MCM Business Systems	$260.55	Copier Rental/Planning Dept.
39626	Commerce District at Charles Pointe	$342.88	Monthly Association Dues/911
39627	Truist Bank	$150.68	Travel / Deputy Nuzum
39629	A-1 Exterminating Co.	$75.00	Pest Control / 911
39630	UniFirst Corporation	$64.05	Carpeet Runner Rental/911
39634	Dominion Energy of West Virginia	$28.00	WVU Extension Office
39635	Hart Office Solutions	$185.64	Copier Rental / 911
39636	A-1 Exterminating Co.	$173.25	Pest Control / Various Locations
39637	Pace Shredding	$534.45	Pater Shredding/Courthouse
39638	Clarksburg Water Board	$80.50	633 W. Pike St./Property
39640	Hart Office Solutions	$776.64	Black Toner/Sheriff's Depart.
39641	Harrison County Health Department	$400.00	Annual Permit/Park&Rec.
39642	Reep Graphics	$2,511.43	Various T-Shirts&Signs/Parks&Rec
39643	James & Law	$711.18	Energy Express Supplies/Park&Rec
39644	Marsh Hardware & Builder Supply	$172.10	Good Hope Project/Park&Rec
39645	Sandy's True Value	$13.55	Supplies / Park & Rec.
39646	McCarthy's Portable Toilets	$1,075.00	Rentals/Various Parks/Park&Rec
39647	Lowes Home Center	$218.70	Supplies / Park & Rec.
39648	Clayman & Associates	$1,150.00	State vs.DeJesus/Pros.Atty
39649	Truist Bank	$8,942.68	Various Charges/Pros.Atty
39650	Cahill Paint Co.	$5,352.50	
39652	Benny's Boot Hill	$116.91	Safety Toe Shoes/S.Mikes/Process
39653	Frontier Communications	$14.13	Service Courthouse
39654	Mon Power	$600.01	Shinnston Tower / 911
39655	Sandy's True Value	$16.18	Maintenance Supplies/Courthouse
39656	UniFirst Corporation	$513.96	Carpet Runner Rental /Courthouse

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39657	U S Cellular	$180.59	Cellular Account / Co. Commission
39658	Hart Office Solutions	$645.10	Printer Cartridges/ 911
39659	Truist Bank	$171.91	Amazon / Law Enforcement
39662	MVB Bank	$6,533.23	609 W.Main St. Payment
39663	Dominion Energy of West Virginia	$37.09	Service Animal Control
39664	Mon Power	$666.99	Service Salem Tower
39665	Mon Power	$178.41	Service Animal Control
39666	State Tax Department	$11,052.19	Accumulated Charges Oct.Nov.Dec.2021
39667	Tara Hodge	$9.36	Mileage Reimbursement/A.C
39671	Neel Fence Co.	$6,200.00	Backstop&Fence Repairs/Park & Rec.
39676	Shoe Carnival	$89.99	Safety Toe Shoes/Robert/Process
39677	Zach Mealey	$10.00	Toll Reimbursement/Law Enfo
39678	Shaffer's Painting Co.	$3,439.00	Various Brochures/Assessor
39679	WV Association of Counties	$240.00	Board Meeting/Assessor
39680	InfoUSA Marketing	$584.00	Polk City Directory/Assessor
39684	Mon Power	$1,172.71	Park & Rec. Complex
39685	Mon Power	$253.21	WVU Extension Office
39686	JD'S General Contracting	$4,100.00	Home Team Dug Out /Summit Park
39688	The Thrasher Group	$7,160.00	Harrison Co. Rail Trail Eng.of Record
39689	MCM Business Systems	$369.00	Various Copier Rentals/Courthouse
39691	John Deere Financial	$569.75	Animal Food / Animal Control
39692	John Deere Financial	$147.00	Crossbow Weed Killer / 911
39693	JD'S General Contracting	$4,100.00	Visiting Team Dug Out /Summit Park
WVU Extension	John Wickline	$285.60	Travel Reimbursement
County Commission	General Fund	$2,025.75	Reimbursement/General Fund
County Commission	General Fund	$34,000.00	Reimbursement/Home Confine. Salaries
County Commission	General Fund	$5,203.37	Reimbursement/Magis.Clerk Salary
County Clerk	The Water Shop	$31.50	Water Service
County Clerk	Avenue Insights & Analytics	$8,065.16	Pace Software Maintenance Fees
County Clerk	Complied Technologies	$500.00	Vitals Paper - Birth (2000 Sheets)
	Total	$393,515.72	

6-A
See Exhibit A

Exonerations

EXHIBIT A

PP 170 David S. & Joyce E. Henderson

PP 171 Michael Joseph & Tina M. Marvin

PP170

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 22nd day of June, 2022 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **HENDERSON DAVID S & JOYCE E** whose address is, 64 STATION ST SHINNSTON, WV 26431-1460, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **9705** on **2019 FORD ESCAPE**, Class **3/4** in **CLAY-SHINNSTON**, 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 **9705**. 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 2019 Ford, the vehicle was assessed and paid on the business account #1708897. Cancel this ticket and mark improper for the 2021 tax year.

District: **06 - CLAY-SHINNSTON**
Account No. **3076404**
Ticket No. **600000064**
Tax Year **2021**

Amount Exonerated: $298.80

PRESENT: Prosecuting Attorney
(or)
PRESENT: Tax Commissioner

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

PP 171

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 06th day of July, 2022 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **MARVIN MICHAEL JOSEPH & TINA M** whose address is, 2441 TENMILE RD WALLACE, WV 26448, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **16851** on **2000 Ford F150**, Class **3/4** in **SARDIS**, Harrison County, West Virginia, which should have been assessed at **15582**, Class **3/4** in and for the year **2021**, resulting in a difference in assessed value of **1269**. 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 2000 Ford, the vehicle was replaced with a 91 Ford F250 assessed on a supplemental tax ticket. Exonerate a value of 1269 at a class 3 rate of levy to correct the overcharge. Please remove the 00 Ford F150 (1269) from the vehicle description.

District: **14 - SARDIS**
Account No. **3005466**
Ticket No. **1400000005 -S**
Tax Year **2021**

Amount Exonerated: $29.55

PRESENT: Prosecuting Attorney
(or)

PRESENT: Tax Commissioner

APPROVED: President, County Commission

ATTEST: County Clerk

ORDER ENTERED TO STATE AUDITOR

ASSESSOR

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: # 68
(2) Rycon Construction
2501 Smallman Street
Pittsburg, PA 15222
(3) Amount: $717,891.46

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 $717,891.46 of which has previously been paid, and $1,468,036.68 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 #68

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Reimbursement to Issuer or Harrison County Commission:

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

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

	Vendor	Description of Expense	Approval Date	Amount
a.	Rycon Construction	Site Work	29-Jun-22	$717,891.46
b.				
c.				
d.				
e.				
f.				
Total				$ 717,891.46

(3) Total amount of disbursements pursuant to this Requisition: $ 717,891.46

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

Approval Signature

Date

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:	PROJECT:	APPLICATION NO: 18	Distribution to:
Harrison County Commision	**Harrison County GSB**		☐ OWNER
301 West Main Street	Clarksburg, WV		☐ ARCHITECT
Clarksburg, WV 26301	General Services Administration Building	PERIOD FROM: 05/01/22	☐ CONTRACTOR
		PERIOD TO: 05/31/22	☐
FROM CONTRACTOR:	VIA ARCHITECT:		☐
Rycon Construction, Inc.	**Sillings Associates, Inc**		
2501 Smallman Street	405 Capitol Street, Upper Atrium	PROJECT NOS: 4013	
Pittsburgh, PA 15222	Charleston, WV 25301		

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM			$ 15,458,000.00
2. Net change by Change Orders			$ 328,310.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)			$ 15,786,310.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)			$ 15,226,682.45
5. RETAINAGE:			
a. 6% of Completed Work (Column D + E on G703)	$ 908,409.13		
b. 0 % of Stored Material (Column F on G703)	$		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)			$ 908,409.13
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)			$ 14,318,273.32
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)			$ 13,600,381.86
8. CURRENT PAYMENT DUE			$ 717,891.46
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)			$ 1,468,036.68

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$233,953.00	$0.00
Total approved this Month	$94,357.00	$0.00
TOTALS	$328,310.00	$0.00
NET CHANGES by Change Order	$328,310.00	

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

CONTRACTOR:

By: Vena DiVirgilio, AP/AR Manager Date: 5/27/22

State of: Pennsylvania County of: Allegheny
Subscribed and sworn to before me this 27th day of May ,2022
Notary Public:
My Commission expires: 9/6/25

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED ..... $ 717,891.46

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

ARCHITECT:

By: Date: 6-3-2022

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

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

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

Commonwealth of Pennsylvania - Notary Seal
Emily Leberfinger, Notary Public
Allegheny County
My commission expires September 6, 2025
Commission number 1407102
Member, Pennsylvania Association of Notaries

CONTINUATION SHEET

AIA DOCUMENT G703

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

APPLICATION NO: 18
APPLICATION DATE: 05/01/22
PERIOD TO: 05/31/22
ARCHITECT'S PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
01	Building Permit	$30,000.00	$30,000.00	$0.00		$30,000.00	100.00%	$0.00	$1,789.77
02	P&P Bond	$149,524.00	$149,524.00	$0.00		$149,524.00	100.00%	$0.00	$8,920.46
03	Builders Risk Inurance	$16,447.00	$16,447.00	$0.00		$16,447.00	100.00%	$0.00	$981.21
04	General Liabilities Insurance	$46,370.00	$46,370.00	$0.00		$46,370.00	100.00%	$0.00	$2,766.39
05	General Conditions	$826,306.00	$818,042.94	$4,200.00		$822,242.94	99.51%	$4,063.06	$49,054.22
06	Earthwork/Utilities - Mobilization	$35,020.00	$35,020.00	$0.00		$35,020.00	100.00%	$0.00	$2,089.26
06a	Earthwork/Utilities - Demo Concrete/Asphalt	$21,130.00	$21,130.00	$0.00		$21,130.00	100.00%	$0.00	$1,260.60
06b	Earthwork/Utilities - Bulk Excavation/Backfill	$229,050.00	$229,050.00	$0.00		$229,050.00	100.00%	$0.00	$13,664.90
06c	Earthwork/Utilities - Demo Sanitary Lines	$12,390.00	$12,390.00	$0.00		$12,390.00	100.00%	$0.00	$739.18
06d	Earthwork/Utilities - Domestic/Fireline Service	$29,440.00	$29,440.00	$0.00		$29,440.00	100.00%	$0.00	$1,756.36
06e	Earthwork/Utilities - New Sanitary Lines	$263,725.00	$263,725.00	$0.00		$263,725.00	100.00%	$0.00	$15,733.58
06f	Earthwork/Utilities - Roof Drain Piping	$15,140.00	$15,140.00	$0.00		$15,140.00	100.00%	$0.00	$903.24
06g	Earthwork/Utilities - Relocate Storm Catch Basin	$10,000.00	$10,000.00	$0.00		$10,000.00	100.00%	$0.00	$596.59
06h	Earthwork/Utilities - Exc/Backfill UT&C Trench	$23,500.00	$23,500.00	$0.00		$23,500.00	100.00%	$0.00	$1,401.99
06i	Earthwork/Utilities - Allowance Overexcavation	$61,000.00	$61,000.00	$0.00		$61,000.00	100.00%	$0.00	$3,639.20
07	Termite Control	$5,000.00	$5,000.00	$0.00		$5,000.00	100.00%	$0.00	$298.30
08	Asphalt/Bumpers	$37,000.00	$0.00	$0.00		$0.00	0.00%	$37,000.00	$0.00
09	Building Concrete-Foundation Exc/Backfill	$25,000.00	$25,000.00	$0.00		$25,000.00	100.00%	$0.00	$1,491.48
09a	Concrete Footings/Grade Beams	$214,000.00	$214,000.00	$0.00		$214,000.00	100.00%	$0.00	$12,767.03
09b	Concrete Elevator Pit Slabs	$9,000.00	$9,000.00	$0.00		$9,000.00	100.00%	$0.00	$536.93
09c	Concrete Piers	$98,000.00	$98,000.00	$0.00		$98,000.00	100.00%	$0.00	$5,846.59
09d	Concrete Walls/Haunch	$459,100.00	$459,100.00	$0.00		$459,100.00	100.00%	$0.00	$27,389.46
09e	Concrete Slab on Grade	$146,000.00	$146,000.00	$0.00		$146,000.00	100.00%	$0.00	$8,710.22
09f	Concrete Slab on Deck - First Floor	$108,000.00	$108,000.00	$0.00		$108,000.00	100.00%	$0.00	$6,443.18
09g	Concrete Slab on Deck - Second Floor	$109,000.00	$109,000.00	$0.00		$109,000.00	100.00%	$0.00	$6,502.83
09h	Concrete Slab on Deck - Third Floor	$105,000.00	$105,000.00	$0.00		$105,000.00	100.00%	$0.00	$6,264.20
09i	Concrete Slab on Deck - Roof	$24,000.00	$24,000.00	$0.00		$24,000.00	100.00%	$0.00	$1,431.82
09j	Concrete Column Encasements	$6,500.00	$6,500.00	$0.00		$6,500.00	100.00%	$0.00	$387.78
09k	Concrete Frost Slabs	$8,400.00	$4,200.00	$0.00		$4,200.00	50.00%	$4,200.00	$250.57
09l	Concrete Pan Stair Infill	$23,000.00	$23,000.00	$0.00		$23,000.00	100.00%	$0.00	$1,372.16
09m	Concrete C.I.P. Stairs	$30,000.00	$0.00	$0.00		$0.00	0.00%	$30,000.00	$0.00
09n	Concrete Sidewalks/HC Ramps/Curbs	$80,000.00	$24,000.00	$0.00		$24,000.00	30.00%	$56,000.00	$1,431.82
09o	Concrete - Install Bollards	$6,000.00	$3,000.00	$0.00		$3,000.00	50.00%	$3,000.00	$178.98
09p	Concrete Seat Walls/Ftg	$17,000.00	$0.00	$0.00		$0.00	0.00%	$17,000.00	$0.00
09q	Concrete House Keeping Pads	$10,000.00	$10,000.00	$0.00		$10,000.00	100.00%	$0.00	$596.59
09r	Concrete B & O Tax	$28,000.00	$25,480.00	$0.00		$25,480.00	91.00%	$2,520.00	$1,520.11
10	Masonry/Stonework - Mobilize & Submittals	$27,500.00	$27,500.00	$0.00		$27,500.00	100.00%	$0.00	$1,640.62

CONTINUATION SHEET

AIA DOCUMENT G703

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Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 18
APPLICATION DATE: 05/01/22
PERIOD TO: 05/31/22
ARCHITECT'S PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
10a	Masonry - Stair B CMU	$155,000.00	$155,000.00	$0.00		$155,000.00	100.00%	$0.00	$9,247.15
10b	Masonry - Interior CMU Walls	$226,000.00	$226,000.00	$0.00		$226,000.00	100.00%	$0.00	$13,482.94
10c	Masonry - Brick Veneer	$660,000.00	$646,800.00	$13,200.00		$660,000.00	100.00%	$0.00	$39,374.96
10d	Masonry - Precast Veneer	$723,500.00	$643,915.00	$36,175.00		$680,090.00	94.00%	$43,410.00	$40,573.51
10e	Masonry - Ramp @ Front Sidewalk	$48,000.00	$0.00	$0.00		$0.00	0.00%	$48,000.00	$0.00
11	Structural Steel Sequence # 1 Detailing	$14,690.00	$14,690.00	$0.00		$14,690.00	100.00%	$0.00	$876.39
11a	Structural Steel Sequence # 1 Structural Stl	$219,240.00	$219,240.00	$0.00		$219,240.00	100.00%	$0.00	$13,079.65
11b	Structural Steel Sequence # 1 Erection	$144,716.00	$144,716.00	$0.00		$144,716.00	100.00%	$0.00	$8,633.62
11c	Structural Steel Sequence # 1 Decking	$30,854.00	$30,854.00	$0.00		$30,854.00	100.00%	$0.00	$1,840.72
11d	Structural Steel Sequence # 2 Detailing	$14,690.00	$14,690.00	$0.00		$14,690.00	100.00%	$0.00	$876.39
11e	Structural Steel Sequence # 2 Structural Stl	$219,240.00	$219,240.00	$0.00		$219,240.00	100.00%	$0.00	$13,079.65
11f	Structural Steel Sequence # 2 Erection	$144,716.00	$144,716.00	$0.00		$144,716.00	100.00%	$0.00	$8,633.62
11g	Structural Steel Sequence # 2 Decking	$30,854.00	$30,854.00	$0.00		$30,854.00	100.00%	$0.00	$1,840.72
11h	Structural Steel Sequence # 3 Detailing	$14,690.00	$14,690.00	$0.00		$14,690.00	100.00%	$0.00	$876.39
11i	Structural Steel Sequence # 3 Structural Stl	$219,240.00	$219,240.00	$0.00		$219,240.00	100.00%	$0.00	$13,079.65
11j	Structural Steel Sequence # 3 Erection	$144,716.00	$144,716.00	$0.00		$144,716.00	100.00%	$0.00	$8,633.62
11k	Structural Steel Sequence # 3 Decking	$30,854.00	$30,854.00	$0.00		$30,854.00	100.00%	$0.00	$1,840.72
11l	Structural Steel Sequence # 4 Detailing	$14,690.00	$14,690.00	$0.00		$14,690.00	100.00%	$0.00	$876.39
11m	Structural Steel Sequence # 4 Structural Stl	$219,240.00	$219,240.00	$0.00		$219,240.00	100.00%	$0.00	$13,079.65
11n	Structural Steel Sequence # 4 Erection	$144,716.00	$144,716.00	$0.00		$144,716.00	100.00%	$0.00	$8,633.62
11o	Structural Steel Sequence # 4 Decking	$30,854.00	$30,854.00	$0.00		$30,854.00	100.00%	$0.00	$1,840.72
12	Misc Metals; SS1 Stairs	$23,484.00	$23,484.00	$0.00		$23,484.00	100.00%	$0.00	$1,401.03
12a	Misc Metals; PS1 Stairs	$34,359.00	$34,359.00	$0.00		$34,359.00	100.00%	$0.00	$2,049.82
12b	Misc Metals; PS2 Stairs	$56,110.00	$56,110.00	$0.00		$56,110.00	100.00%	$0.00	$3,347.47
12c	Misc Metals; Day Report Stair	$10,875.00	$10,875.00	$0.00		$10,875.00	100.00%	$0.00	$648.79
12d	Misc Metals; Misc Ladders	$8,000.00	$8,000.00	$0.00		$8,000.00	100.00%	$0.00	$477.27
12e	Misc Metals; Misc handrails	$5,000.00	$0.00	$0.00		$0.00	0.00%	$5,000.00	$0.00
12f	Misc Metals Shop Drawings	$7,172.00	$7,172.00	$0.00		$7,172.00	100.00%	$0.00	$427.87
13	Rough Carpentry	$116,258.00	$116,258.00	$0.00		$116,258.00	100.00%	$0.00	$6,935.84
14	Finish Carpentry	$240,000.00	$230,400.00	$9,600.00		$240,000.00	100.00%	$0.00	$14,318.17
15	Water Proofing	$53,000.00	$53,000.00	$0.00		$53,000.00	100.00%	$0.00	$3,161.93
16	Spray Applied Insulation	$66,000.00	$0.00	$66,000.00		$66,000.00	100.00%	$0.00	$3,937.50
17	Fluid Applied Air Barrier	$84,000.00	$84,000.00	$0.00		$84,000.00	100.00%	$0.00	$5,011.36
18	EPDM Roofing	$180,000.00	$162,000.00	$0.00		$162,000.00	90.00%	$18,000.00	$9,664.76
19	Metal Composite Wall Panels	$37,000.00	$22,200.00	$0.00		$22,200.00	60.00%	$14,800.00	$1,324.43
20	Spray on Fire Proofing	$29,000.00	$29,000.00	$0.00		$29,000.00	100.00%	$0.00	$1,730.11
21	Caulking & Sealants	$14,500.00	$0.00	$6,525.00		$6,525.00	45.00%	$7,975.00	$389.28

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APPLICATION DATE: 05/01/22
PERIOD TO: 05/31/22
ARCHITECT'S PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
22	Doors/Frames/Hardware - Material	$270,000.00	$243,000.00	$13,500.00		$256,500.00	95.00%	$13,500.00	$15,302.54
22a	Doors/Frames/Hardware - Labor	$88,000.00	$69,520.00	$14,080.00		$83,600.00	95.00%	$4,400.00	$4,987.50
23	Rolling Grilles	$27,000.00	$0.00	$0.00		$0.00	0.00%	$27,000.00	$0.00
24	Accordian Partitions	$8,000.00	$0.00	$0.00		$0.00	0.00%	$8,000.00	$0.00
25	Accordian Firedoors	$60,000.00	$51,930.00	$0.00		$51,930.00	86.55%	$8,070.00	$3,098.09
26	Aluminum Storefronts & Glass	$496,000.00	$471,200.00	$14,880.00		$486,080.00	98.00%	$9,920.00	$28,999.06
27	Drwyall & ACT - Mobilization	$45,195.00	$45,195.00	$0.00		$45,195.00	100.00%	$0.00	$2,696.29
27a	Drywall & ACT - Shop Drawings	$16,720.00	$16,720.00	$0.00		$16,720.00	100.00%	$0.00	$997.50
27b	Drywall - Basement Interior Framing (L)	$6,013.00	$6,013.00	$0.00		$6,013.00	100.00%	$0.00	$358.73
27b1	Drywall - Basement Interior Framing (M)	$4,347.00	$4,347.00	$0.00		$4,347.00	100.00%	$0.00	$259.34
27b2	Drywall - Basement Insulation/Drywall Hang (L)	$9,480.00	$9,480.00	$0.00		$9,480.00	100.00%	$0.00	$565.57
27b3	Drywall - Basement Insulation/Drywall Hang (M)	$7,482.00	$7,482.00	$0.00		$7,482.00	100.00%	$0.00	$446.37
27b4	Drywall - Basement Drywall Finish (L)	$7,538.00	$7,538.00	$0.00		$7,538.00	100.00%	$0.00	$449.71
27b5	Drywall - Basement Drywall Finish (M)	$529.00	$529.00	$0.00		$529.00	100.00%	$0.00	$31.56
27b6	Drywall - Basement ACT Ceilings (L)	$3,816.00	$3,434.40	$381.60		$3,816.00	100.00%	$0.00	$227.66
27b7	Drywall - Basement ACT Ceiling (M)	$5,362.00	$5,362.00	$0.00		$5,362.00	100.00%	$0.00	$319.89
27c	Drywall - 1st Floor Interior Framing (L)	$53,486.00	$53,486.00	$0.00		$53,486.00	100.00%	$0.00	$3,190.92
27c1	Drywall - 1st Floor Interior Framing (M)	$25,864.00	$25,864.00	$0.00		$25,864.00	100.00%	$0.00	$1,543.02
27c2	Drywall - 1st Floor Insulation/Drywall Hang (L)	$83,686.00	$83,686.00	$0.00		$83,686.00	100.00%	$0.00	$4,992.63
27c3	Drywall - 1st Floor Insulation/Drywall Hang (M)	$55,478.00	$55,478.00	$0.00		$55,478.00	100.00%	$0.00	$3,309.76
27c4	Drywall - 1st Floor Drywall Finish (L)	$60,670.00	$60,670.00	$0.00		$60,670.00	100.00%	$0.00	$3,619.51
27c5	Drywall - 1st Floor Drywall Finish (M)	$5,060.00	$5,060.00	$0.00		$5,060.00	100.00%	$0.00	$301.87
27c6	Drywall - 1st Floor ACT Ceiling (L)	$29,900.00	$29,900.00	$0.00		$29,900.00	100.00%	$0.00	$1,783.81
27c7	Drywall - 1st Floor ACT Ceiling (M)	$49,024.00	$49,024.00	$0.00		$49,024.00	100.00%	$0.00	$2,924.72
27d	Drywall - 2nd Floor Interior Framing (L)	$59,567.00	$59,567.00	$0.00		$59,567.00	100.00%	$0.00	$3,553.71
27d1	Drywall - 2nd Floor Interior Framing (M)	$26,694.00	$26,694.00	$0.00		$26,694.00	100.00%	$0.00	$1,592.54
27d2	Drywall - 2nd Floor Insulation/Drywall Hang (L)	$86,354.00	$86,354.00	$0.00		$86,354.00	100.00%	$0.00	$5,151.80
27d3	Drywall - 2nd Floor Insulation/Drywall Hang (M)	$52,512.00	$52,512.00	$0.00		$52,512.00	100.00%	$0.00	$3,132.82
27d4	Drywall - 2nd Floor Drywall Finish (L)	$60,063.00	$60,063.00	$0.00		$60,063.00	100.00%	$0.00	$3,583.30
27d5	Drywall - 2nd Floor Drywall Finish (M)	$5,230.00	$5,230.00	$0.00		$5,230.00	100.00%	$0.00	$312.02
27d6	Drywall - 2nd Floor ACT Ceiling (L)	$31,948.00	$25,558.40	$6,389.60		$31,948.00	100.00%	$0.00	$1,905.99
27d7	Drywall - 2nd Floor ACT Ceiling (M)	$50,048.00	$50,048.00	$0.00		$50,048.00	100.00%	$0.00	$2,985.82
27e	Drywall - 3ed Floor Interior Framing (L)	$46,538.00	$46,538.00	$0.00		$46,538.00	100.00%	$0.00	$2,776.41
27e1	Drywall - 3rd Floor Interior Framing (M)	$22,829.00	$22,829.00	$0.00		$22,829.00	100.00%	$0.00	$1,361.96
27e2	Drywall - 3rd Floor Insulation/Drywall Hang (L)	$80,746.00	$80,746.00	$0.00		$80,746.00	100.00%	$0.00	$4,817.23
27e3	Drywall - 3rd Floor Insulation/Drywall Hang (M)	$55,669.00	$55,669.00	$0.00		$55,669.00	100.00%	$0.00	$3,321.16
27e4	Drywall - 3rd Floor Drywall Finish (L)	$65,130.00	$65,130.00	$0.00		$65,130.00	100.00%	$0.00	$3,885.59

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APPLICATION DATE: 05/01/22
PERIOD TO: 05/31/22
ARCHITECT'S PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
27e5	Drywall - 3rd Floor Drywall Finish (M)	$4,725.00	$4,725.00	$0.00		$4,725.00	100.00%	$0.00	$281.89
27e6	Drywall - 3rd Floor ACT Ceiling (L)	$25,356.00	$20,284.80	$1,267.80		$21,552.60	85.00%	$3,803.40	$1,285.81
27e7	Drywall - 3rd Floor ACT Ceiling (M)	$50,438.00	$50,438.00	$0.00		$50,438.00	100.00%	$0.00	$3,009.08
27f	Drywall - Exterior Framing (L)	$123,395.00	$123,395.00	$0.00		$123,395.00	100.00%	$0.00	$7,361.63
27f1	Drywall - Exterior Framing (M)	$112,108.00	$112,108.00	$0.00		$112,108.00	100.00%	$0.00	$6,688.25
28	Ceramic Tile	$293,000.00	$249,050.00	$29,300.00		$278,350.00	95.00%	$14,650.00	$16,606.09
29	Carpet/VCT	$280,000.00	$196,000.00	$70,000.00		$266,000.00	95.00%	$14,000.00	$15,869.30
30	Painting	$140,000.00	$91,000.00	$21,000.00		$112,000.00	80.00%	$28,000.00	$6,681.81
31	Signage and Plaques	$79,000.00	$54,700.00	$0.00		$54,700.00	69.24%	$24,300.00	$3,263.35
32	Toilet Partitions	$12,000.00	$10,800.00	$1,200.00		$12,000.00	100.00%	$0.00	$715.91
33	Wal/Door Protection	$13,000.00	$0.00	$11,700.00		$11,700.00	90.00%	$1,300.00	$698.01
34	Toilet Accessories	$17,000.00	$14,450.00	$2,550.00		$17,000.00	100.00%	$0.00	$1,014.20
35	Fire Extinguishers & Cabinets	$6,500.00	$4,225.00	$0.00		$4,225.00	65.00%	$2,275.00	$252.06
36	Metal Lockers	$8,000.00	$6,400.00	$1,600.00		$8,000.00	100.00%	$0.00	$477.27
37	Flag Pole	$2,900.00	$0.00	$0.00		$0.00	0.00%	$2,900.00	$0.00
38	Window Shades	$30,000.00	$0.00	$26,400.00		$26,400.00	88.00%	$3,600.00	$1,575.00
39	Pews	$12,000.00	$0.00	$12,000.00		$12,000.00	100.00%	$0.00	$715.91
40	Elevators	$183,000.00	$146,400.00	$27,450.00		$173,850.00	95.00%	$9,150.00	$10,371.72
41	Vertical Platform Lift	$28,000.00	$28,000.00	$0.00		$28,000.00	100.00%	$0.00	$1,670.45
42	Fire Protection - Design	$24,000.00	$24,000.00	$0.00		$24,000.00	100.00%	$0.00	$1,431.82
42a	Fire Protection - Permits	$3,000.00	$3,000.00	$0.00		$3,000.00	100.00%	$0.00	$178.98
42b	Fire Protection - Mobilization	$10,500.00	$10,500.00	$0.00		$10,500.00	100.00%	$0.00	$626.42
42c	Fire Protection - Basement	$41,125.00	$37,012.50	$2,056.25		$39,068.75	95.00%	$2,056.25	$2,330.80
42d	Fire Protection - First Floor	$41,125.00	$39,068.75	$1,233.75		$40,302.50	98.00%	$822.50	$2,404.41
42e	Fire Protection - Second Floor	$41,125.00	$39,068.75	$1,233.75		$40,302.50	98.00%	$822.50	$2,404.41
42f	Fire Protection - Third Floor	$41,125.00	$39,068.75	$1,233.75		$40,302.50	98.00%	$822.50	$2,404.41
42g	Fire Protection - Riser	$6,500.00	$6,175.00	$195.00		$6,370.00	98.00%	$130.00	$380.03
42h	Fire Protection - Test	$1,500.00	$0.00	$0.00		$0.00	0.00%	$1,500.00	$0.00
43	Plumbing - Mobilization	$7,225.00	$7,225.00	$0.00		$7,225.00	100.00%	$0.00	$431.04
43a	Plumbing - B&O Tax	$8,640.00	$8,208.00	$0.00		$8,208.00	95.00%	$432.00	$489.68
43b	Plumbing - Supervision	$15,030.00	$14,278.50	$751.50		$15,030.00	100.00%	$0.00	$896.68
43c	Plumbing - Domestic Water Piping Materials	$30,255.00	$30,255.00	$0.00		$30,255.00	100.00%	$0.00	$1,804.98
43d	Plumbing - Domestic Water Piping Labor	$35,430.00	$35,430.00	$0.00		$35,430.00	100.00%	$0.00	$2,113.72
43e	Plumbing - Sanitary/Storm Piping Materials	$96,620.00	$96,620.00	$0.00		$96,620.00	100.00%	$0.00	$5,764.26
43f	Plumbing - Sanitary/Storm Piping Labor	$71,105.00	$71,105.00	$0.00		$71,105.00	100.00%	$0.00	$4,242.06
43g	Plumbing - Gas Piping Materials	$10,450.00	$10,450.00	$0.00		$10,450.00	100.00%	$0.00	$623.44
43h	Plumbing - Gas Piping Labor	$12,505.00	$12,505.00	$0.00		$12,505.00	100.00%	$0.00	$746.04

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43i	Plumbing - Plumbing Fixtures Material	$91,365.00	$91,365.00	$0.00		$91,365.00	100.00%	$0.00	$5,450.75
43j	Plumbing - Plumbing Fixtures Labor	$11,975.00	$7,185.00	$4,790.00		$11,975.00	100.00%	$0.00	$714.42
43k	Plumbing - Piping Insulation Installation	$41,400.00	$41,400.00	$0.00		$41,400.00	100.00%	$0.00	$2,469.88
44	HVAC - Mobilization	$17,500.00	$17,500.00	$0.00		$17,500.00	100.00%	$0.00	$1,044.03
44a	HVAC - Dafting/Coordination	$38,250.00	$38,250.00	$0.00		$38,250.00	100.00%	$0.00	$2,281.96
44b	HVAC - Basement - Ductwork/Pipe Mtl	$19,350.00	$19,350.00	$0.00		$19,350.00	100.00%	$0.00	$1,154.40
44b1	HVAC - Basement - Ductwork/Piping Labor	$24,325.00	$24,325.00	$0.00		$24,325.00	100.00%	$0.00	$1,451.21
44b2	HVAC - Basement - HVAC Equipment Mtl	$30,650.00	$30,650.00	$0.00		$30,650.00	100.00%	$0.00	$1,828.55
44b3	HVAC - Basement - HVAC Equipment Labor	$10,613.00	$10,613.00	$0.00		$10,613.00	100.00%	$0.00	$633.16
44b4	HVAC - Basement - HVAC Insulation M/L	$26,850.00	$24,165.00	$2,685.00		$26,850.00	100.00%	$0.00	$1,601.84
44b5	HVAC - Basement - HVAC Temp Controls	$21,450.00	$17,160.00	$3,217.50		$20,377.50	95.00%	$1,072.50	$1,215.70
44c	HVAC - First Floor - Ductwork/Pipe Mtl	$48,600.00	$48,600.00	$0.00		$48,600.00	100.00%	$0.00	$2,899.43
44c1	HVAC - First Floor - Ductwork/Piping Labor	$57,444.00	$57,444.00	$0.00		$57,444.00	100.00%	$0.00	$3,427.05
44c2	HVAC - First Floor - HVAC Equipment Mtl	$30,650.00	$30,650.00	$0.00		$30,650.00	100.00%	$0.00	$1,828.55
44c3	HVAC - First Floor - HVAC Equipment Labor	$14,150.00	$14,150.00	$0.00		$14,150.00	100.00%	$0.00	$844.18
44c4	HVAC - First Floor - HVAC Insulation M/L	$44,750.00	$40,275.00	$4,475.00		$44,750.00	100.00%	$0.00	$2,669.74
44c5	HVAC - First Floor - HVAC Temp Controls	$28,600.00	$22,880.00	$4,290.00		$27,170.00	95.00%	$1,430.00	$1,620.94
44d	HVAC - Second Floor- Ductwork/Pipe Mtl	$57,250.00	$57,250.00	$0.00		$57,250.00	100.00%	$0.00	$3,415.48
44d1	HVAC - Second Floor - Ductwork/Piping Lab	$67,506.00	$67,506.00	$0.00		$67,506.00	100.00%	$0.00	$4,027.34
44d2	HVAC - Second Floor - HVAC Equip Mtl	$38,312.00	$38,312.00	$0.00		$38,312.00	100.00%	$0.00	$2,285.66
44d3	HVAC - Second Floor - HVAC Equip Lab	$14,150.00	$14,150.00	$0.00		$14,150.00	100.00%	$0.00	$844.18
44d4	HVAC - Second Floor - HVAC Insulation M/L	$44,750.00	$40,275.00	$4,475.00		$44,750.00	100.00%	$0.00	$2,669.74
44d5	HVAC - Second Floor - HVAC Temp Controls	$28,600.00	$22,880.00	$4,290.00		$27,170.00	95.00%	$1,430.00	$1,620.94
44e	HVAc - Third Floor - Ductwork/Pipe Mtl	$55,488.00	$55,488.00	$0.00		$55,488.00	100.00%	$0.00	$3,310.36
44e1	HVAC - Third Floor - Ductwork/Piping Labor	$67,725.00	$67,725.00	$0.00		$67,725.00	100.00%	$0.00	$4,040.41
44e2	HVAC - Third Floor - HVAC Equipment Mtl	$53,637.00	$53,637.00	$0.00		$53,637.00	100.00%	$0.00	$3,199.93
44e3	HVAC - Third Floor - HVAC Equipment Labor	$14,150.00	$14,150.00	$0.00		$14,150.00	100.00%	$0.00	$844.18
44e4	HVAC - Third Floor - HVAC Insulation M/L	$53,700.00	$48,330.00	$5,370.00		$53,700.00	100.00%	$0.00	$3,203.69
44e5	HVAC - Third Floor - HVAC Temp Controls	$28,600.00	$22,880.00	$4,290.00		$27,170.00	95.00%	$1,430.00	$1,620.94
44f	HVAC - Roof- Piping M/L	$8,713.00	$8,713.00	$0.00		$8,713.00	100.00%	$0.00	$519.81
44f1	HVAC - Roof - HVAC Equipment Mtl	$430,000.00	$430,000.00	$0.00		$430,000.00	100.00%	$0.00	$25,653.38
44f2	HVAC - Roof - HVAC Equipment Labor	$17,687.00	$17,687.00	$0.00		$17,687.00	100.00%	$0.00	$1,055.19
44f3	HVAC - Roof - HVAC Insulation M/L	$8,050.00	$8,050.00	$0.00		$8,050.00	100.00%	$0.00	$480.26
44f4	HVAC - Roof - HVAC Temp Controls	$35,750.00	$28,600.00	$5,362.50		$33,962.50	95.00%	$1,787.50	$2,026.17
44g	HVAC - Testing & Balancing	$27,750.00	$0.00	$0.00		$0.00	0.00%	$27,750.00	$0.00
45	Electrical - Mobilization/Temporary	$41,355.00	$40,527.90	$827.10		$41,355.00	100.00%	$0.00	$2,467.20
45a	Electrical - Underground UT&C Duct Bank	$34,368.00	$34,368.00	$0.00		$34,368.00	100.00%	$0.00	$2,050.36

CONTINUATION SHEET

AIA DOCUMENT G703

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

APPLICATION NO: 18
APPLICATION DATE: 05/01/22
PERIOD TO: 05/31/22
ARCHITECT'S PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
45b	Electrical - Lighting Fixtures Package (M)	$254,072.00	$254,072.00	$0.00		$254,072.00	100.00%	$0.00	$15,157.69
45c	Electrical - Lighting Fixtures Package (L)	$181,177.00	$144,941.60	$23,553.01		$168,494.61	93.00%	$12,682.39	$10,052.23
45d	Electrical - Switchgear Package (M)	$180,805.00	$180,805.00	$0.00		$180,805.00	100.00%	$0.00	$10,786.65
45e	Electrical - Switchgear Package (L)	$108,563.00	$108,563.00	$0.00		$108,563.00	100.00%	$0.00	$6,476.76
45f	Electrical - Emergency Generator Package	$170,845.00	$170,845.00	$0.00		$170,845.00	100.00%	$0.00	$10,192.45
45g	Electrical - Fire Alarm Package (M)	$91,621.00	$82,458.90	$9,162.10		$91,621.00	100.00%	$0.00	$5,466.02
45h	Electrical - Fire Alearm Package (L)	$58,440.00	$46,752.00	$11,688.00		$58,440.00	100.00%	$0.00	$3,486.47
45i	Electrical - Data/CCTV Package (M)	$309,499.00	$247,599.20	$61,899.80		$309,499.00	100.00%	$0.00	$18,464.41
45j	Electrical - Data/CCTV Package (L)	$56,717.00	$45,373.60	$8,507.55		$53,881.15	95.00%	$2,835.85	$3,214.50
45k	Electrical - Door Access Package (M)	$62,887.00	$50,309.60	$9,433.05		$59,742.65	95.00%	$3,144.35	$3,564.19
45l	Electrical - Door Access Package (L)	$17,105.00	$13,684.00	$2,565.75		$16,249.75	95.00%	$855.25	$969.44
45m	Electrical - Branch Power (M)	$25,590.00	$25,590.00	$0.00		$25,590.00	100.00%	$0.00	$1,526.67
45n	Electrical - Branch Power (L)	$93,183.00	$83,864.70	$9,318.30		$93,183.00	100.00%	$0.00	$5,559.21
45o	Electrical - Mechanical Equip Power Wiring (M)	$25,590.00	$25,590.00	$0.00		$25,590.00	100.00%	$0.00	$1,526.67
45p	Electrical - Mechanical Equip Power Wiring (L)	$93,183.00	$83,864.70	$9,318.30		$93,183.00	100.00%	$0.00	$5,559.21
46	B&O Tax	$303,800.00	$280,894.00	$12,136.00		$293,030.00	96.45%	$10,770.00	$17,481.89
47	CO #01-Sitework, Electrical	$50,800.00	$42,383.00	$0.00		$42,383.00	83.43%	$8,417.00	$2,528.53
48	CO #02 - Sitework Unsuitable	$136,975.00	$136,975.00	$0.00		$136,975.00	100.00%	$0.00	$8,171.80
49	CO #03 - UT&C, Temp. Under Drain Waterproofing	$9,876.00	$9,876.00	$0.00		$9,876.00	100.00%	$0.00	$589.19
50	CO #04 - Refrigerated Bottle Fillers	$9,540.00	$5,724.00	$3,816.00		$9,540.00	100.00%	$0.00	$569.15
51	CO #05 - Extend UT&C Conduits & Fiber	$26,762.00	$0.00	$26,762.00		$26,762.00	100.00%	$0.00	$1,596.60
52	CO #06 Suitable Sols Exc.	$51,291.00	$0.00	$51,291.00		$51,291.00	100.00%	$0.00	$3,059.97
53	CO #07 Add Camera's & TV/Data Outlets	$15,865.00	$0.00	$15,865.00		$15,865.00	100.00%	$0.00	$946.49
54	CO #08 Camera R.I., Add Casework & Door	$27,201.00	$0.00	$13,600.50		$13,600.50	50.00%	$13,600.50	$811.39
	GRAND TOTALS	$15,786,310.00	$14,517,590.99	$709,091.46	$0.00	$15,226,682.45	96.45%	$559,627.55	$908,409.13

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

PARTIAL WAIVER AND RELEASE OF LIENS
AND INDEMNITY AGREEMENT – CONTRACTOR

State of Pennsylvania
County of Allegheny

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

Total Contract Value	$ 15,786,310.00
Total Previous Certificates for Payment	$ 13,600,381.86
Total Amount Claimed due in Pending Application	$ 717,891.46

Contingent upon payment of the amount claimed due of **$ 717,891.46** to, or for the benefit of Contractor, Contractor does hereby release Owner, the Project and the premises upon which the Project is located and any and all improvements thereon ("Property") from any and all claims, liens and/or rights to lien up to the amount paid to date, including the amount claimed due herein.

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

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

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

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

Signed and delivered this 27 day of May, 2022.

Signed: Dena DiVirgilio

Print: Dena DiVirgilio, AP/AR Manager

ACKNOWLEDGEMENT

State of Pennsylvania
County of Allegheny

Before me, the undersigned Notary Public in and for the said 27th day of May, 2022.

Notary Public: Emily Leberfinger

SEAL

Printed Name: Emily Leberfinger

Commonwealth of Pennsylvania - Notary Seal
Emily Leberfinger, Notary Public
Allegheny County
My commission expires September 6, 2025
Commission number 1407102
Member, Pennsylvania Association of Notaries

{20291 01/384558:}

9

Harrison County Commission

Request to Attend Meeting

Name	Chris Cutright
Department	9-1-1
Destination	Anaheim, CA
Travel Dates	August 4-12, 2022
Reason	Association of Public Safety Communications Officials (APCO) Conference *Rideshare

Total Estimated Cost			$ 1700.00
Transportation			$ 1120.00
Air		$ 1020.00	
Private Vehicle:			
Mileage _____	X .56	$ _____	
Rental Car		$ 100.00*	
Lodging			$ Provided
Registration			$ Provided
Meals (Estimated)			$ 576.00
Incidentals			$ _____

Employee Signature: Chris A Cutright Date: 06/06/2022

Approving Authority: _____ Date: _____
(County Commission or Constitutional Official)

County Commission Action ( ) Approve ( ) Disapprove
Authorized travel within the approved budget by and for other constitutional offices does not require County Commission approval

Date: _____

A8 Form Revised: May 1, 2014

11

WEST VIRGINIA
DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
AGREEMENT
HARRISON REGIONAL INDUSTRIAL PARK INDUSTRIAL ACCESS ROAD
HARRISON COUNTY

THIS AGREEMENT, executed in duplicate, made and entered into this 15th day of June, 2022, by and between the West Virginia Department of Transportation, Division of Highways, hereinafter called "Division," and the Harrison County Commission, 301 West Main Street, Clarksburg, West Virginia 26301, hereinafter called "Commission."

WITNESSETH that,

WHEREAS, Commission desires the participation of Division in the implementation of an Industrial Access Road project that will provide access for the Blue Rock, Inc., and the Harvest Care Medical, L.L.C., facilities within the Harrison Regional Industrial Park (hereinafter "Park") at Bridgeport, Harrison County; and

WHEREAS, Commission has submitted an Industrial Access Road application and has provided assurance to the extent practicable that industrial investment is to occur, and Commission has, by resolution dated July 28, 2021, endorsed and supported the construction of said Industrial Access Road project; and

WHEREAS, Division considers it to be in the public interest to participate in this project, which furthers economic development in West Virginia and promotes a safe and efficient transportation system, and has approved the use of Fiscal Year 2022 Industrial Access Road funds;

NOW, THEREFORE, in consideration of the above premises and in further consideration of the agreement herein set forth by and between the parties hereto, it is mutually agreed as follows:

I. Commission is to submit for Division's review and approval appropriate construction plans and related documents, which collectively are referred to as the "Plans," for the performance of work that will be implemented through Commission and for which Division will utilize Industrial Access Road funds to reimburse actual eligible expenses incurred by Commission. The scope of Commission's work, as it pertains to the State Highway System and which hereinafter is called "IAR Project," is to consist primarily of, but is not necessarily limited to, the construction of a new roadway extending approximately 0.20 mile from CR 50/32 to new industries within the Park. Division reserves the right to require Commission to conduct, at Commission's expense, prior to construction of Project, a public informational meeting regarding IAR Project.

II. As part of submission of Plans, Commission shall provide Division with site plans identifying grading, drainage, access, lot layout, utilities, signing and other pertinent features of the Park. Any signing associated with Park and its tenants shall conform to Division's guidelines and with all pertinent outdoor advertising rules and regulations.

III. The Plans are subject to the review and approval of Division and are to be developed, to the extent practicable, in accordance with Division's current Design Directives, criteria, and guidelines. Division's approvals, if given, shall be in writing.

IV. For IAR Project, Commission shall secure the approvals and/or permits, if any, required by other governmental agencies, and shall comply with all applicable Federal, State, and local environmental laws and regulations. Prior to any reimbursement by Division of any construction costs incurred by Commission for IAR Project, Commission shall furnish Division with acceptable documentation of such approvals, permits, and compliance. Commission shall be responsible for all necessary and appropriate coordination with the North Central West Virginia Airport and the Federal Aviation Administration regarding IAR Project and regarding Park development.

V. The implementation of IAR Project will necessitate the conveyance to Division of right-of-way and easements. All right-of-way and any easements necessary for IAR Project shall be clearly indicated on the approved Plans, which Plans are to include separate Right-of-Way plans that would be prepared by Commission in accordance with Division's Design Directives. Commission shall verify, as part of the development of Right-of-Way plans, ownership of the surface rights and interest sufficient for public highway purposes pertaining to all properties from which additional right-of-way and easements are to be conveyed.

A. Commission shall obtain, in Commission's name and in accordance with Division's acquisition procedures and regulations, from any other property any right-of-way and easements necessary for IAR Project, and Commission agrees to convey to Division from such right-of-way and any easements necessary and associated therewith:

1. including, without limitation, rights of subjacent and lateral support, as indicated on the Plans;
2. free and clear of all encumbrances with covenants of general warranty unless otherwise agreed by Division;
3. waiving its right to payment of just compensation in eminent domain for all property and property interests conveyed, as well as for all damages to the abutting property not conveyed; and
4. subject to the approval of the West Virginia Board of Public Works (hereinafter the "WVBPW").

B. In the event the WVBPW does not approve the donation by Commission to Division and instead requires that Commission be compensated for the right-of-way, Division then may utilize, subject to written concurrence of the Commission, whatever amount of Industrial Access Road funds approved by Division for IAR Project is necessary for Division to acquire, in Division's name and in accordance with Division's acquisition process, the additional right-of-way or easements necessary for IAR Project that otherwise would have been conveyed to Division by Commission. Any cost incurred by Division for appraisals or residential relocations that may be necessary in this event shall be paid utilizing the Industrial Access Road funds approved by Division for the IAR Project. Division shall notify Commission if Division's total cost of acquisition of right-of-way, including any cost to obtain appraisals, is expected to exceed three hundred thousand dollars ($300,000.00).

VI. Prior to Division's acceptance of construction of IAR Project and prior to reimbursement by Division to Commission of more than one hundred thousand dollars ($100,000.00) for

construction costs associated with IAR Project, Commission shall convey or shall cause to be conveyed to Division, the right-of-way and any easements necessary and associated therewith:

A. including, without limitation, rights of subjacent and lateral support, as indicated on the Plans;

B. free and clear of all encumbrances with covenants of general warranty unless otherwise agreed by Division; and

C. waiving its right to payment of just compensation in eminent domain for all property and property interests conveyed, as well as for all damages to the abutting property not conveyed.

VII. Commission is to provide for Division's review and approval appropriate legal descriptions and plats, prepared in accordance with Division's Design Directives, necessary to allow the conveyance to Division of right-of-way. After the legal descriptions and plats have been approved by Division, Division then shall prepare and cause to be recorded appropriate conveyance documents in the Office of the County Clerk.

VIII. Prior to construction of IAR Project, Commission shall be responsible for ensuring that all necessary relocation or adjustment of utilities associated with IAR Project is completed. Division shall bear none of the cost of such relocation or adjustment, or installation of any new utility within Park. All utility work within Division's right-of-way shall be performed in accordance with the West Virginia Division of Highways manual entitled, "Accommodation of Utilities on Highway Right of Way and Adjustment and Relocation of Utility Facilities on Highway Projects, June 2007," or later version.

IX. Commission may install utilities as part of construction of IAR Project, however Commission shall be responsible for all utility costs for such construction and Division shall have no financial obligation for the cost of utility installation. If Commission installs or allows to be installed any such utility prior to acquisition by Division of the right-of-way associated with IAR Project, Division shall have no financial obligations or liability regarding any relocation of such utility that may be necessary in the future, nor any liability in eminent domain or otherwise for any taking of or damage to the Commission's facilities, and Commission agrees that Commission shall be entirely responsible for such financial obligations, including any cost of design/engineering, construction, inspection, traffic control and any other activities necessary for such relocation. All occupancy of Division's right-of-way must be in accordance with the Division's policies and rules governing accommodation of utilities, except as may be provided in this Agreement.

X. After receipt of Division's written approval of the Plans pertaining to IAR Project, after Commission obtains from Division an approved encroachment permit, and after Division provides to Commission authorization to proceed with construction and related work, Commission then shall administer the construction of IAR Project by:

A. advertising a construction contract for competitive bid, which contract shall include provisions regarding the payment by Commission of any applicable prevailing wage rates and conformance with the West Virginia Jobs Act;

B. accepting and opening bids; and

C. if appropriate, awarding and administering the construction contract, provided, however, that Commission's authorization to proceed is subject to Division's review, prior to award, of the bids received by Commission and approval of the Commission's proposed award of the construction contract.

XI. For IAR Project, Commission shall provide construction inspection, materials acceptance, and traffic control, in accordance with the approved IAR Project Plans. Commission shall provide Division as part of Commission's submission of invoices for reimbursement with copies of all inspection reports and materials certifications corresponding to the work performed for which the Commission requests reimbursement for IAR Project.

XII. Division's authorization to proceed is contingent upon receipt of any Federal Highway Administration approval and authorization that may be required and upon Commission's compliance with all stipulations and requirements set forth herein.

XIII. Commission, and its Contractors and Subcontractors, shall furnish evidence of having at least the minimum amounts of insurance required of the Contractor in Section 103.6 through and including Section 103.6.5 of the "West Virginia Division of Highways, Standard Specifications, Roads and Bridges, Adopted 2017," and supplements thereto for any work arising from, relating to or pertaining to, in any way, the IAR Project. Commission shall also require that any Contractor(s) and Subcontractor(s) have a current West Virginia contractor's license and be authorized by the West Virginia Secretary of State to conduct business in West Virginia. The Commission shall name the Division as an additional insured on all policies of insurance required by the aforementioned Specifications, except for worker's compensation. The Commission shall also require that its Contractor(s) and Subcontractor(s) shall include the Division as an additional insured on all policies of insurance, except worker's compensation.

XIV. Funding for IAR Project shall be as follows:

A. Using a maximum of four hundred thousand dollars ($400,000.00) in unmatched FY 2022 Industrial Access Road funds, Division may reimburse Commission for one hundred percent (100%) of the actual eligible construction costs incurred by Commission. Division's maximum amount payable for IAR Project under the terms of this Agreement is four hundred thousand dollars ($400,000.00), without a supplemental agreement.

B. Commission initially shall bear the cost of IAR Project. Upon submission by Commission to Division of properly documented invoices that clearly identify the actual cost incurred by Commission for construction of IAR Project, which invoices shall include copies of payments made by Commission to its IAR Project consultant (associated with construction and not design) and Contractor, as appropriate, Division then shall reimburse Commission for the actual eligible construction costs of IAR Project. Division shall reimburse Commission no more than one hundred thousand dollars ($100,000.00) until the conveyance to Division of all right-of-way and easements associated with IAR Project is complete.

C. Commission may submit invoices for reimbursement at any time during IAR Project construction, but no more frequently than monthly. Commission shall clearly indicate Final Invoice, when appropriate.

D. For IAR Project, Division shall have no financial responsibility for the cost associated with:

1. utility installation, relocation, or adjustment;
2. acquisition of right-of-way or easements;
3. site development associated with industrial or other parcel(s) within or adjacent to Park;
4. preparation of Plans for IAR Project;
5. construction that is performed prior to receipt by Commission of written approval of and notice to proceed from Division;
6. any construction activities that are performed by any entity not procured through appropriate competitive bidding; and

7. any cost that is not an allowable use of the Industrial Access Road Fund pursuant to the provisions of West Virginia Code Chapter 17, Article 3A.

XV. Any construction Change Order that will increase the cost of IAR Project, or any proposed revision of Plans, must be approved by Division prior to the performance of any work associated with such Change Order or any revision to the Plans.

XVI. If a provision of this Agreement is or becomes illegal, invalid or unenforceable in any jurisdiction, that shall not affect:

A. the validity or enforceability in that jurisdiction of any other provision of this Agreement; or

B. the validity or enforceability in other jurisdictions of that or any other provision of this Agreement.

XVII. To the fullest extent permitted by law, Commission at all times does, and shall, assume all risks of damage to its property, and property of others, and injury or death to all persons (including, but not limited to, any employee or agent of Commission, Contractor or Subcontractor) resulting directly, indirectly or otherwise by (a) the actions or omissions of Commission, any Contractor or any Subcontractor, or their respective agents and employees, (b) by any condition of the property, (c) by any failure of Commission, any Contractor or any Subcontractor, or their respective agents and employees, to comply with any applicable law, rule, regulations or order of any governmental authority, or to comply with any provision of this Agreement, or (d) by any other cause related to Commission's, any Contractor's or any Subcontractor's performance of work hereunder, including maintenance of the roadway or failure to maintain the roadway as required by this Agreement. Commission hereby acknowledges that the allocation of risk set forth in this provision of the Agreement is a part of the consideration to be provided to Division by Commission for performance of this Agreement.

XVIII. Division may terminate this Agreement upon thirty (30) days' written notice to Commission. Upon termination, Division shall be liable only for payment in accordance with the terms of this Agreement for work performed or costs irrevocably obligated prior to the effective date of termination.

XIX. Division shall have the right to make reasonable use of Commission's property for purposes of ingress and egress at the site as may be necessary for Division's periodic review of IAR Project.

XX. Commission shall have no authority over or any maintenance responsibility for the new roadway to be constructed under the terms of this Agreement.

XXI. Commission shall ensure that pavement markings and signing in conformance with the current Manual on Uniform Traffic Control Devices are installed and adequately maintained along all non-Division roadways open to the public within Park for as long as any portion of Park is occupied. Commission shall address to the satisfaction of Division issues pertaining to Park that Division notifies Commission represent a public safety or traffic operation concern.

XXII. This Agreement shall be binding upon the successors and assigns of each party hereto. This agreement may not be assigned without the prior written consent of Division.

XXIII. This Agreement constitutes the entire understanding and agreement of the parties with respect to its subject matter and supersedes all prior and contemporaneous agreements or understandings, inducements or conditions, express or implied, written or oral, between the parties.

XXIV. Any term or provision of this Agreement may be amended, and the observance of any term of this Agreement may be waived, only by a writing signed by the party to be bound. The waiver by a party of any breach or default in performance shall not be deemed to constitute a waiver of any other or succeeding breach or default. The failure of any party to enforce any of the provisions hereof shall not be construed to be a waiver of the right of such party thereafter to enforce such provisions.

XXV. This Agreement is entered in and shall be construed in accordance with the laws of the State of West Virginia.

IN WITNESS WHEREOF, the parties hereto have caused their respective names to be signed by their duly authorized officers.

WEST VIRGINIA
DEPARTMENT OF TRANSPORTATION,
DIVISION OF HIGHWAYS

By: Jimmy Wriston, P. E.
Secretary of Transportation/
Commissioner of Highways

APPROVED AS TO FORM THIS
6th DAY June, 2022
ATTORNEY LEGAL DIVISION
WEST VIRGINIA DEPARTMENT
OF TRANSPORTATION
DIVISION OF HIGHWAYS

Christopher Amos
Legal Division Contract No. 2206026

HARRISON COUNTY COMMISSION

(*signature*)
By: Susan Thomas
(*printed name*)
Title: President
(*printed title*)

(To he executed in duplicate)

Distribution: Master File
Commission

12

DESTROY AFTER 2020

FILES FOR STORAGE

DESTROY 2013 COMPLETION AT END OF 2020

Funder	CFDA#	Name of Grant	Inclusive Dates		Approx # of pages
			From	To	
USDOJ	**16.579**	**Drug Task Force 12-JAG-07**	**7/1/2012**	**3/5/2013**	
		Grant Application			102
		Grant Award & Contract			30
		Budget and GANS 1 & 2			7
		Subgrantee Handbook			9
		Administrative Manual			102
		Monthly Reports July 2012 - January 2013			500
		Quarterly Reports			50
		On-site Monitoring Reports			42
		Correspondences and Miscellaneous			10
USDOJ	**N/A**	**Court Security 12-CS-06**	**7/1/2012**	**1/30/2013**	
		Grant Application			78
		Grant Award & Contract			31
		Budget and GAN 1			4
		Monthly Reports July 2012 - January 2013			74
		Subgrantee Handbook			19
		Administrative Manual			56
		Correspondences and Miscellaneous			20
USDOJ	**N/A**	**Community Correction 13-CC-12**	**7/1/2012**	**6/30/2013**	
		Grant Application Instruction Manual			90
		Grant Application			141
		Budget and GANS 1, 2, 3, 4, & 5			46
		Grant Award & Contract			41
		Subgrantee Handbook			25
		Monthly Reports			
		July			98
		August			106
		September			112
		October			104
		November			117
		December			100
		January			121
		February			132
		March			114
		April			115
		May			115
		June			123
		References			129
		Non Grant Purchase Orders			139
		Correspondences and Miscellaneous			25

AUTHORIZATION TO DESTROY RECORDS

From Gina Jones, Grant Administrator

I request authorization for destruction of the following records in accordance with the West Virginia Code and any applicable general retention schedules. The records listed below meet all audit and legal retention requirements and have no further administrative, fiscal, legal, historical or research value.

Approved by: _____

Harrison County Commissioner

Date: _____

Destruction Verification by:

DESTROY AFTER 2020

FILES FOR STORAGE

DESTROY 2013 COMPLETION AT END OF 2020

Funder		CFDA#	Name of Grant	Inclusive Dates		Approx # of pages
				From	To	
USDOJ		**N/A**	**WV Purdue Pharma - 12P-PDI-13**	**7/1/2012**	**6/30/2013**	
			Prescription Drug Investigations			
			Grant Application			51
			Grant Award & Contract			29
			Budget and GAN 1 & 2			9
			Subgrantee Reference Handbook			15
			Monthly Reports			
			July			8
			August			11
			September			12
			October			33
			November			34
			December			27
			January			55
			February			36
			March			52
			April			79
			May			41
			June			81
			Guidelines-Correspondences-News Articles			17
USDOJ		**16.523**	**Provention Resource Officer - 11-ABG-009**	**7/1/2012**	**6/30/2013**	
			Grant Application			148
			Grant Award & Contract			30
			Budget and GAN 1 & 2			7
			Subgrantee Reference Handbook			9
			Monthly Reports			
			July			17
			August			20
			September			19
			October			22
			November			23
			December			21
			January			21
			February			21
			March			18
			April			22
			May			20
			June			18
			Quarterly Planning & Evaluation Reports			28
			Final Progress Report			23
			Performance Measurememts Report 7/12-3/13			50
			Subgrantee Monitoring Report			37
			Correspondences			4
			West Virginia Community Corrections			**123**
			Grant Program FY 2012 Grant Manual			
WV-CFIA		**N/A**	**Courthouse Facilities - Cycle 2**	**4/1/2005**	**4/1/2006**	**225**
			Courthouse Facilities - Cycle 3	**4/1/2006**	**4/1/2007**	**75**
			Courthouse Facilities - Cycle 5	**4/1/2008**	**4/1/2009**	**68**
			Courthouse Facilities - Cycle 6	**4/1/2009**	**4/1/2010**	**46**
			Courthouse Facilities - Cycle 7 not funded	**4/1/2010**	**4/1/2011**	**22**
			Courthouse Facilities - Cycle 8	**2/1/2011**	**1/31/2012**	**121**
			Courthouse Facilities - Cycle 9	**1/1/2012**	**12/31/2012**	**222**

AUTHORIZATION TO DESTROY RECORDS

From Gina Jones, Grant Administrator

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Approved by: _____

Harrison County Commissioner

Date: _____

Destruction Verification by:

DESTROY AFTER 2021

FILES FOR STORAGE

DESTROY 2014 COMPLETION AT END OF 2021

Funder	Grant Number	CFDA#	Name of Grant	Inclusive Dates		Approx # of pages
				From	To	
WVDOJ	**14-CC-12**	**N/A**	**Community Correction**	7/1/2013	6/30/2014	
			Grant Application			144
			Grant Award & Contract			147
			Budget and GANS 1, 2, 3 ,4, & 5			35
			Subgrantee Handbook			69
			Monthly Reports			
			July			91
			August			121
			September			100
			October			107
			November			99
			December			100
			January			114
			February			90
			March			112
			April			160
			May			146
			June			130
			References - July 2013 - June 2014			170
			Non Grant Purchase Orders			245
			Correspondences and Miscellaneous			21
DMAPS	**10-SHS-67**	97067	**Homeland Security 2010 Mass Care**	**6/13/2013**	**7/31/2013**	
			Application			35
			Award/Contract			32
			Monthly Reports/Reimbursement			34 ✓
			Administrative Manual			35
			Correspondences			24

AUTHORIZATION TO DESTROY RECORDS

From Gina Jones, Grant Administrator

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Approved by: _____

Harrison County Commissioner

Date: _____

Destruction Verification by:

DESTROY AFTER 2021

FILES FOR STORAGE

DESTROY 2014 COMPLETION AT END OF 2021

Funder		CFDA#	Name of Grant	Inclusive Dates		Approx # of pages
				From	To	
USDOE	14-134	**81.041**	**Harrison County Energy Efficency Wk/sp**	**1/1/2014**	**9/30/2014**	
			Application			28
			Award/Contract			57
			Reports			68
			Correspondences/Miscellaneous			60
WVDO	**G140029**	**11.558**	**WV Geological & Economic Survey**	**1/1/2014**	**7/31/2014**	
			HarrCo Damage Assessment			
			Application			22
			Award/Agreement			10
			Reports/Request			37
			Correspondences			8
WVDO	**G140003**	**11.558**	**WV Geological & Economic Survey**	**1/1/2014**	**7/31/2014**	
			On Line Tax Payment System			
			Application			21 ✓
			Award/Agreement			9
			Reports/Requests			50
			Correspondences/Miscellaneous			20
USDOJ	**2013-DJ-**	**16.738**	**Byrne Local (JAG) Project**	**10/1/2012**	**9/30/2016**	*
	BX-0091		**In-Car Cameras for Cruisers**			
			Application			24 ✓
			Award			2
			Reports & Request			35
			Correspondences/Misc/Reports/Invoices			25
DJCS	**12-ABG-00**	**16.523**	**Preventive Resource Officer**	**7/1/2013**	**6/30/2014**	
			Application			128
			Award/Contract/GAN			36
			Monthly & Quarterly Reports			284
			On-Site Monitoring Visit			14
			Administrative Manual/PRO Guidelines			24
			Miscellaneous & Correspondences			10
WVDO	**09SCBG00**	**14.228**	**SCBG Hepzibah FY2009**	**10/13/2009**	**6/30/2014**	
			Application			17
			Award/Contract			36
			Request/Reports			775
			Letters to/ from Legislature			31
			Correspondences			10
			Miscellaneous			25
			Checks Received 2011 - 2012			**143**
			Checks Received 2012 - 2013			**88**
			Checks Received 2013 - 2014			**96**

AUTHORIZATION TO DESTROY RECORDS

From Gina Jones, Grant Administrator

I request authorization for destruction of the following records in accordance with the West Virginia Code and any applicable general retention schedules. The records listed below meet all audit and legal retention requirements and have no further administrative, fiscal, legal, historical or research value.

Approved by: _____

Harrison County Commissioner

Date: _____

Destruction Verification by:

* Final report and grant close out accepted by grantor on 7/29/14

13

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

Memo

To: Laura Pysz

From: Rachel Romano

Date: June 22, 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:	
405-214 Travel	$ 1,400
To:	
405-223 Profession Services	$ 1,250
405-341 Materials & Supplies	$ 150
	$ 1,400

Rachel Romano

Signature Line

	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	10349.18	124185.00			100.00
001-401-103 00						
CO COMMISSION EMPLOYEES	550000.00	47992.98	554871.26		4871.26	100.88
001-401-104-00						
CO COMMISSION FICA	55407.00	4640.35	53776.68		1630.32	97.05
001-401 105-00						
CO COMMISSION INSURANCE	1350000.00		1257751.57		92248.43	93.16
001 401-106-00						
CO COMMISSION RETIREMENT	72429.00	5549.49	61816.08		10612.92	85.34
001-401 108-00						
OVERTIME	3000.00	163.02	1691.35		1308.65	56.37
001 401-109 00						
EXTRA HELP	37000.00	2816.38	33774.63		3225.37	91.28
001 401 112-00						
LONGEVITY	5100.00	439.54	4949.72		150.28	97.05
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	49986.09	195857.72		4142.28	97.92
001 401 219-00						
RENTS/CO COMM	2500.00				2500.00	
001 401 220 00						
CO COMMISSION ADVERTISING	130000.00	132.27	78292.90		51707.10	60.22
001-401 221-00						
CO COMMISSION TRAINING	5000.00		619.00		4381.00	12.38
001 401-222 00						
CO COMMISSION DUES & SUBS	50300.00	532.53	50273.72		26.28	99.94
001-401-223 00						
CO COMM PROF SERVICES	307600.00	1519.44	307503.88		96.12	99.96
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		105034.86	61.80
001-401 232-00						
BANK FEES/CHARGES	500.00				500.00	
001-401-237-00						
OTHER TAXES AND FEES	60000.00	63.04	36569.48		23430.52	60.94
001 401-240 00						
REFUNDS & REIMBURSEMENTS	5000.00	49.34	940.61		4059.39	18.81
001-401 458-00						
CAPITOL OUTLAY/IMPROVEMEN	25000.00	465.30	1716.30		23283.70	6.86
001-401 458-03						
GENERAL SERVICES ANNEX	1050000.00		1192408.12		-142408.12	113.56
001-401-458-05						
PS BUILDING ROOF PROJECT	107460.00		187407.00		79947.00	174.39

	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	205500.00	6222.12	199261.77		6238.23	96.96
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	99571.62	115162.73		65162.73	230.32
001 401 568 01						
CLARKSBURG WATER BOARD	500000.00		500000.00			100.00
001-401 568 02						
EAST VIEW PSD	8500.00		8500.00			100.00
001-401 568-03						
CITY OF SALEM	141500.00		141500.00			100.00
001 401 568-04						
ENLARGED HEPZIBAH PSD	80000.00		80000.00			100.00
TOTALS FOR 401 COUNTY COMMISSION	6209481.00	230492.69	6015830.89		193650.11	96.88

	APPROPRIATIONS (REVISED)	MONTH-TO DATE EXPENDITURES	YEAR TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 402-101 00						
COUNTY CLERKS SALARY	62093.00	5174.42	62093.00			100.00
001 402-103 00						
CO CLERK DEPUTIES	630750.00	55024.53	611110.80		19639.20	96.88
001-402 104-00						
CO CLERK FICA	55265.00	4558.32	52277.10		2987.90	94.59
001 402 106-00						
CO CLERK RETIREMENT	72242.00	6068.55	68109.95		4132.05	94.28
001 402 108-00						
OVERTIME/CO CLERKS OFFICE	7000.00	6.88	2164.38		4835.62	30.91
001 402 109 00						
EXTRA HELP	21500.00	978.75	18622.50		2877.50	86.61
001 402-112-00						
LONGEVITY	7080.00	480.00	5812.50		1267.50	82.09
001 402 212 00						
CO CLERK PRINTING	500.00				500.00	
001-402 214-00						
CO CLERK TRAVEL	2000.00				2000.00	
001 402 221 00						
CO CLERK TRAINING	1500.00				1500.00	
001 402-222-00						
COUNTY CLERK'S DUES	1500.00		650.00		850.00	43.33
001 402 223-00						
PROFESSIONAL SERVICES	500.00				500.00	
001 402 341 00						
CO CLERK MAT & SUPPLIES	10000.00	17.90	2382.70		7617.30	23.82
001-402-342 00						
CO CLERK RECORD BOOKS	16500.00	935.26	13160.79		3339.21	79.76
001 402 459 00						
CO CLERKS/NEW EQUIPMENT	1500.00				1500.00	
TOTALS FOR 402 COUNTY CLERK	889930.00	73240.61	836383.72		53546.28	93.98

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 403 101 00						
CIRCUIT CLERKS SALARY	62093.00	5174.42	62093.00			100.00
001 403 103 00						
CIR CLERK DEPUTY SALARIES	586000.00	52007.17	583241.28		2758.72	99.52
001-403 104-00						
CIRCUIT CLERKS FICA	52122.00	4253.30	49235.92		2886.08	94.46
001-403-106 00						
CIR CLERKS RETIREMENT	68133.00	5805.64	66040.94		2092.06	96.92
001-403 108 00						
OVERTIME/CIR CLKS OFFICE	11000.00	345.47	10447.48		552.52	94.97
001-403-109 00						
EXTRA HELP	15600.00		9992.00		5608.00	64.05
001-403-112 00						
LONGEVITY	6240.00	480.00	6080.00		160.00	97.43
001-403-212-00						
CIRCUIT CLERKS PRINTING	4000.00		3717.73		282.27	92.94
001-403-214 00						
CIRCUIT CLERKS TRAVEL	2250.00	437.58	1292.81		957.19	57.45
001 403-221-00						
CIRCUIT CLERKS TRAINING	4400.00		4254.47		145.53	96.69
001 403 222-00						
CIR CLERKS DUES & SUBS	300.00		300.00			100.00
001 403 341 00						
CIRCUIT CLERKS MAT & SUPP	11500.00	414.00	8546.65		2953.35	74.31
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	266.53	2402.61		597.39	80.08
TOTALS FOR 403 CIRCUIT CLERK	828138.00	69184.11	808226.82		19911.18	97.59

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-404 101 00						
SHERIFFS SALARY	50266.00	4188.83	50266.00			100.00
001-404 102 00						
SHERIFF COMMISSION	15000.00		15000.00			100.00
001 404-103-00						
SHERIFFS TAX DEPUTIES	498500.00	43944.33	493664.07		4835.93	99.02
001 404 104-00						
SHERIFF & TAX OFF FICA	44621.00	3611.72	42427.79		2193.21	95.08
001 404 106-00						
SHERIFF & TAX OFF RET	58329.00	4887.45	57568.86		760.14	98.69
001 404-108 00						
OVERTIME/TAX OFFICE	9000.00	36.26	8298.38		701.62	92.20
001-404 109 00						
EXTRA HELP	2000.00				2000.00	
001 404-112 00						
LONGEVITY	8520.00	705.00	8460.00		60.00	99.29
001-404-212 00						
TAX OFFICE PRINTING	2500.00		932.38		1567.62	37.29
001-404 214 00						
TAX OFFICE TRAVEL	778.20	235.00	697.50		80.70	89.62
001 404-221-00						
TAX OFFICE TRAINING	3200.00	387.00	2981.64		218.36	93.17
001 404 222 00						
DUES & SUBSCRIPTIONS	60.00		50.00		10.00	83.33
001-404-341 00						
TAX OFFICE MAT & SUPPLIES	7550.00	24.32	4133.00		3417.00	54.74
001 404-342-00						
TAX OFFICE RECORD BOOKS	1600.00		1600.00			100.00
001 404 459-00						
NEW EQUIPMENT COMPUTER	3221.80		3221.80			100.00
TOTALS FOR 404 TAX OFFICE	704146.00	58019.91	689301.42		15844.58	97.75

	APPROPRIATIONS (REVISED)	MONTH TO-DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 405 101 00						
PROS ATTY SALARY	108192.00	9016.00	108192.00			100.00
001 405 103-00						
PROS ATTY EMPLOYEE SALARY	1625500.00	136393.22	1624625.88		874.12	99.94
001-405 104-00						
PROS ATTY FICA	135287.00	10909.20	130142.05		5144.95	96.19
001-405 106-00						
PROS ATTY RETIREMENT	176845.00	14670.58	173976.39		2868.61	98.37
001-405 108-00						
OVERTIME	300.00	7.19	217.63		82.37	72.54
001 405 109-00						
EXTRA HELP	10500.00	1155.00	10153.30		346.70	96.69
001 405 112-00						
LONGEVITY	16260.00	1225.00	15545.00		715.00	95.60
001-405 214-00						
PROS ATTY TRAVEL	17000.00	476.69	8260.52		8739.48	48.59
001-405 221 00						
PROS ATTY TRAINING	4700.00		1995.00		2705.00	42.44
001 405-222 00						
PROS ATTY DUES & SUBS	7400.00	190.08	4054.28		3345.72	54.78
001-405 223-00						
PROS ATTY PROF SERVICES	6050.00	1402.60	6078.50		28.50	100.47
001 405 230 00						
CONTRACTUAL	1600.00		1364.46		235.54	85.27
001 405-233 00						
PROS ATTY INVESTIGATIONS	250.00		116.32		133.68	46.52
001 405 240 00						
REFUNDS/REIMBURSEMENTS	100.00		16.84		83.16	16.84
001 405 341 00						
PROS ATTY MAT & SUPPLIES	9950.00	145.98	2401.00		7549.00	24.13
001 405-349-00						
CHARGES TO OTHER GOV UNIT	375.00		287.50		87.50	76.66
001 405 459 00						
NEW EQUIPMENT	34375.00		746.73		33628.27	2.17
TOTALS FOR 405 PROSECUTING ATTORNEY	2154684.00	175791.51	2088173.40		66510.60	96.91

	APPROPRIATIONS (REVISED)	MONTH TO-DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 406 101 00						
ASSESSOR SALARY	50266.00	4188.83	50266.00			100.00
001-406 102 00						
ASSRS SUPPLEP & AGRIC	25000.00	54.58	24653.58		346.42	98.61
001 406 103-00						
ASSESSORS DEPUTIES SALARY	958000.00	84500.74	951530.67		6469.33	99.32
001 406-104 00						
ASSESSORS & DEPUTIES FICA	81202.00	6635.46	76801.69		4400.31	94.58
001-406 106 00						
ASSR & DEPUTIES RET	106347.00	9005.75	104416.93		1730.07	98.37
001 406 108 00						
OVERTIME/ASSESSORS OFFICE	4000.00		1705.60		2294.40	42.64
001 406-109 00						
EXTRA HELP	8000.00				8000.00	
001 406-112 00						
LONGEVITY	16200.00	1313.22	15758.04		441.96	97.27
001 406-212-00						
ASSESSORS PRINTING	10000.00	2241.00	5993.19		4006.81	59.93
001 406-214-00						
ASSESSORS TRAVEL	15000.00		4365.99		10634.01	29.10
001 406-220-00						
ADVERTISING	3000.00		1890.80		1109.20	63.02
001 406-221 00						
ASSESSORS TRAINING	10000.00		1905.48		8094.52	19.05
001 406-222 00						
ASSESSORS DUES & SUBS	1000.00		478.08		521.92	47.80
001 406-341 00						
ASSESSOR MAT & SUPPLIES	8500.00	299.98	3575.37		4924.63	42.06
001 406 342 00						
ASSESSORS RECORD BOOKS	4000.00		3119.51		880.49	77.98
001-406-459 00						
ASSESSOR/NEW EQUIPMENT	8000.00	1601.00	3481.22		4518.78	43.51
TOTALS FOR 406 ASSESSOR	1308315.00	109840.56	1249942.15		58372.85	95.53

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 408 349 00						
RF/APPRAISAL PMT SERVICE	156527.00	52.12	156578.54		51.54	100.03
TOTALS FOR 408 STATE COMPUTER NETWK	156527.00	52.12	156578.54		51.54	100.03

	APPROPRIATIONS (REVISED)	MONTH TO-DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 412 103-00						
EXT OFFICE SALARIES	108850.00	7349.12	76793.99		32056.01	70.55
001 412 104-00						
EXT OFFICE FICA	8472.00	571.08	6011.13		2460.87	70.95
001 412 106-00						
EXT OFFICE RETIREMENT	11075.00	751.76	8013.68		3061.32	72.35
001 412-108-00						
OVT/EMPLOYEES/EXTENSION	1500.00	93.41	2442.56		942.56	162.83
001 412-112 00						
LONGEVITY	900.00	75.00	900.00			100.00
001 412 214 00						
EXT OFFICE TRAVEL	3000.00	432.40	2959.83		40.17	98.66
001 412 222-00						
EXT OFFICE DUES	400.00		264.00		136.00	66 00
001-412 230-00						
EXT OFFICE WORK STUDY	7500.00		7500.00			100.00
001 412-341 00						
MATERIALS & SUPPLIES	1064.00		109.90		954.10	10.32
TOTALS FOR 412 EXTENSION OFFICE	142761.00	9172.77	104995.09		37765.91	73.54

	APPROPRIATIONS (REVISED)	MONTH TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 413 103-00						
ELECTION/POLL WORKERS	167940.00		120286.11		47654.89	71.62
001-413 103-01						
ELECTIONS/EARLY VOTING	22000.00		12578.47		9421.53	57.17
001-413 103-02						
ELECTIONS/EMPLOYEES	4360.00		4355.65		4.35	99.90
001-413 104 00						
ELECTIONS EXTRA HELP FICA	2448.00		2370.14		77.86	96.81
001-413 106-00						
RETIREMENT/REG EMPLOYEES	1200.00		1145.93		54.07	95.49
001-413 108 00						
OVERTIME/ELECTION	14700.00		14691.32		8.68	99.94
001-413-109 00						
EXTRA HELP	20000.00		2352.87		17647.13	11.76
001 413 212-00						
ELECTIONS PRINTING	20000.00		2298.28		17701.72	11.49
001-413-214 00						
TRAVEL	2500.00		2032.29		467.71	81.29
001-413-219-00						
RENTS POLL PLACES	13000.00		9925.00		3075.00	76.34
001 413 221-00						
TRAINING	2500.00				2500.00	
001 413 223-00						
ELECTION/WORKERS	4500.00		250.00		4250.00	5.55
001-413 223-01						
BALLOT COMMISSIONERS	1500.00		750.00		750.00	50.00
001 413-223 02						
JANITORIAL	7000.00		4840.00		2160.00	69.14
001 413 223-03						
LABOR	3000.00		700.42		2299.58	23.34
001-413 341-00						
ELECTIONS MAT & SUPPLIES	60000.00	22912.32	58864.35		1135.65	98.10
001-413 342-00						
RECORD BOOKS ELECTIONS	500.00				500.00	
001-413 459 00						
NEW EQUIPMENT ELECTIONS	17500.00				17500.00	
TOTALS FOR 413 ELECTIONS	364648.00	22912.32	237440.83		127207.17	65.11

	APPROPRIATIONS (REVISED)	MONTH TO-DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-415 103 00						
MAG COURT WC FUND CLERK	16000.00		4833.61		11166.39	30.21
001-415 104 00						
MAG COURT WC FUND FICA	1224.00		369.76		854.24	30.20
TOTALS FOR 415 MAGISTRATE COURT	17224.00		5203.37		12020.63	30.20

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR-TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 416-223-00						
MENTAL HYGIENE PROF SERV	5000.00	1416.78	5203.85		-203.85	104.07
001 416 341 00						
MATERIALS & SUPPLIES	2500.00	174.75	2101.60		398.40	84.06
TOTALS FOR 416 CIR CT MENTAL HYGIENE	7500.00	1591.53	7305.45		194.55	97.40

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-424-103 00						
COURTHOUSE SALARIES	600000.00	47649.56	566248.88		33751.12	94.37
001 424 104 00						
COURTHOUSE FICA	47089.00	4168.69	44775.66		2313.34	95.08
001 424 106-00						
COURT HOUSE RETIREMENT	61554.00	4829.43	56950.03		4603.97	92.52
001 424-108-00						
OVERTIME	7500.00	19.74	1790.45		5709.69	23.87
001 424 109 00						
EXTRA HELP	12357.00	7143.75	19500.00		7143.00	157.80
001 424-112-00						
LONGEVITY	8040.00	625.00	7779.99		260.01	96.76
001-424-211 00						
TELEPHONE	115000.00	12819.38	155799.78		40799.78	135.47
001 424-213-00						
CTH UTILITIES	400000.00	7309.04	403746.34		3746.34	100.93
001 424 215-00						
CTH M & R BUILDING	50000.00	300.00	55210.02		5210.02	110.42
001 424-216 00						
CTH M & R EQUIPMENT	66000.00	895.54	71082.01		5082.01	107.70
001 424 219 00						
COURTHOUSE RENTS	115000.00	8684.90	128447.29		13447.29	111.69
001-424-223 00						
CTH PROFESSIONAL SERVICES	75000.00		65952.77		9047.23	87.93
001 424-226 00						
COURTHOUSE INSURANCE	400000.00		353086.00		46914.00	88.27
001 424-228-00						
COURTHOUSE FREIGHT	500.00				500.00	
001 424 230 00						
COURTHOUSE CONTRACTURAL	200000.00	12404.61	195230.55		4769.45	97.61
001 424-231-00						
CTH FIRE SERVICE FEE	15000.00		11223.11		3776.89	74.82
001-424-341 00						
CTH MATERIALS & SUPPLIES	296643.00	14630.78	174990.19		121652.81	58.99
001 424 342 00						
COURTHOUSE RECORD BOOKS	10000.00				10000.00	
001 424 353 00						
COMPUTER SOFTWARE	159095.00	207.50	60311.27		98783.73	37.90
001 424-457 00						
CAPITAL OUTLAY BUILDING	25000.00				25000.00	
001-424 459 00						
CTH CAPITOL OUTLAY EQUIP	55000.00	13905.00	25947.82		29052.18	47.17
TOTALS FOR 424 COURTHOUSE	2718778.00	135592.92	2398072.06		320705.94	88.20

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

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 439 103 00						
PLANNING SALARIES	260000.00	21455.16	261973.68		-1973.68	100.75
001 439 104-00						
PLANNING FICA	20231.00	1626.30	19814.92		416.08	97.94
001 439 106 00						
PLANNING RETIREMENT	26446.00	2170.29	26532.90		-86.90	100.32
001 439-108-00						
PLANNING/OVERTIME	500.00	22.76	555.04		-55.04	111.00
001 439-112-00						
LONGEVITY	3960.00	225.00	3270.00		690.00	82.57
001-439 214 00						
PLANNING TRAVEL	600.00		511.44		88.56	85.24
001 439 221-00						
PLANNING TRAINING	900.00		449.00		451.00	49.88
001 439 222-00						
PLANNING DUES & SUBS	500.00		265.00		235.00	53.00
001 439 223 00						
PLANNING PROF SERVICES	11000.00	26.45	10262.26		737.74	93.29
001 439-230-00						
CONTRACTUAL			941.47		-941.47	
001-439 341 00						
PLANNING MAT & SUPPLIES	1000.00		234.00		766.00	23.40
001-439-458-00						
RAILS TO TRAILS PROJECT	140905.00	1884.71	86978.33		53926.67	61.72
001 439 458-01						
NUISANCE ORDINANCE PROJ	115000.00		43772.70		71227.30	38.06
001 439 459 00						
PLANNING NEW EQUIPMENT	500.00		6892.25		-6392.25	1378.45
TOTALS FOR 439 PLANNING COMMISSION	581542.00	27410.67	462452.99		119089.01	79.52

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS
GENERAL FUND
AS OF 06/2022

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 442-240 01						
REFUNDS/REIMB CWVCA		1562.10	1562.10		1562.10	
TOTALS FOR 442 FEDERAL GRANTS		1562.10	1562.10		1562.10	

	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				
001 443 341 00						
MATERIAL & SUPPLIES	4158.00		9561.05		-5403.05	229.94
001 443 460 01						
HARRISON CO COURTHOUSE		49400.06	49400.00		49400.00	
TOTALS FOR 443 STATE GRANTS	4158.00	47374.25	58961.05		54803.05	1418.01

	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	220571.96	2708576.94		5951.94	100.22
001 700 103-03						
PRO-SCHOOLS SALARY	327675.00	27884.90	314086.24		13588.76	95.85
001 700-103-04						
ADMINISTRATIVE SALARY	157935.00	13958.73	160288.67		2353.67	101.49
001 700 104 00						
LAW ENFORCEMENT FICA	261180.00	21831.16	267320.08		6140.08	102.35
001-700 106 00						
LAW ENFORCEMENT RETIREMEN	443835.00	37086.88	458272.48		14437.48	103.25
001 700 108 00						
LAW ENFORCEMENT OVERTIME	311667.00	22384.55	280583.71		31083.29	90.02
001 700 108-01						
WEST MILFORD OVTM	20079.00	694.73	20078.79		.21	99.99
001 700 108-02						
ANTERO RESOURCES OVTM	41516.00	3624.53	41415.91		100.09	99.75
001-700-108 03						
MAPLE LAKE OVTM	5233.00	1399.08	5232.78		.22	99.99
001-700-108 04						
LOST CREEK OVTM	15462.00	410.91	15461.24		.76	99.99
001 700 108-05						
STONEWOOD OVTM	1154.00		1153.48		.52	99.95
001 700 108 06						
COURT OVERTIME	14350.00	1799.29	14349.17		.83	99.99
001-700-108 07						
PHOENIX PROGRAM OVTM	7886.00	308.76	7885.32		.68	99.99
001-700 108 08						
SAKI OVTM	78.00		77.19		.81	98.96
001-700 112 00						
LONGEVITY	35880.00	2782.50	34907.50		972.50	97.28
001 700 211 00						
LAW ENFORCEMENT TELEPHONE	5000.00	164.87	3801.61		1198.39	76.03
001-700-214 00						
LAW ENFORCEMENT TRAVEL	5000.00	231.69	5180.38		180.38	103.60
001 700 216 00						
MAINTENANCE & REP EQUIP	10000.00	795.63	3912.80		6087.20	39.12
001 700 219-00						
LAW ENFORCEMENT RENTS	27000.00		27000.00			100.00
001-700-221 00						
LAW ENFORCEMENT TRAINING	30000.00	5060.76	34209.85		4209.85	114.03
001 700 222 00						
LAW ENF DUES & SUBS	4000.00	125.00	3335.00		665.00	83.37
001-700 223 00						
PROFESSIONAL SERVICE	27000.00	897.77	14966.63		12033.37	55.43
001-700-225-00						
LAW ENF LAUNDRY & DRY CLE	12000.00		5756.40		6243.60	47.97
001 700-233 00						
INVESTIGATIVE FUNDS	16530.00	3150.21	16482.44		47.56	99.71
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	1476.13	22245.15		2754.85	88.98
001-700-459-00						
NEW EQUIP-LAW ENFORCEMENT	298470.00	19504.21	307556.94		9086.94	103.04
TOTALS FOR 700 SHERIFF LAW ENFORCE	4821555.00	486144.16	4784275.61		37279.39	99.22

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 701 103 00						
SALARIES/SERV OF PROCESS	219525.00	19601.56	219454.53		929.53	101.82
001 701 104 00						
FICA SERVICE OF PROCESS	17 50.00	1431.76	16123.26		1026.74	94.01
001 701 106 00						
RETIREMENT SER OF PROCESS	22419.00	2002.96	22650.52		231. 2	101.03
001 701 108 00						
OVERTIME PROCESS	5000.00	122.96	3326.10		1673.90	66.52
001 701 112 00						
LONGEVITY	3660.00	305.00	3660.00			100.00
001-701 219 00						
SERVICE OF PROCESS RENTS	2100.00	175.75	1911.22		188.78	91.01
001 701 221 00						
TRAINING/PROCESS	1200.00	1197.76	1197.76		2.24	99.81
001-701 225 00						
PROCESS DRY CLEANING	1000.00		389 00		611.00	38 00
001 701 341 00						
PROCESS MATERIALS & SUPPS	1500.00		592.74		907.26	39.51
00, 701 345 00						
SERVICE PROCESS UNIFORMS	3250.00	974.20	1544.03		1705.97	47.50
001 701 459 00						
PROCESS NEW EQUIPMENT	24400.00	10000.00	18401.96		5998.04	75.41
TOTALS FOR 701 SERVICE OF PROCESS	297204.00	39811.97	289251.12		7952.88	97.32

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 703-103 00						
SALARIES/CO JAIL/NON REMB	214050.00	12707.72	203577.42		10472.58	95.10
001 703 104 00						
FICA/CO JAIL NON REIMB	16831.00	958.73	15024.28		1806.72	89.26
001 703 106 00						
RET/CO JAIL NON REIMB	22001.00	1292.03	20399.95		1601.05	92.72
001 703 108 00						
OVERTIME/CO JAIL NON REIM	2000.00	7.58	965.72		1034.28	48.28
001 703 112 00						
LONGEVITY	3960.00	200.00	3490.00		470.00	88.13
001 703-341-00						
MATERIALS & SUPPLIES	1500.00	435.05	435.05		1064.95	29.00
001 703-345 00						
UNIFORMS/CO JAIL NON REIM	3000.00		782.68		2217.32	26.08
TOTALS FOR 703 JAIL STAGING AREA	263342.00	15606.11	244675.10		18666.90	92.91

HARRISON COUNTY COMMISSION
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GENERAL FUND
AS OF 06/2022

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 704 344 00						
REGIONAL JAIL/FOOD/DRUGS	1668257.00		1637315.50		30941.50	98.14
TOTALS FOR 704 REGIONAL JAIL	1668257.00		1637315.50		30941.50	98.14

	APPROPRIATIONS (REVISED)	MONTH TO-DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-705 103-00						
HOME CONFINEMENT SALARY	55035.00	4882.27	54779.19		255.81	99.53
001-705-104 00						
HOME CONFINEMENT FICA	4369.00	386.28	4284.66		84.34	98.06
001 705-106-00						
HOME CONFINEMENT RET	7839.00	693.60	7765.60		73.40	99.06
001 705-108-00						
HOME CONFINEMENT OVTM	4450.00	418 13	4472.28		22.28	100.50
001 705 112 00						
LONGEVITY	420.00	35.00	420.00			100.00
TOTALS FOR 705 HOME CONFINEMENT	72113.00	6415.28	71721.73		391.27	99.45

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 713 567 01						
CLARKSBURG FIRE DEPT	15000.00	4909.00	14971.34		28.66	99.80
001 713 567 02						
BRIDGEPORT FIRE DEPT	15000.00				15000.00	
001 713 567 03						
ANMOORE VFD	30000.00		29960.44		39.56	99.86
001 713 567 04						
JOHNSTOWN VFD	30000.00		30000.00			100.00
001 713 567 05						
LOST CREEK VFD	30000.00		30000.00			100.00
001 713 567 06						
LUMBERPORT VFD	30000.00		30000.00			100.00
001 713 567 07						
MT CLARE VFD	30000.00		30000.00			100.00
001 713 567-08						
NUTTER FORT VFD	30000.00		30000.00			100.00
001 713-567-09						
REYNOLDSVILLE VFD	30000.00		30000.00			100.00
001 713-567-10						
SALEM VFD	30000.00		30000.00			100.00
001 713 567-11						
SHINNSTON VFD	30000.00				30000.00	
001 713 567 12						
SPELTER VFD	30000.00	3682.00	29999.22		.78	99.99
001 713-567-13						
STONEWOOD VFD	30000.00		30000.00			100.00
001-713-567 14						
SUMMIT PARK VFD	30000.00		30000.00			100.00
001 713 567-15						
WALLACE VFD	30000.00		25105.47		4894.53	83.68
001 713 567 16						
WEST MILFORD VFD	30000.00		30000.00			100.00
TOTALS FOR 713 VOL FIRE DEPTS	450000.00	8591.00	400036.47		49963.53	88.89

	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	11735.29	111189.22		24310.78	82.05
001 717 104 00						
CENTRAL GARAGE FICA	11444.00	867.73	8186.33		3257.67	71.53
001 717 106-00						
CENTRAL GARAGE RET	14960.00	1182.07	11277.36		3682.64	75.38
001 717-108-00						
OVERTIME	1500.00	55.42	1568.35		68.35	104.55
001-717 112 00						
LONGEVITY	600.00	30.00	335.00		265.00	55.83
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	1595.40	48571.24		16071.24	149.44
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	1307.60	20907.34		12092.66	63.35
001 717 343 00						
CENT CAR GAS OIL & TIRES	255000.00	10077.22	259035.52		4035.52	101.58
001 717 459-00						
CENT GAR CAP OUTLAY EQUIP	6000.00				6000.00	
TOTALS FOR 717 CENTRAL GARAGE	513754.00	26850.73	481636.36		32117.64	93.74

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 916-568 00						
CONTRIBUTIONS LIBRARIES	240052.00		240052.00			100.00
001 916 568 01						
CONTRIBUTIONS	24000.00	9000.00	24000.00			100.00
TOTALS FOR 916 LIBRARIES	264052.00	9000.00	264052.00			100.00

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
GENERAL FUND
AS OF 06/2022

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
TOTALS FOR GENERAL FUND	24459839.00	1450257.32	23314123.77		1145715.23	95.31

	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	220571.96	2708576.94		5951.94	100.22
001-700-104-03						
PRO SCHOOLS SALARY	327675.00	27884.90	314086.24		13588.76	95.85
001-700-03-04						
ADMINISTRATIVE SALARY	157935.00	13958.73	160288.67		2353.67	101.49
001 700 104 00						
LAW ENFORCEMENT FICA	261180.00	21831.36	267320.08		6140.08	102.35
001-700-106-00						
LAW ENFORCEMENT RETIREMEN	443835.00	37086.88	458272.38		14437.38	103.25
001 700 108 00						
LAW ENFORCEMENT OVERTIME	311667.00	22384.55	280583.71		31083.29	90.02
001 700 108 01						
WEST MILFORD OVTM	20079.00	694.73	20078.79		.21	99.99
001-700-108-02						
ANTERO RESOURCES OVTM	41516.00	3624.53	41415.91		100.09	99.75
001 700 108 03						
MAPLE LAKE OVTM	5233.00	1399.08	5232.78		.22	99.99
001 700 108 04						
LOST CREEK OVTM	15462.00	410.91	15461.24		.76	99.99
001-700 108 05						
STONEWOOD OVTM	1154.00		1153.48		.52	99.95
001 700 108 06						
COURT OVERTIME	14350.00	1799.20	14349.17		.83	99.99
001 700-108 07						
PHOENIX PROGRAM OVTM	7886.00	308.76	7885.32		.68	99.99
001-700-108-08						
SAKI OVTM	78.00		77.19		.81	98.96
001 700 112 00						
LONGEVITY	35880.00	2782.50	34907.50		972.50	97.28
001 700 211 00						
LAW ENFORCEMENT TELEPHONE	5000.00	164.87	4801.61		1198.39	76.03
001-700-214-00						
LAW ENFORCEMENT TRAVEL	5000.00	231.69	5180.38		180.38	103.60
001 700 216 00						
MAINTENANCE & REP EQUIP	10000.00	795.63	3912.80		6087.20	39.12
001 700 219-00						
LAW ENFORCEMENT RENTS	27000.00		27000.00			100.00
001-700-221-00						
LAW ENFORCEMENT TRAINING	30000.00	5060.76	34209.85		4209.85	114.03
001-700-222 00						
LAW ENF DUES & SUBS	4000.00	125.00	3335.00		665.00	83.37
001-700 223 00						
PROFESSIONAL SERVICE	27000.00	897.77	14966.63		12033.37	55.43
001-700 225 00						
LAW ENF LAUNDRY & DRY CLE	12000.00		5756.40		6243.60	47.97
001 700 233 00						
INVESTIGATIVE FUNDS	16530.00	3150.21	16482 44		47.56	99.71
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	1476.13	22245.15		2754.85	88.98
001 700-459-00						
NEW EQUIP-LAW ENFORCEMENT	298470.00	19504.21	307556.94		9086.94	103.04
TOTALS FOR 700 SHERIFF LAW ENFORCE	4821555.00	486144.16	4784275.61		37279.39	99.22

	APPROPRIATIONS (REVISED)	MONTH-TO DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 701 103-00						
SALARIES/SERV OF PROCESS	21:525.00	19601.56	219454.53		4929.53	101.82
001 701 104 00						
FICA SERVICE OF PROCESS	17150.00	1431.78	16123.26		1026.74	94.01
001 701 106-00						
RETIREMENT SER OF PROCESS	22419.00	2002.96	22650.52		241.52	101.08
001-701-108 00						
OVERTIME PROCESS	5000.00	122.96	3326.10		1673.90	66.52
001-701 112 00						
LONGEVITY	3660.00	305.00	3660.00			100.00
001 701-219 00						
SERVICE OF PROCESS RENTS	2100.00	175.75	1911.22		188.78	91.01
001 701 221 00						
TRAINING/PROCESS	1200.00	1197.76	1197.76		2.24	99.81
001-701 225 00						
PROCESS DRY CLEANING	1000.00		389.00		611.00	38.90
001 701 341-00						
PROCESS MATERIALS & SUPPS	1500.00		592.74		907.26	39.51
001 701 345 00						
SERVICE PROCESS UNIFORMS	3250.00	974.20	1544.03		1705.97	47 50
001-701 459 00						
PROCESS NEW EQUIPMENT	24400.00	10000 00	18401.96		5998.04	75.41
TOTALS FOR 701 SERVICE OF PROCESS	297204.00	35811.97	289251.12		7952 88	97.32

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 703 103-00						
SALARIES/CO JAIL/NON REMB	214050.00	12707.72	203577.42		10472.58	95.10
001 703-104-00						
FICA/CO JAIL NON REIMB	16831.00	958.73	15024.28		1806.72	89.26
001-703-106-00						
RET/CO JAIL NON REIMB	22001.00	1292.04	20399.95		1601.05	92.72
001 703 108 00						
OVERTIME/CO JAIL NON REIM	2000.00	7.58	965.72		1034.28	48.28
001 703 112 00						
LONGEVITY	3960.00	205.00	3490.00		470.00	88.13
001-703-341 00						
MATERIALS & SUPPLIES	1500.00	435.05	435.05		1064.95	29.00
001 703-345-00						
UNIFORMS/CO JAIL NON REIM	3000.00		782.68		2217.32	26.08
TOTALS FOR 703 JAIL STAGING AREA	263342.00	15606.11	244675.10		18666.90	92.91

	APPROPRIATIONS (REVISED)	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001 705 103 00						
HOME CONFINEMENT SALARY	55035.00	4882.27	54779.19		255.81	99.53
001 705-104-00						
HOME CONFINEMENT FICA	4369.00	486.28	4284.66		84.34	98.06
001 705-106 00						
HOME CONFINEMENT RET	7839.00	693.60	7765.60		73.40	99.06
001 705 108-00						
HOME CONFINEMENT OVTM	4450.00	418.13	4472.28		22.28	100.50
001-705-112 00						
LONGEVITY	420.00	35.00	420.00			100.00
TOTALS FOR 705 HOME CONFINEMENT	72113.00	6415.28	71721.73		391.27	99.45

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Direct all replies to:

Office of the Harrison County Commission

Laura Pysz, County Administrator

301 West Main Street – 3rd Floor

Clarksburg, West Virginia 26301

SEALED PROPOSALS MUST BE RECEIVED NO LATER THAN: [ ]

AT THE ADDRESS ABOVE

Consultant Services
Regional Farm Recreation Facility Feasibility/Site Use And/Or Disposition Study

DRAFT

GENERAL INFORMATION FOR BIDDERS

PURPOSE

The intent of this Request for Proposal (RFP) is to seek proposals on behalf of the County from experienced and qualified consultants (Consultants) to complete a Regional Farm Recreation Facility Feasibility/Site Use And/Or Disposition Study related to approximately fifty-four (54) vacant acres of land owned by the Harrison County Commission located along/with direct access to the I-279 corridor in Harrison County, West Virginia, generally described and depicted as follows:

DRAFT



Parcel 4 Above, District 15, Map 290, Parcel 4 – See DB 1626, PG 307 (53.94 AC) ("the Parcel").

The specific services to be provided are described in this RFP This RFP is divided into two distinct phases. The continuance into Phase 2 will be dependent on approval of Phase 1 by the County, and a decision to move into Phase 2 by the County.

ISSUING OFFICE/PROJECT ADMINISTRATOR

This RFP is issued by the Harrison County Commission, through its County Administrator, who is the project administrator for this RFP.

All questions regarding this RFP shall be made through the County Administrator at the following address.

Office of the Harrison County Commission
Laura Pysz, County Administrator
301 West Main Street – 3rd Floor
Clarksburg, West Virginia 26301
lpysz@harrisoncountywv.gov

The Harrison County Commission is not liable for any costs incurred by any bidder of the RFP prior to signing of a contract, nor shall the Harrison County Commission be liable for any expense incurred in replying to any request for proposal or invitation to bid.

Further, the Harrison County Commission reserves the right to accept or reject any or all proposals, to waive technicalities, and to take whatever action is in the best interest of the Harrison County Commission.

PPROPOSALS AND BID RECEIPT

To be considered, each bidder must submit a response to this RFP and respond to the SELECTION CRITERIA identifying your understanding of the services requested. The proposal must be signed in ink by an official authorized to bind the bidder to its provisions.

Copies of the proposal must be received at the following address:

Office of the Harrison County Commission
Laura Pysz, County Administrator
301 West Main Street – 3rd Floor
Clarksburg, West Virginia 26301
lpysz@harrisoncountywv.gov

Proposals must be received prior to _____.

SCOPE OF WORK

A. PHASE 1 – PRELIMINARY REVIEW AND PROPOSED NEEDS/DISPOSITION GUIDELINES

The following sections outline the baseline requirements of the Regional Farm Recreation Facility Feasibility/Site Use Study And/Or Disposition Study.

Community Consultation and Interviews

- Identify needs for improving the quality of life and servicing the needs of the local population (ie. facilities gaps, access gaps, etc.), that align with County's directives

- Interviews with a provided list of stakeholders (Attachment A)

- General Community Consultation(s) to discuss input on a Regional Recreation Feasibility Facility Pre-Design Report

Potential Facility Content Requirements and Recommendations

- Concept level design for farm and farm related recreational facility on approximately 10-15 acres located within the Parcel, with related infrastructure feasibility, as further described below

- Review of past reports and consultations, if any

- Tabletop review of all current facilities including age, replacement costs, general condition, etc.

- Jurisdictional scan of comparisons of facilities in similar sized regions

- Potential concept layout of a facility

- Consideration should be given to design components that would help to ensure a welcoming inclusive environment for all

- Analysis and presentation of options for divestiture and/or use of remaining acreage, with emphasis on areas further identified by the Commission

Cost Benefit Analysis and Economic Impact Assessment

- Preparation of a Cost Benefit Analysis (CBA) that may have future use in supporting funding applications to the State of West Virginia

- Preparation of an economic assessment that may support investment by the State of West Virginia or other stakeholders

- Identification of funding programs for which the project may qualify

Preliminary Physical Siting and Access Analysis

- Factoring in concept design requirements

- Development of building design options that can be comparatively analyzed relative to the project's functional, operational, and architectural objectives. Preparation of design

drawings that describe the scope of project and articulate an architectural vision for the site and related uses.

- Development of an evaluation matrix for use in evaluation of potential locations within the Parcel. This should include without limitation:
    - o Land development and servicing costs;
    - o Site benefits and limitations;
    - o Centrality and ease of access to residents
    - o Consideration relative to historically excluded communities;
    - o Accessibility to Public Transit, active transportation networks and trail systems;
    - o Proximity to other public amenities, residential and commercial areas;
    - o Parking;
    - o Traffic;
    - o Greenhouse Gas impact;
    - o Other social/economic considerations.
- Recommended sites within the specified property
- Identify all utilities, including communication utilities, and characterize strengths, weakness and service provision challenges
- Review and assess available information aerial photos, base plans, utilities, topographical maps of the proposed site
- Conduct land use analysis to determine site capacity for its ability to accommodate the new building, and associated site elements such as parking, landscaping, outdoor activity areas, etc

Operational and Capital Cost Estimates

- Building Construction Costs (substructure, structure, exterior enclosure, base building partitions and doors, base building finishes, base building fittings and equipment, base building mechanical and base building electrical)
- Site Construction Costs (site specific utility, connections, storm water management, parking, landscaping, site lighting, etc)

- Soft Costs (design fees, development charges, furniture fixtures and equipment, project management, contingencies, etc)

- Estimates of operating and capital costs (including energy modeling) and revenue models

- Estimates of annual gross and net operating costs

- Scales of operating economies that may be achieved through combination of venues

- Estimate of the capital required to replace key building and site components and systems over a defined period of time (20 and 25 years) because they have reached the end of their useful life. This is extremely important when comparing a "maintain existing" scenario to a "new build" Scenario. Cash flow requirements to support recapitalization will vary significantly between new buildings, renovated buildings with new systems and renovated buildings with existing systems.

Ownership and Delivery Models

- Potential ownership models that may or may not include all Municipality, Public, Private Partnerships

- Shared funding models should be structured such that they could be applied to other regionally shared recreation facilities, if possible

- Shared disposition/use of remainder of the Parcel should be analyzed, with emphasis on commercial and/or industrial property development on the remainder of the Parcel

Public Presentation of Draft Concept

- Public presentation and input session to gather feedback on the draft concept

- Addition feedback gathered through social media platforms

Deliverables

All draft and final reports and appendices will be prepared and made available to County staff in digital, writable file formats compatible with County software and approved by County staff (Word, Excel, Power-point, CAD, etc.), with duplicate versions in read-only format (PDF). All documents will follow consistent formatting and style guidelines. Drafts for staff review will be supplied electronically, and eight (8) bound, hard copies of each document accepted as final versions by County staff will be provided by the Consultant.

B. PHASE 2 – PROJECT REQUIREMENTS

Following the completion of the Phase 1, the County will need to decide how to proceed. Should there be a decision to proceed with further development of a Regional Farm Recreation Facility Phase 2 of this RFP would begin. Phase 2 Project Requirements will include the following:

Refinement of Facility Content Requirements and Recommendations

- Finalization of content elements
- Independent review of Accessibility Standards

Refinement of Facility Design Cost Estimates

- Refinement of site development costs
- Detailed inclusion of accessibility costs
- Energy modeling- Net zero compared to enhanced baseline

Analysis of Financing Options

- Identification of what elements of this project may qualify for external funding
- Financial analysis of borrowing vs stakeholder contributions vs other potential Capital funding models

In-depth Analysis of Operating Costs

- Refinement of operating costs
- Revenue projection refinement

Q&E / TECHNICAL PROPOSAL

Respondent shall respond to and reference each section and subsection for portion(s) of RFP proposal. At a minimum, your Qualifications Proposal shall include the following information. Failure to discuss each item may deem the submittal non-responsive and may result in non-consideration of respondent's services.

A. Proposer Information

1. Name, address, email, telephone number, fax number of proposing firm and parent company, if any, from which the project will be managed.

2. Nature of proposing firm and parent company, if any.

3. Submit the names and contact information of the "principal" staff member(s) who will be responsible during the performance of the contract.

4. Provide a list of at least three (3) but no more than five (5) similar and/or relevant organizations that you have provided generators to during the past five (5) years. This information must include the business name, contact person, address, email address, and phone number.

B. Miscellaneous Requirements:

All proposals must provide written proof that:

¬ The selected Company/Proposer is licensed to conduct business in the State of West Virginia.

¬ The selected Company/Proposer must certify that it is employing only US Citizens or those persons legally in the United States.

B. All technical proposals should include any conclusions, remarks and/or supplemental information that is pertinent to this request. Submitters are also required to provide written information regarding their inability to conform to any of the technical requirements listed above. Failure to do so will result in disqualification of proposal.

PRICE PROPOSAL

At a minimum, your Price Proposal shall include the following:

1. Completion of Proposal Cover Sheet (Attachment B) in its entirety.

2. Fully executed Non-Collusion Certificate (Attachment C)

3. Proof of current business licenses.

4. Statement that only US Citizens or legal immigrants are employed.

5. Proof of minimum insurance requirements as detailed in Section IX below.

6. Any conclusions, remarks and/or supplemental information pertinent to this request.

TERM OF CONTRACT

A. The contract will commence upon acceptance of the bid/proposal by the Harrison County Commission.

B. If the Firm and/or Company awarded the bid subsequently fails to comply with these specifications, it will be given thirty (30) calendar days' notice to render satisfactory service. If at the expiration of such thirty (30) calendar days' notice, the unsatisfactory conditions have not been corrected, the County Commission reserves the right to terminate the contract.

PAYMENT

Payment will be made consistent with the executed contract.

PERFORMANCE, PAYMENT AND MAINTENANCE BONDS

No performance bond is required for this project.

SELECTION PROCESS

A. This solicitation is issued pursuant to the implementation of Harrison County's Purchasing Policy. Harrison County shall not be liable for any costs not included in the proposal, not contracted for subsequently, or in regard to preparation of your proposal.

B. Responses to this request will be evaluated and selection will be made of those firms judged to be most qualified.

C. It is the County Commission's intent to open and review each firm's Qualifications & Experience/ Technical Proposal to determine a firm's qualifications, experience and technical approach to the services. If it is determined that a firm's Qualifications & Experience/Technical Proposal is acceptable, then price will be considered.

D. Since it is the County Commission's desire to select the most qualified firm, the Commission reserves the right to schedule oral presentations from those firms it deems most qualified, to take place within ten (10) business days following notification.

E. Selection criteria to be used:

1. Responsiveness to the scope of work and these instructions;

2. Past performance of the firm including timely completion of services, compliance with scope of work performed within budgetary constraints, and user satisfaction;

3. Specialized experience and technical competence in performing relevant services, including qualifications of staff members who will be involved in these services;

4. Oral presentations, if required;

5. Composition of the principals and staff assigned to provide these services, particularly the proposed manager and immediate staff, and their qualifications and experience with services such as that being proposed;

6. Adequacy of the personnel of the firm to accomplish the proposed scope of work on a timely basis;

7. Firm's capacity to perform the work, giving consideration to current workloads;

8. Firm's familiarity with problems applicable to this type of services;

9. References from previous clients, including size and scope of the services, name and telephone number of contact person.

10. Price Proposal.

PROPOSALS AND AWARD SCHEDULE

A. Proposals received prior to the deadline will be treated as confidential, until receipt of all Proposals and opening of the same. Proposals received after the deadline will not be considered in the evaluation process and will be unopened.

B. It is expected that the contract award will be made within thirty (30) calendar days after the opening of proposals. The contract will be awarded to the Company whose proposal, conforming to this request, will be the most advantageous to Harrison County.

C. Proposals must give the full name and address of the proposer and the person signing the proposal shall indicate his or her title and/or authority to bind the firm in a contract.

D. Proposals may not be altered or amended after they are opened.

E. The approval or disapproval of the Company's Proposal will be determined by its response to this request and on past performance. No assumptions should be made on the part of the Firm/Company as to the County Commission's prior knowledge of their abilities.

F. Harrison County reserves the right to request clarification of information submitted and to request additional information of one or more applicants.

REQUEST FOR PROPOSAL TERMS AND CONDITIONS

A. The County Commission reserves the right to reject any or all proposals or to award the contract to the next recommended Company if the successful Company fails to execute an agreement within ten (10) calendar days after being notified of the award of this proposal.

B. Harrison County reserves the right to request clarification of information submitted and to request additional information of one or more applicants.

C. Any proposal may be withdrawn up until the date and time set within this RFP for the opening of the proposals. Any proposal not so withdrawn will constitute an irrevocable offer, for a period of ninety (90) calendar days, to sell to Harrison County the property/item(s) set forth above, in the manner and at the costs set forth.

D. The selected Company shall be required to enter into a contract agreement with the County Commission. See Attachment D, incorporated herein by reference. Any agreement or contract resulting from the acceptance of the proposal shall be made on forms approved by Harrison County and shall contain, at a minimum, applicable provisions of this request for proposal. The County Commission reserves the right to reject any agreement that does not conform to this Request for Proposals and any Harrison County requirements for agreements or contracts, see Attachment D.

E. Selected Firm/Company shall not assign any interest in the contract and shall not transfer any interest in the same without prior written consent of the Harrison County Commission.

F. No reports, information or data given to or prepared by the Firm/Company under this agreement shall be made available to any individual or organization by the Firm/Company without the prior written approval of the Harrison County Commission.

G. Firms/Companies shall give specific attention to the identification of those portions of their proposals that they deem to be confidential, proprietary information or trade secrets and provide any justification why such materials, upon request, should not be disclosed by the County Commission under the West Virginia Freedom of Information Act.

H. Harrison County shall not be liable for any costs incurred by the Firm/Company in regard to preparation of its proposal.

I. Harrison County reserves the right to request interviews.

J. The County Commission reserves the right to reject any and/or all proposals, to waive technicalities, and to take whatever action is in the best interest of the County.

K. Harrison County reserves the right to not hold discussions after award of the contract.

L. By submitting a proposal, the Firm/Company agrees that it is satisfied, as a result of its own investigations of the conditions set forth in this request, and that it fully understands the obligations set forth therein.

M. The Firm/Company shall abide by and comply with the true intent of the RFP and its Scope of Work and shall not take advantage of any unintentional error, ambiguity or omission, but shall fully complete every part as contemplated by the true intent and meaning of the scope of services described herein.

N. The Firm/Company hereby represents and warrants:

1. That it is now, or will be by the time its Proposal is opened, qualified to do business in the State of West Virginia and that it will take such action as, from time to time hereafter, may be necessary to remain so qualified;

2. That it is not in arrears with respect to the payment of any monies due and owing the State, or any department or agency thereof, including, but not limited to, the payment of taxes and employee benefits, and that it shall not fall into arrears during the term of the contract; that it shall comply with all federal, State, and local laws, ordinances, and legally enforceable rules and regulations applicable to its activities and obligations under the contract;

3. That it shall procure, at its expense, all licenses, permits, insurance, and governmental approvals, if any, necessary to the performance of its obligations under the contract;

4. That the facts and matters set forth hereafter in the contract and made a part hereof are true and correct.

O. In addition to any other remedy available to Harrison County, breach of any of the services contracted herein shall, at the election of the County Commission, be grounds for termination of the contract. Failure of the County Commission to terminate the contract shall not be considered or construed as either a waiver of such breach or as a waiver of any rights or remedies granted or available to Harrison County.

P. The contractual obligation of Harrison County under the contemplated contract is contingent upon the availability of appropriated funds from which payment for this contract can be made.

LIST OF APPENDICES THAT ARE ATTACHED

Attachment A – List of Stakeholders

Attachment B – Proposal Cover Sheet

Attachment C – Non-Collusion Certificate

Attachment D – Agreement for Professional Services

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ATTACHMENT A
LIST OF STAKEHOLDERS FOR CONSULTATION

- Municipal staff from local public entities, including Recreation and Community Development Department;
- Farm/youth development community-based groups,
- Seniors groups
- Groups and organizations that serve and/or advocate for persons with disabilities

- General public, through community consultation sessions;
- Local and regional area organizations currently operating farm recreational facilities,
- Local area organizations operating indoor and outdoor recreational and athletic facilities and arenas,
- Potential partners, including and without limitation: School Districts and/or Fairmont State University/West Virginia University, private sector, etc.;
- Harrison County Chamber of Commerce;
- Others as identified by the Consultant Team and Commission.

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ATTACHMENT B
PROPOSAL COVER SHEET

This cover sheet must be placed on the very top of your proposal.

Bid Title: _____

Bid Due Date & Time: _____

We have received all documents related to the above referenced project. We have examined all documents and have had the opportunity to submit questions for clarification. We hereby propose to furnish the services per the specifications as follows:

[insert price proposal]

• Tax Exempt – Do not include tax

Estimated Delivery/Completion Date:_____

Company Name:_____

Address:_____

Federal Identification Number:_____

By:_____

Title:_____

DRAFT

ATTACHMENT C

NON-COLLUSION CERTIFICATE

I HEREBY CERTIFY I am the _____
(Title)

and the duly authorized representative of the firm of _____

whose address is_____

AND THAT NEITHER I nor, to the best of my knowledge, information and belief, the above firm nor any of its other representatives I here represent have:

(a) Agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the bid or offer being submitted herewith;

(b) Not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the bid price or price proposal of the bidder or offeror herein or any competitor, or competitive bidding in connection with the Contract for which the within bid or offer is submitted; and that no member of the County Commission of Harrison County, West Virginia, administrative or supervisory personnel or other employees of Harrison County have any interest in the bidding company except as follows: (complete if applicable)

_____

_____

_____

I solemnly affirm under the penalties of perjury that the contents are true to the best of my knowledge, information, and belief.

Signature: _____ Printed or Typed Name: _____

Date: _____

ATTACHMENT D

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (the "Agreement") is made and entered into effective this ____ day of _____, 2022 (the "Effective Date"), by and between the THE HARRISON COUNTY COMMISSION, a West Virginia public body whose address is _____(the "County"), and CONTRACTOR LEGAL NAME, a home state Select Entity Type whose principal business address is Contractor principal business address ("Contractor").

WHEREAS, the County desires to retain the services of Contractor, and Contractor desires to provide services to the County.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in this Agreement, the sufficiency of which is hereby acknowledged, the parties agree as follows:

I. SERVICES.

A. Services. At the County's direction, Contractor will provide type of services and products as set forth in Exhibit A, attached and incorporated by reference (the "Services"). The County reserves the right to omit any of the Services identified in Exhibit A upon written notice to Contractor.

B. Controlling Terms. The terms of this Agreement will control if the terms of any exhibit, attachment, or invoice conflict with this Agreement.

C. Deliverables.

1. Electronic format. Contractor will provide all reports, surveys, maps, plans, drawings or photographs, or any other materials that lend themselves to production in electronic format ("Deliverables") to the County in both hard copy and electronic formats acceptable to the County, unless otherwise directed by the County in writing. Contractor's failure to do so will constitute a material breach of this Agreement. Contractor will consult with the County to determine acceptable electronic formats before beginning the Services. All Deliverables and other tangible materials produced by Contractor pursuant to this Agreement will at all times be considered the property of the County.

2. Spatial Data. Deliverables including spatial data (GIS/AutoCad) will include geospatial datasets (those generated from GPS, survey data, or other derived geospatial data like orthography) in Environmental Systems Research Institute, Inc.'s ("ESRI") file/personal geodatabase or shapefile format, including a coordinate system projection information or file. Point features will be generated as point shapefiles, linear features will be generated as line shapefiles, and area features will be generated as polygon shapefiles. Any geospatial dataset derived from new or existing geospatial data will be in file/personal geodatabase or shapefile format, along with an explanation of the method used to generate the derived geospatial data. Spatial Coordinate or Survey System will be documented and used, along with a coordinate system projection file for said data. Contractor will provide complete metadata (who, what, when, where, how) for all provided spatial data and related information.

3. Digital images. Contractor will provide non-copyrighted, high resolution, illustrative, digital images of project site plans, elevations, renderings, photos, and other Deliverables, as directed by the County, suitable for reproduction of and dissemination in marketing materials and at County Council hearings and public presentations. Contractor will affirm that the images do not violate copyright laws and will indemnify and hold harmless the County from liability for any expense, cost, loss or damage resulting from any claim of copyright infringement arising from the County's use of the images. All images provided will become the property of the County.

D. Contractor Representations. Contractor warrants and represents that it has the requisite authority, capacity, experience and expertise to perform the Services in compliance with the provisions of this Agreement and all applicable laws. Contractor acknowledges that the County is relying on Contractor's expertise, skill, and knowledge, and that the Contractor's obligations and liabilities will not be diminished by reason of any approval or review by the County.

E. Warranties; Standard of Care. Contractor warrants that all work performed under this Agreement will be free from defects in workmanship, equipment, and materials. Upon acceptance of the work, Contractor will transfer the benefit of any applicable manufacturer's warranty to the County. Moreover, Contractor represents that the Services provided: (i) will be performed in accordance with the applicable professional standard of care of a reasonable professional that is performing the same or similar work, at the same time and locality and under the same or similar conditions faced by Contractor, and (ii) will be performed in a timely manner as required by the Agreement and performed and supervised by qualified personnel. Contractor further represents that all application software developed or implemented by Contractor under this Agreement, when used in accordance with its associated documentation, shall not infringe upon the rights or marks of a third party. Contractor further represents that it is not a party to nor subject to any agreement or order which would limit, prevent or restrict its performance of any Services.

F. Prosecution of the Services. Contractor will furnish all labor, materials, tools, supplies, machinery, utilities, and other equipment that may be necessary for the prompt completion of the Services. Contractor will monitor, supervise, and otherwise control and be solely responsible for all persons or entities performing work on its behalf. All work, if related to construction, will be performed in accordance with the County's Engineering Standards and Specifications.

G. Correction of Errors. Contractor will correct any errors or omissions in its work and any work deemed unsatisfactory or unacceptable by the County promptly and for no additional compensation.

H. Subcontractors. Contractor will not engage subcontractors to perform any part of the Services, other than for the provision of goods, materials or supplies, without the County's express written consent.

I. Licenses & Permits. Contractor and each subcontractor will be responsible to obtain all required licenses and permits, including a County Contractor's license, if required. Contractor will pay any and all license and permit fees.

J. Rate of Progress. Contractor will complete all Services to the County's satisfaction within identify timeframe (not contract term) if applicable, or delete sentence. Contractor's rate of progress is a material term of this Agreement. At the County's request, Contractor will provide a progress schedule for the performance of any Services subject to the County's approval.

K. Monitoring and Evaluation. The County reserves the right to monitor and evaluate the progress and performance of Contractor to ensure that the terms of this Agreement are being satisfactorily met in accordance with the County's and other applicable monitoring and evaluating criteria and standards. Contractor will cooperate with the County relating to such monitoring and evaluation.

L. Drugs, Alcohol and Workplace Violence; Compliance with Applicable Law. Contractor and its employees and agents, while performing the Services or while on County property for any reason during the Term, will adhere to the County's policies applicable to County employees regarding drugs, alcohol and workplace violence. Policies will be made available to Contractor upon request. Contractor will comply with all applicable federal, state and local laws, ordinances and regulations.

M. Non-Exclusivity. The County may engage the services of other persons for the provision of Services that could be performed under this Agreement. Contractor acknowledges that it is not entitled to perform any work except as assigned under this Agreement and is not guaranteed any amount of work.

II. COMPENSATION.

A. Amount. As compensation for performance of the Services and any other obligations under this Agreement, the County will pay Contractor for work actually performed, in accordance with the rates set forth in Exhibit A, a sum not to exceed **$ [ ] (if applicable; otherwise, modify accordingly**. The compensation established by this Agreement includes all of Contractor's costs and expenses to fully perform the Services and other obligations of this Agreement. The County will not consider or be obligated to pay or reimburse Contractor any other charges or fees and Contractor will not be entitled to any additional compensation or reimbursement.

B. Changed Conditions. Contractor specifically waives any claim for additional compensation for any changed condition arising out of any one or more of the following, unless such changed condition is caused in whole or in part by acts or omissions within the County's control: (1) a physical condition of the site of an unusual nature; (2) any condition differing materially from those ordinarily encountered and generally recognized as inherent in work or services of the character and at the location provided for in this Agreement; or (3) any force majeure.

C. Invoices. Contractor will submit invoices on a monthly basis, in a format approved by the County, and provide verification documentation as requested by the County. Invoices will be submitted to the County not more frequently than monthly. Invoices will identify the specific Services performed for which payment is requested, including a description of the Services, the applicable rates, any costs for which Contractor seeks reimbursement, and the total amount that Contractor claims is due.

D. Payment. The County will make payment to Contractor within thirty (30) days after receipt and approval of invoices submitted by Contractor. The County's obligation to make payment is contingent upon the Contractor's: (a) submission of a complete and accurate invoice; and (b) satisfactory performance of the Services and conditions of this Agreement. The County may withhold payment of any disputed amounts, and no interest will accrue on any amount withheld pending the resolution of the dispute.

E. IRS Form W-9. If not on file with the County, Contractor will provide to the County a current, completed Internal Revenue Service Form W-9 with or before Contractor's first invoice. Failure to submit a W-9 may result in delay or cancellation of payment under this Agreement.

F. Appropriation. This Agreement will neither constitute nor be deemed a multiple fiscal-year debt or financial obligation of the County based on the County's ability to terminate this Agreement. Contractor acknowledges that the County has made no promise to continue to budget funds beyond the current fiscal year and that the County has and will pledge adequate cash reserves on a fiscal-year by fiscal-year basis.

III. TERM AND TERMINATION.

A. Term. The term of this Agreement will be from the Effective Date until [ ] ("Term"), unless the Term is extended in by validly executed written amendment.

B. Termination.

1. Generally. The County may terminate this Agreement without cause if the County determines that such termination is in the County's best interest. The County will effect such termination by giving written notice of termination to Contractor, specifying the effective date of termination, at least fourteen (14) calendar days prior to the effective date of termination.

2. For Cause. If, through any cause, Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, violates any provision of this Agreement or violates any applicable law ("Breach"), the County may terminate this Agreement for cause immediately upon written notice of termination to Contractor. Contractor will not be relieved of liability to the County for any damages sustained by the County by virtue of any Breach, and the County may withhold payment to Contractor for the purposes of setoff until such time as the exact amount of damages due to the County from Contractor is determined. If Contractor challenges a termination for cause by the County and prevails, the termination for cause will be deemed to be a termination for convenience and will be effective fourteen (14) days from the date that the original written notice of termination for cause was given to Contractor and no further notice will be required.

3. Effect of Termination. The County will be liable to pay Contractor for Services performed as of the effective date of termination, but will not be liable to Contractor for anticipated profits. Unless otherwise instructed in writing, Contractor will immediately discontinue performance of the Services upon receipt of a notice of termination.

C. Contractor's Remedies for Breach.

1. Contractor may terminate this Agreement for non-payment of sums due under this Agreement except where non-payment is pursuant to the County's rights under this Agreement. Contractor will first provide the County written notice of Contractor's intent to terminate and allow the County ten (10) days within which to make payment.

2. Pending resolution of any material breach by the County, Contractor may, in addition to any other remedies provided by law, discontinue performance of the Services without being in breach of this Agreement.

IV. INDEMNITY.

Contractor will be liable and responsible for any and all damages to persons or property caused by or arising out of the negligent or willful actions or omissions in the performance of the Services by Contractor, its employees, agents, or other persons acting under Contractor's direction or control. Contractor will indemnify and hold harmless the County, its elected and appointed officials and its employees, agents and representatives (the "Indemnified Parties"), from any and all liability, claims, demands, actions, damages, losses, judgments, costs or expenses, including, but not limited to, attorney fees, which may be made or brought or which may result against any of the Indemnified Parties as a result or on account of the negligent, grossly negligent, willful and wanton, or intentional actions or omissions of Contractor and/or its employees, agents or representatives or other persons acting under Contractor's direction or control. Contractor will include the provisions of this Section in any such subcontracts engaged to perform any part of the Services. The provisions set forth in this Section will survive the completion of the Services and the satisfaction, expiration or termination of this Agreement.

V. INSURANCE.

A. Required Policies. Contractor will procure and keep in force the following insurance subject to the conditions below, for the duration of this Agreement:

1. Commercial General Liability Insurance. Comprehensive general liability insurance insuring against any liability for personal injury, bodily injury or death arising out of the performance of the Services with at least **One Million Dollars ($1,000,000)** each occurrence.

2. Products and Completed Operations Insurance. Products and completed operations insurance insuring against any liability for bodily injury or property damage caused by the completed Services, with a combined single limit of at least **One Million Dollars ($1,000,000)**.

3. Comprehensive Automobile Liability Insurance. Comprehensive automobile liability insurance insuring against any liability for personal injury, bodily injury or death arising out of the use of motor vehicles and covering operations on or off the site of all motor vehicles controlled by Contractor that are used in connection with performance of the Services, whether the motor vehicles are owned, non-owned or hired, with a combined single limit of at least **One Million Dollars ($1,000,000)**.

4. Professional Liability Insurance. If Contractor is an architect, engineer, surveyor, appraiser, physician, attorney, accountant or other licensed professional, or if it is customary in the trade or business in which Contractor is engaged, or if the County otherwise deems it necessary, errors and omissions professional liability insurance insuring Contractor against any professional liability with a limit of at least **One Million Dollars ($1,000,000.00)** per claim and annual aggregate.

5. Other Insurance. Workers' compensation insurance (unless Contractor provides a completed Declaration of Independent Contractor Status Form) and other insurance required by applicable law.

The limits of any insurance required by this Agreement will not limit Contractor's liability.

B. Terms of Insurance.

1. Additional Insured. Except for the professional liability policy, if applicable, and workers' compensation policy, **all required insurance policies shall name the County as an additional insured** and will provide that the County, although named as an additional insured, will nevertheless be entitled to recovery under said policies for any loss occasioned to the County or its officers, employees or agents by reason of the negligence of Contractor or its officers, employees, agents, subcontractors or business invitees. The insurance policies will be for the mutual and joint benefit and protection of Contractor and the County. **Such policies will be written as primary policies not contributing to and not in excess of coverages the County may carry**.

2. Qualification; Deductible. Insurance required by this Section will be with companies qualified to do business in the State of West Virginia and may provide for deductible amounts as Contractor deems reasonable for the Services, but in no event greater than **Ten Thousand Dollars ($10,000.00)**, and Contractor will be responsible for the payment of any such deductible.

3. Cancellation. No such policies will be cancelable or subject to reduction in coverage limits or other modification unless previously approved by the County in writing.

4. Coverage Type. Contractor will identify whether the type of coverage is "occurrence" or "claims made." If the type of coverage is "claims made," which at renewal Contractor changes to "occurrence," Contractor will carry a twelve (12) month tail. Contractor will not do or permit to be done anything that will invalidate the policies.

5. No "Pollution Exclusion." The insurance required by this Agreement will cover any and all damages, claims or suits arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of pollutants, and will not exclude from coverage any liability or expense arising out of or related to any form of pollution, whether intentional or otherwise. If necessary, Contractor will secure and maintain either a rider or a separate policy insuring against liability for pollution related damages, claims or suits, as described in subsection ii(a), with at least **Two Million Dollars ($2,000,000)** each occurrence, subject to approval by the County, which approval will not be unreasonably withheld.

6. Evidence of Coverage. Before commencing work under this Agreement, Contractor will provide certificates of insurance policies and all necessary endorsements evidencing insurance coverage required by this Agreement. The County will not be obligated under this Agreement until Contractor provides acceptable such certificates of insurance and endorsements. If the Term extends beyond the period of coverage for any required insurance, Contractor will, at least ten (10) days before the expiration of any such insurance coverage, provide the County with new certificates of insurance and endorsements evidencing either new or continuing coverage.

C. Subcontracts. Contractor will include the insurance requirements of this Agreement in all subcontracts. Contractor will be responsible if any subcontractor fails to procure and maintain insurance meeting the requirements of this Agreement.

VI. GENERAL PROVISIONS.

A. Independent Contractor. **The relationship between Contractor and the County will be as independent contractors, and neither the County nor Contractor will be deemed or constitute an employee, servant, agent, partner or joint venturer of the other. Contractor is obligated to pay federal and state income tax on any money earned pursuant to this Agreement, and neither Contractor nor Contractor's employees, agents or representatives are entitled to workers' compensation benefits, unemployment compensation benefits, sick and annual leave benefits, medical insurance, life insurance, or pension or retirement benefits from the County.**

B. No Assignment. Contractor will not assign or transfer any rights, interests, or obligations under this Agreement without the County's prior written consent.

C. Governing Law; Jurisdiction and Venue; Recovery of Costs. This Agreement will be governed by the laws of the State of West Virginia without regard to its conflicts of laws provisions. For all claims arising out of or related to this Agreement, Contractor consents to the exclusive jurisdiction of and venue in the state courts in Harrison County, West Virginia. Contractor waives any exception to jurisdiction because of residence, including any right of removal based on diversity of citizenship. The prevailing party in any litigation to resolve a dispute between the parties arising from this Agreement will be entitled to recover court costs and reasonable attorney fees from the non-prevailing party.

D. Governmental Immunity. No term or condition of this Agreement will be construed or interpreted as an express or implied waiver of any of the immunities, rights, benefits, protections, or other provisions of the West Virginia Governmental Immunity Act.

E. Time of the Essence. Contractor acknowledges that time is of the essence in the performance of this Agreement. Contractor's failure to complete any of the Services during the Term, or as may be more specifically set forth in an exhibit, notice to proceed, change order, or any approved progress schedule, will be deemed a breach of this Agreement.

F. No Third-Party Beneficiaries. Enforcement of the terms and conditions of this Agreement and all rights of action relating to such enforcement will be strictly reserved to the parties. Any person other than the County and Contractor will be deemed to be only an incidental beneficiary under this Agreement.

G. No Waiver. The waiver of any breach of a term of this Agreement, including the failure to insist on strict compliance or to enforce any right or remedy, will not be construed or deemed as a waiver of any subsequent breach of such term; any right to insist on strict compliance with any term; or any right to enforce any right or remedy with respect to that breach or any other prior, contemporaneous, or subsequent breach.

H. Rules of Construction. Neither party will be deemed to have drafted this Agreement. This Agreement has been reviewed by all parties and will be construed and interpreted according to the ordinary meaning of the words used so as to fairly accomplish the purposes and intentions of all parties. No term of this Agreement will be construed or resolved in favor of or against the County

or Contractor on the basis of which party drafted the uncertain or ambiguous language. Where appropriate, the singular includes the plural and neutral words and words of any gender will include the neutral and other gender. Paragraph headings used in this Agreement are for convenience of reference and will in no way control or affect the meaning or interpretation of any provision of this Agreement.

I. Severability. A holding by a court of competent jurisdiction that any term of this Agreement is invalid or unenforceable will not invalidate or render unenforceable any other term of this Agreement.

J. Acknowledgement of Open Records Act. Contractor acknowledges that the County is a public entity subject to the West Virginia Open Records Act, and this Agreement and any related documents are subject to public disclosure.

K. Authority. The parties represent and warrant that they have taken all actions necessary to legally authorize the undersigned signatories to execute this Agreement for the parties and to bind the parties to its terms. The signatories represent and warrant that each has legal authority to execute this Agreement for the party he or she represents and to bind that party to its terms.

L. Counterparts. This Agreement may be executed in any number of counterparts, each deemed to be an original, and, taken together will constitute one and the same instrument.

M. Entire Agreement; Modification; Binding Effect. This Agreement contains the entire agreement of the parties relating to the subject matter of this Agreement and, except as expressly provided, may not be modified or amended except by validly executed written agreement of the parties. All prior and contemporaneous agreements and understandings, whether oral or written, are superseded by this Agreement and are without effect to vary or alter any terms or conditions of this Agreement. This Agreement will be binding upon, and will inure to the benefit of, the parties and their respective heirs, personal representatives, successors and assigns.

_____

Susan J. Thomas

_____

David L. Hinkle

_____

Patsy S. Trecost, II

A-1

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, June 8, 2022, through Tuesday, June 14, 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 8, 2022, the following matters were disposed of in the presence of the Clerk:

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

BETTY HENDERSON hereby waived his/her right as EXECUTRIX of the estate of **CLEE T HENDERSON**, deceased. **CLEE T HENDERSON II**, who was named in the last will and testament of **CLEE T HENDERSON**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Monday, June 13, 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, **KELLY J. CLOVIS MAGUIRE** was appointed and qualified as ADMINISTRATRIX of the estate of **JAMES ALBERT CLOVIS**, deceased. Bond was 1,000.00.

On, Tuesday, June 14, 2022, the following matters were disposed of in the presence of the Clerk:

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **AIMEE MARIE BATTEN** was appointed and qualified as ADMINISTRATRIX of the estate of **LOUIS MICHAEL BATTEN**, deceased. Bond was 100,000.00

John R Spires
Clerk of the Harrison County Commission

Wednesday, June 29, 2022

Confirmed

Estate: 10481

United States of America

A-2

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

Clerk's Fiduciary Report

Estate from Wednesday, June 15, 2022, through Tuesday, June 21, 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 15, 2022, the following matters were disposed of in the presence of the Clerk:

The said estate of **ROGER MARK JONES**, deceased was referred to **JAMES A VARNER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

The said estate of **SANDRA C (DRUSILLA) SMALLWOOD**, deceased was referred to **NORMAN T FARLEY**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

On, Thursday, June 16, 2022, the following matters were disposed of in the presence of the Clerk:

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

MARK ANTHONY SALENTRO, who was named in the last will and testament of **JAMES ANTHONY SALENTRO**, deceased, as CO EXECUTOR thereof, qualified as such. Bond was 5,000.00.
MICHAEL PATRICK SALENTRO, who was named in the last will and testament of **JAMES ANTHONY SALENTRO**, deceased, as CO EXECUTOR thereof, qualified as such. Bond was 5,000.00.

On, Tuesday, June 21, 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, **CAROLYN SUE WELCH** was appointed and qualified as ADMINISTRATRIX of the estate of **RICHARD DALE WELCH**, deceased. No bond was required.

The said estate of **COLLEEN SUE SCOTT**, deceased was referred to **JAMES A VARNER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

Wednesday, June 29, 2022

John R Spires
Clerk of the Harrison County Commission

Confirmed

Estate: 10482

FiduciaryReport

C-1

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

Enlarged Hepzibah PSD

Regular Board Meeting

Monday, May 9, 2022

With due notice published and a quorum present, Darlene Swiger called the meeting to order: ROLL CALL

Present	**Employees**	**Also Present**
Darlene Swiger	Kevin Short	Tom Marion
Sharon Hamilton		
Fred Martin		

1. **Approval of Minutes**
   Sharon Hamilton made a motion to approve the minutes for Monday, May 9, 2022 as read. Fred Martin seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**
   Fred Martin made a motion to approve the Checks Signed Document dated 3/01/22 through 3/31/22. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

3. **Hepzibah Water Project**
   Tom Marion was present to present the board with an update on the Hepzibah Water Project. Tom stated that the rights of ways is over the 80% mark, and can now request authorization to bid by June 10th from I.J.D.C. Kevin and Tom and the Board discussed in detail.

4. **Manager's Report**

A. Kevin discussed down sizing the sewer project in Meadowbrook. Kevin and Tom and the Board discussed in detail.

B. Kevin presented the Board with photographs of the plants, discussing the mechanical and electrical problems that needs to be addressed. Kevin recommends going to the RFQ for plant upgrades. Kevin and the board discussed in detail. **Fred Martin made a motion to move forward in going to the RFQ for plant upgrades. Sharon Hamilton seconded the motion, all in favor, none opposed and none abstained.**

C. Kevin discussed a call he received from Jason Farrell, Financial Director of the Clarksburg Water Board. They made a payment agreement on 2/28/22 to pay off the balance of $46,687.13 over a 25 month period. Kevin and the Board discussed in detail.

D. Kevin informed the Board that the rate increase took affect this month, water is 6.53% and sewer is 25% with the minimum total for (0) usage being $37.23 for water, and $31.65 for sewer for a total of $68.88 for both with (0) usage. Kevin and the Board discussed in detail.

E. Kevin provided the Board with a copy of the Accounts that are to be written off. and discussed. **Fred Martin made a motion to approve the accounts to write off reports. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.**

F. Kevin provided the Board with copy's of the A/P Aging Summary as of April, 30, 2022. Also provided the Profit & Loss report for April, 2022 and the Statement of Cash Flows for April

2022, and a copy of the Accounts Payable by Aging Period as of April. 30, 2022 and discussed.

G. Kevin provided the Board with copies the Profit & Loss report for April, 2022, plus he provided the Statement of Cash Flows for April, 2022. Kevin also provided the Board with a copy of the Profit & Loss report, July, 2021 through April, 2022 and the Income and Expense statement by month for July, 2021 through April, 2022 and discussed in detail.

H. Kevin provided the Board with a copy of the Hepzibah Water Loss Report for July, 2021 through April, 2022 per CWB read dates. Kevin said the Water Loss YTD is 27.24%. Kevin and the Board discussed in detail.

I. Kevin provided a copy of the letter dated May 4, 2022 to the Harrison Co. Commissioners in reference toe the reappointment of Sharon Hamilton to another term of office as a board member. Kevin and the Board discussed in detail.

5. Employee Issues

Fred Martin made a motion to give Jenny Dotson a 4 percent pay raise, with her hourly wage being $12.00 and with the raise it will be $12.50 an hour. This pay raise will be effective with the start of the next pay cycle, 5/6/22. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

6. Next Board Meet

Sharon Hamilton announced the next board meeting will be June 13, 2022

7. Adjournment

There being no further business, **Sharon Hamilton made a motion to adjourn the meeting. Fred Martin seconded the motion. All in favor, none opposed, and none abstained.**

Darlene Zunger
Chairman

Sharon Hamilton
Treasurer

Secretary

tm

Enlarged Hepzibah PSD
Profit & Loss
May 2022

Q-3

		May 22
Income		
1500 · Late Fees		836.38
1501 · Metered Sales		25,328.47
4610 · Metered Water Sales		51,883.36
4700 · Water Late Fees		914.49
4741 · Reconnect Fees		125.00
4744 · Misc Water Income		200.00
4746 · Credit Card Charges		468.84
Total Income		79,756.54
Gross Profit		79,756.54
Expense		
1700 · Sewer Operation Labor		8,684.74
1704 · Utilities - Sewer Plant		551.13
1726 · Maint of Sewer Plant		1,364.56
1743 · Transportation Expense		1,153.68
1781 · Accounting & Legal		50.00
1790 · Postage		405.23
1793 · Supplies		4,624.64
1794 · Uniforms		358.74
1795 · Telephone		298.49
1796 · Outside Services		4,657.10
1798 · Property Insurance		5,943.32
1799 · Advertising		34.02
1805 · Sludge Disposal		780.00
6020 · Purchased Water		18,301.52
66000 · Payroll Expenses		14,931.88
6661 · Water Testing		46.00
6662 · Power & Fuel		
6662.1 · HREA	1,513.57	
6662.2 · Mon Power	798.83	
6662.3 · Cardinal Gas	12.56	
Total 6662 · Power & Fuel		2,324.96
9210 · Office Supplies		299.24
9260 · Pensions & Benefits		5,889.45
Total Expense		70,698.70
Net Income		9,057.84

Enlarged Hepzibah PSD
A/P Aging Summary
As of May 1, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Advance Auto Parts	26.77	0.00	0.00	0.00	0.00	26.77
Applied Industrial Technologies	233.21	0.00	0.00	0.00	0.00	233.21
B&M Environmental LLC	3,322.50	0.00	0.00	0.00	0.00	3,322.50
Bennett & Dobbins PLLC	1,150.00	0.00	0.00	0.00	46,259.08	47,409.08
Cardinal Natural Gas	44.97	0.00	0.00	0.00	0.00	44.97
CINTAS	0.00	0.00	0.00	-48.30	0.00	-48.30
CITCO	6,711.00	0.00	0.00	0.00	0.00	6,711.00
City of Shinnston	26.70	0.00	0.00	0.00	0.00	26.70
Clarksburg Water Board	17,850.01	0.00	0.00	0.00	46,826.91	64,676.92
CONTINENTAL COFFEE SERVICE	83.90	0.00	0.00	0.00	0.00	83.90
DODSON PEST CONTROL	62.00	0.00	0.00	0.00	0.00	62.00
Enlarged Hepzibah PSD	390.60	0.00	0.00	0.00	0.00	390.60
Enterprise Sanitation	204.56	0.00	0.00	0.00	0.00	204.56
HAYES INSURANCE AGENCY	6,202.93	0.00	0.00	0.00	0.00	6,202.93
Miss Utility of WV, Inc.	56.15	0.00	0.00	0.00	0.00	56.15
Mon Power	2,324.04	0.00	0.00	0.00	0.00	2,324.04
State Electric Supply Company	100.07	0.00	0.00	0.00	0.00	100.07
Sun Valley Public Service District	3,829.89	3,748.00	0.00	0.00	19,152.90	26,730.79
TUCK'S WELDING	100.00	0.00	0.00	0.00	0.00	100.00
USA Bluebook	484.76	0.00	0.00	0.00	0.00	484.76
Vincent Lumber Company	53.20	0.00	0.00	0.00	0.00	53.20
TOTAL	43,257.26	3,748.00	0.00	-48.30	112,238.89	159,195.85

Enlarged Hepzibah PSD
Statement of Cash Flows
May 2022

	May 22
OPERATING ACTIVITIES	
Net Income	9,057.84
Adjustments to reconcile Net Income to net cash provided by operations:	
Account Payable	976.28
1200 · Other Liabilities - Sewer:1227 · Customer Deposits	400.00
1201 · Other Current Liabilities - Wat:2350 · Customer Deposits	433.44
24000 · Payroll Liabilities	149.73
Net cash provided by Operating Activities	11,017.29
FINANCING ACTIVITIES	
1300 · Long Term Liabilities - Sewer:1236 · 05 USDA Bond Payable	-6,711.48
Net cash provided by Financing Activities	-6,711.48
Net cash increase for period	4,305.81
Cash at beginning of period	115,045.72
Cash at end of period	119,351.53

Sun Valley Public Service District

Regular Board Meeting

Tuesday, May 10, 2022

With due notice published and a quorum present, Chairman Dale called the meeting to order: ROLL CALL

Present	Employees	Also Present
Gregg Dale	Kevin Short	Logan Alastanos
Connor Thompson		Zack Dobbins

1. **Approval of Minutes**
   Connor Thompson made a motion to approve the minutes for Tuesday, April 12, 2022, as read. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**
   Connor Thompson made a motion to approve the Checks Signed Document dated 4/13/22 through 5/10/22. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.

3. **2019 Water Project**

1. Zack Dobbins informed the Board that he has a Water Project Resolution and he needs a motion to approve resolution #16 in the amount of $1,482.62 and it is to be submitted to the WVIJDC. Zack said he also needs a motion to approve a Water Project Budget Revision in the amount of $1,268.25. After discussion, **Connor Thompson made a motion to approve the Water Project Resolution #16 in the amount of $1,482.62 and it is to be submitted to the WVIJDC. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**
   Connor Thompson made a motion to approve the Water Project Budget Revision in the amount of $1,268.25. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.

4. **Phase III Sewer Project**

1. Zack Dobbins said with the Sewer Project, we are going to do Phase III "A" Sewer Project and Phase III "B" Sewer Project. Zack said there are a couple reasons for doing this; Phase III "A" will be the telemetry and the Lift Station problems. After discussion, **Connor Thompson made a motion to accept JD Utilities LLC Services (the Administrator), on behalf of Sun Valley PSD Sewer (the Public Body), herewith agrees to administer the Program and provide the designated services as submitted on behalf of the Public Body: A. Administration of WV Department of Environmental Protection Agency, Rural Development-USDA, WV Infrastructure & Jobs Development Council (IJDC) and other funds if applicable: Phase III A; Sewer Line Extension, two pump stations, and rehabilitation of Lift Station 1 & 2. Also, the Scope of Services were outlined and the amount of this will be $20,000.00. Gregg Dale seconded the motion. All in favor,**

none opposed and none abstained.

2. Zack reviewed the Phase III "A" Sewer Project Accounting Services Agreement with the Board. After discussion, **Connor Thompson made a motion to accept the Phase III "A" Sewer Project Accounting Services Agreement with Bennett & Dobbins, LLC, with the fees for these services being $7,500.00. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**
3. Zack discussed the Proposed Customer Certification and Agreement with the Board. After discussion, **Connor Thompson made a motion to accept the Certification document for the Phase III "A" Sewer Project. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**
4. Zack discussed the Acknowledgement of Uniform Bidding Procedures for Projects Recommended by the WV Infrastructure and Jobs Development Council with the Board. After discussion, **Connor Thompson made a motion to accept the Acknowledgement of Uniform Bidding Procedures for Projects Recommended by the WV Infrastructure and Jobs Development Council for Phase III "A". Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**
5. Zack discussed the Clean Water State Revolving Fund for the Phase III "A" Authorizing Resolution with the Board. After discussion, **Connor Thompson made a motion to accept the Authorizing Resolution for the Clean Water State Revolving Fund for Phase III "A". Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**
6. Zack discussed the Clean Water State Revolving Fund for the Phase III "B" Authorizing Resolution with the Board. After discussion, **Connor Thompson made a motion to accept the Authorizing Resolution for the Clean Water State Revolving Fund for Phase III "B". Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**
7. Logan presented the Board with a copy of the Engineering Agreement from Thrasher Engineering for the Phase III "A" Wastewater Collection System Project and discussed. After discussion, **Connor Thompson made a motion to accept the Engineering Agreement from Thrasher Engineering for the Phase III "A" Wastewater Collection System Project for a total of $246,000.00. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**
8. **Phase IIIB Engineering Service Agreement was tabled until next meeting June 14, 2022.**

5. <u>Manager's Report</u>

A. Kevin provided the Board with a copy of the SVPSD Budget's for Fiscal Years 2022-2023. After much discussion, **Connor Thompson made a motion to approve SVPSD Budget's for Water and Sewer for Fiscal years 2022-2023. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**

B. Kevin discussed the slip at Wolf Summit with the Board. Kevin said that the last thing that has to be done is a bore at the red brick building and he is running into money issues. Kevin said he finally got a price on the bore and it is going to cost $11,725.00; the valve and supplies are going to cost $2,800.00, and they have already spent $6,945.00. Kevin said they are going to need $14, 500.00. Kevin and the Board discussed the slip in detail.

C. Kevin informed the Board that Cook Brother's is building 2 (two) apartment complex's with each having 8 (eight) units per building. Kevin and the Board discussed this in detail.

D. Kevin informed the Board that we requested to have our bonds reduced and Kevin doesn't know if the DOH has new rules, but he received an email from Candy Sigley on April 22, 2022, stating that all of the work was found to be in compliance with their Inspector and the

reduce the Bond, but it will be at least one year after the final report is released for the Project's specific bond. Candy says that we can do a 10% reduction as long as everything looks good when we finalize it and she will send Dave out to finalize the job. The year will start from the date of that report. Kevin and the Board discussed this in detail.

E. Kevin provided the Board with copies of the Water and Sewer Bond Payment Schedule and advised the Board that all of the Bond payments are paid to date.

F. Kevin provided the Board with a copy of the Aged Trial Balance sheet and informed them that it was printed before charges were created on April 26, 2022 and discussed.

G. Kevin provided the Board with a copy of the Water Loss Report for July through April, 2022, with a water loss of 44.02% for the month of April, and with a year to date adjusted water loss of 38.29%. Kevin and the Board discussed in detail.

H. Kevin provided the Board with a copy of the Water and Sewer Spreadsheets that show the total amount billed compared to the total amount purchased for the month of April, 2022 and the total outstanding when the disconnects are mailed each month. Kevin and the Board discussed this in detail.

I. Kevin provided the Board with copies of the Vendor Invoice Report for Water & Sewer that is outstanding as of 4/29/22 and discussed.

J. Kevin provided the Board with a copy of the final accounts that are over 60 days past due and discussed.

K. Kevin provided the Board with copies of the CWCR (Current Cash Working Capital Reserve) for the Water Capital Reserve Savings, FY 2021-2022; Water to Water Working Capital Reserve Savings Account based on Expenses, where we post 3.2% of the Monthly Gross Expenses and discussed.

L. Kevin provided the Board with copies of the CWCR (Current Cash Working Capital Reserve) for the Sewer Capital Reserve Savings, FY 2021-2022; Sewer to Sewer Working Capital Reserve Savings Account, Based on Expenses, where we post 2.5% of the Monthly Gross Expenses (per PSC was 0% for FY 2019-2020, but recommends at least 2.5% in the future) and discussed.

M. Kevin provided the Board with copies of the Water and Sanitary Income Statements and the Water and Sanitary Balance Sheets for March, 2022 (period 9) and discussed.

6. <u>Next Board Meeting</u>

Connor Thompson announced that the next Board Meeting will be June 14, 2022.

7. **Adjournment**

There being no further business, **Connor Thompson made a motion to adjourn the meeting. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**

Chairman

Treasurer

Secretary

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Title	Account #	BUDGET Month	BUDGET Y-T-D	BALANCE Month	BALANCE Y-T-D	VARIANCE Month	VARIANCE Y-T-D
UTILITY OPERATING INCOME							
OPERATING REVENUES		76,249.00	762,490.00	97,793.63	880,340.80	(21,544.63)	(117,850.80)
OPERATING EXPENSES							
TYMBER PARK WATER LINE EXT	80 651 025 00	.00	.00	.00	.00	.00	.00
MAINTENANCE OF MAINS							
OPERATION & MAINT. EXPENSE		(57,733.39)	(572,117.62)	(59,125.65)	(647,932.81)	1,392.26	75,815.19
DEPRECIATION	80 403 000 00	.00	.00	.00	.00	.00	.00
SOCIAL SECURITY & MEDICARE	80 408 130 00	(1,446.25)	(14,462.50)	(1,255.15)	(14,422.57)	(191.10)	(39.93)
TAXES UTILITY SOCIAL SECURITY	80 408 300 00	.00	.00	.00	.00	.00	.00
TAXES OTHER THAN INCOME TAX	80 408 400 00	.00	.00	.00	.00	.00	.00
Workers Comp. Expense							
TAXES OTHER THAN INCOME TAX	80 408 500 00	(242.36)	(2,423.68)	(38.26)	(690.96)	(204.10)	(1,732.72)
Utility SUI Tax							
TAXES UTILITY MEDICARE	80 408 600 00	.00	.00	.00	.00	.00	.00
OPERATING EXP/OPERATION METERS	80 502 000 00	(357.00)	(3,570.00)	(442.86)	(11,819.39)	85.86	8,249.39
TOTAL OPERATING EXPENSES		(59,779.00)	(592,573.80)	(60,861.92)	(674,865.73)	1,082.92	82,291.93
TOTAL OPERATING INCOME		16,470.00	169,916.20	36,931.71	205,475.07	(20,461.71)	(35,558.87)
OTHER INCOME & DEDUCTIONS							
INTEREST & DIVIDEND INCOME	80 419 000 00	4.00	40.00	3.34	33.39	.66	6.61
(savings,CD's, etc.)							
REVENUE FROM SINKING & OTHER	80 420 000 00	.00	.00	.00	.00	.00	.00
MISC NONOPERATING INCOME	80 421 000 00	.00	.00	.00	.00	.00	.00
HEPZIBAH PYMT CURRENT INVOICES	80 421 050 00	2,707.50	27,075.00	2,745.94	22,742.39	(38.44)	4,332.61
LOSS ON DISPOSAL OF ASSETS	80 422 000 00	.00	.00	.00	.00	.00	.00
SPECIAL FUNDING - OPEB	80 423 000 00	.00	.00	.00	.00	.00	.00
TOTAL OTHER INCOME & DEDUCTIO		2,711.50	27,115.00	2,749.28	22,775.78	(37.78)	4,339.22
INTEREST CHARGES							
INTEREST ON LONG TERM DEBT	80 427 000 00	.00	.00	.00	.00	.00	.00
CAPITAL LEASE INTEREST	80 427 100 00	.00	.00	.00	.00	.00	.00
BOND PAYMENTS WATER	80 427 200 00	(15,284.50)	(152,845.00)	(30,239.54)	(243,832.46)	14,955.04	90,987.46
AMORT EXPENSE	80 428 000 00	.00	.00	.00	.00	.00	.00
OTHER INTEREST EXPENSE	80 431 000 00	(17.00)	(170.00)	(.86)	(15.99)	(16.14)	(154.01)
(Deposit Refunds)							
TOTAL INTEREST CHARGES		(15,301.50)	(153,015.00)	(30,240.40)	(243,848.45)	14,938.90	90,833.45
NET INCOME		3,880.00	44,016.20	9,440.59	(15,597.60)	(5,560.59)	59,613.80

Title	Account #	BUDGET Month	BUDGET Y-T-D	BALANCE Month	BALANCE Y-T-D	VARIANCE Month	VARIANCE Y-T-D
UTILITY OPERATING INCOME							
OPERATING REVENUES		42,130.00	421,300.00	42,425.42	426,967.18	(295.42)	(5,667.18)
OPERATING REVENUE DEDUCTIONS							
OPERATING EXPENSES		(27,302.68)	(270,791.24)	(22,285.45)	(268,718.57)	(5,017.23)	(2,072.67)
DEPRECIATION EXPENSE	81 503 000 00	.00	.00	.00	.00	.00	.00
AMORTIZATION EXPENSE	81 811 001 00	.00	.00	.00	.00	.00	.00
UNEMPLOYMENT TAX	81 507 100 00	(98.26)	(982.60)	(23.97)	(366.21)	(74.29)	(616.39)
WORKERS COMP	81 507 200 00	.00	.00	.00	.00	.00	.00
SOCIAL SECURITY & MEDICARE	81 507 300 00	(585.70)	(5,857.08)	(588.35)	(6,250.54)	2.65	393.46
RETIREMENT	81 507 400 00	(789.60)	(7,896.00)	(700.52)	(7,280.78)	(89.08)	(615.22)
HEALTH INSURANCE	81 507 500 00	(1,797.90)	(17,979.00)	(1,750.20)	(17,607.00)	(47.70)	(372.00)
RHBT (OBEB) EXPENSE	81 507 600 00	.00	.00	.00	.00	.00	.00
TOTAL OPERATING REVENUE DED.		(30,574.14)	(303,505.92)	(25,348.49)	(300,223.10)	(5,225.65)	(3,282.82)
TOTAL OPERATING INCOME		11,555.86	117,794.08	17,076.93	126,744.08	(5,521.07)	(8,950.00)
OTHER INCOME							
INTEREST INCOME	81 524 000 00	.25	2.50	.02	.20	.23	2.30
REVENUE FROM SINKING & OTHER	81 525 000 00	.00	.00	.00	.00	.00	.00
MISC. NON OPERATING INCOME	81 615 000 00	.00	.00	.00	.00	.00	.00
MISCELLANEOUS REVENUE	81 527 000 00	.00	.00	.00	.00	.00	.00
HEPZIBAH PAYMENT INVOICES SEW	81 527 100 00	2,027.50	20,275.00	1,838.69	10,984.40	188.81	9,290.60
LAKE FLOYD PAYMENT O&M AGR INV MONTHLY O&M INVOICE	81 527 150 00	.00	.00	.00	.00	.00	.00
TOTAL OTHER INCOME		2,027.75	20,277.50	1,838.71	10,984.60	189.04	9,292.90
GROSS INCOME		13,583.61	138,071.58	18,915.64	137,728.68	(5,332.03)	342.90
INCOME DEDUCTIONS							
OTHER INTEREST CHARGES (ON SEC. DEP. REFUNDS, ETC.)	81 535 000 00	(8.00)	(80.00)	(.54)	(12.07)	(7.46)	(67.93)
CAPITAL LEASE INTEREST	81 535 100 00	.00	.00	.00	.00	.00	.00
BOND PAYMENTS SEWER	81 535 200 00	(16,669.50)	(166,695.00)	(15,545.15)	(171,580.60)	(1,124.35)	4,885.60
TOTAL INCOME DEDUCTIONS		(16,677.50)	(166,775.00)	(15,545.69)	(171,592.67)	(1,131.81)	4,817.67
NET INCOME		(3,093.89)	(28,703.42)	3,369.95	(33,863.99)	(6,463.84)	5,160.57

C-6

V E N D O R I N V O I C E R E P O R T

** OPEN INVOICES ** DUE DATE: 5/31/22 ** BANK:ALL **

** BEGINNING DATE: 1/01/62 - ENDING DATE: 5/31/22 **

** PAY-TO VENDOR **

ALL FUNDS

VENDOR#	VENDOR NAME / DATE	TRAN#	TYPE	REFERENCE	DESCRIPTION	I/P AMOUNT	I/P BALANCE
500	MON POWER						
	5/17/22	212659	401	380384 6/22	POWER FOR LIFT STATION #1 - LIBERTY ADD	31.17	31.17
	5/17/22	212660	401	747137 6/22	POWER FOR LIFT STATION #2 - RD WILSON	272.62	272.62
						303.79*	303.79*
1,055	CHASE CARDMEMBER SERVICE						
	3/10/22	208382	401	7547-ENT	RENTAL TRUCK-ZACH HAYES-WA CLASS/WD TEST	410.55	410.55
	3/10/22	208383	401	7547-AMAZ7	OFFICE SUPPLIES-TONER HP M605 - CATHY	45.99	45.99
	3/10/22	208384	401	7547-INT14	INTEREST CHARGES	22.56	22.56
	4/13/22	210456	401	7547-SAMS16	OFFICE SUPPLIES	92.69	92.69
	4/13/22	210457	401	7547-INT15	INTEREST CHARGES	23.94	23.94
	5/17/22	212652	401	7547-GLOT-CR	NEW TIRES-KEVIN'S TRUCK UN 2&FIN CHAR-CR	1,088.72	1,088.72
	5/17/22	212653	401	7547-HARGRE5	OIL CHANGE,ST INSPECT&THERMOSTAT UNIT 2	81.77	81.77
	5/17/22	212654	401	7547-SAMS17	OFFICE SUPPLIES	163.78	163.78
	5/17/22	212655	401	7547-CALL6	DELINQUENT CALLS	27.00	27.00
	5/17/22	212656	401	7547-INT16	INTEREST CHARGES	24.33	24.33
						1,981.33*	1,981.33*
1,250	BENNETT & DOBBINS PLLC						
	4/16/21	190074	401	24848-SW	3RD QTR FY 2014-2015 ACCOUNTING WORK-SW	417.90	417.90
	4/16/21	190075	401	25095-SW	4TH QTR FY 2014-2015 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190076	401	25121-SW	1ST QTR FY 2015-2016 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190077	401	25194-SW	2ND QTR FY 2015-2016 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190078	401	25745-SW	3RD QTR FY 2015-2016 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190079	401	26019-SW	4th QTR FY 2015-2016 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190080	401	26065-SW	1ST QTR FY 2016-2017 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190081	401	26383-SW	2ND QTR FY 2016-2017 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190082	401	26716-SW	3RD QTR FY 2016-2017 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190083	401	26890-SW	4TH QTR FY 2016-2017 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190084	401	26982-SW	1ST QTR FY 2017-2018 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190085	401	27697-SW	2ND&3RD QTR FY 2017-2018 ACCTING WORK-SW	1,500.00	1,500.00
	4/16/21	190094	401	27856-SW	4TH QTR FY 2017-2018 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190095	401	28079-SW	1ST&2ND QTR FY 2018-2019 ACCTING WORK-SW	1,800.00	1,800.00
	4/16/21	190096	401	28571-SW	3RD QTR FY 2018-2019 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190097	401	28836-SW	ACCOUNTING SERVICES AGR HEP&SVPSD SW POR	750.00	750.00
	4/16/21	190098	401	29029-SW	4TH QTR FY 2018-2019 ACCOUNTING WORK-SW	900.00	900.00
	4/16/21	190099	401	29953-WA	ACCOUNTING WORK-RFP FOR AUDITORS-WA	210.00	210.00
	4/16/21	190100	401	29953-SW	ACCOUNTING WORK-RFP FOR AUDITORS-SW	90.00	90.00
	4/16/21	190101	401	30033-WA	ACCOUNTING WORK FY 2019-2020-WATER	6,300.00	6,300.00
	4/16/21	190102	401	30033-SW	ACCOUNTING WORK FY 2019-2020-SEWER	2,700.00	2,700.00
	4/16/21	190103	401	30516	ACCOUNTING WORK COVID 19 SW RATES	825.00	825.00
	1/11/22	204167	401	31069	ACCOUNTING WORK FY 2020-2021 PSC & FINAN	8,000.00	8,000.00
	5/05/22	212064	401	2022-631	ACCOUNTING-FY 2022-2023 BUDGETS&SAM.GOV	750.00	750.00
						35,042.90*	35,042.90*
4,275	DODSON PEST CONTROL						
	5/17/22	212681	401	238222040423	PEST CONTROL APR 2022	62.00	62.00
						62.00*	62.00*
5,110	FEL-FERGUSON WATERWORKS #527						
	3/29/22	209589	401	0745283	STOCK-40' OF 3" SDR21 WATERLINE	116.00	116.00
	4/07/22	210140	401	0748047	SUPPS-MOVE 2" WATERLINE-WOLF SUMMIT-SLIP	160.00	160.00
	4/21/22	211020	401	0750681	SUPPS-6" SEWER TAP - SHINN 310600-00	551.19	551.19
	4/21/22	211021	401	0750938	SUPPS-6" SEWER TAP - SHINN 310600-00	105.00	105.00

V E N D O R I N V O I C E R E P O R T

** OPEN INVOICES ** DUE DATE: 5/31/22 ** BANK:ALL **

** BEGINNING DATE: 1/01/62 - ENDING DATE: 5/31/22 **

** PAY-TO VENDOR **

ALL FUNDS

VENDOR#	VENDOR NAME / DATE	TRAN#	TYPE	REFERENCE	DESCRIPTION	I/P AMOUNT	I/P BALANCE
5,110	FEL-FERGUSON WATERWORKS #527						
	5/17/22	212675	401	SC79528	SERVICE CHARGE - INV'S 0745283&0748047	4.14	4.14
						936.33*	936.33*
5,205	GOFF BACKA ALFEAR & COMPANY						
	5/11/22	212374	401	47856 WATER	FY 2019-2020 AUDIT - WATER PORTION	3,650.00	3,650.00
						3,650.00*	3,650.00*
5,425	HART OFFICE SOLUTIONS						
	4/27/22	211107	401	259126	MAINT AGR/OVERAGES 2500AC COPIER 5/31/22	78.50	78.50
						78.50*	78.50*
5,900	CORE & MAIN						
	3/22/22	209048	401	Q508067	SUPPLIES FOR STOCK	679.20	679.20
	3/28/22	209299	401	Q533370	SUPPS-MOVE 2" WATERLINE-WOLF SUMMIT-SLIP	194.71	194.71
	3/29/22	209588	401	Q538511	SUPPS-MOVE 2" WATERLINE-WOLF SUMMIT-SLIP	2,228.12	2,228.12
	3/31/22	209752	401	Q564865	SUPPS-MOVE 2" WATERLINE-WOLF SUMMIT-SLIP	48.00	48.00
	4/07/22	210141	401	Q575987	SUPS FOR LEAK REPAIRS	231.64	231.64
	4/07/22	210142	401	Q575998	SUPPS-MOVE 2" WATERLINE-WOLF SUMMIT-SLIP	814.40	814.40
	4/21/22	211022	401	Q576985	SUPPS-MOVE 2" WATERLINE-WOLF SUMMIT-SLIP	2,249.62	2,249.62
	4/21/22	211024	401	Q671381	MARKING PAINT FOR MISS UTILTIES	102.82	102.82
	4/22/22	211037	401	Q671127 CORR	3/4 AIR RELEASE VALVE-WOODSON 11700-00	239.31	239.31
	4/22/22	211038	401	Q683256	SUPPS - 4 3/4x6 WRAP CLAMPS - STOCK	306.80	306.80
						7,094.62*	7,094.62*
5,910	CORKY WELLS ELECTRIC/CW SERVIC						
	4/21/22	211025	401	2610531	TROUBLESHOOT LIFT STAT # 1 - LAKE FLOYD	360.00	360.00
						360.00*	360.00*
7,695	MINE BELT SERVICE, INC.						
	5/04/22	211954	401	54047CORRECT	WATER PUMP HOSES FOR SV & HEPZIBAH	309.97	309.97
						309.97*	309.97*
8,800	PUBLIC SERVICE COMMISSION						
	7/14/21	194941	401	12153	INTRASTATE REVENUE ASSESSMENT 2020	4,421.28	4,421.28
						4,421.28*	4,421.28*
9,351	RONALD LANE INC.						
	4/23/21	190361	401	31520	8TH REIMBURSEMENT LOT 1 SEWER	229.26	229.26
	4/23/21	190362	401	31520-2	8TH REIMBURSEMENT LOT 5 SEWER	229.26	229.26
	4/23/21	190363	401	31520-3	8TH REIMBURSEMENT LOT 10 SEWER	229.26	229.26
	4/23/21	190364	401	91520-1	9TH REIMBURSEMENT LOT 1 SEWER	229.26	229.26
	4/23/21	190365	401	91520-2	9TH REIMBURSEMENT LOT 5 SEWER	229.26	229.26
	4/23/21	190366	401	91520-3	9TH REIMBURSEMENT LOT 10 SEWER	229.26	229.26
	4/23/21	190367	401	31521-1	10TH REIMBURSEMENT LOT 1 SEWER	229.26	229.26
	4/23/21	190368	401	31521-2	10TH REIMBURSEMENT LOT 5 SEWER	229.26	229.26
	4/23/21	190369	401	31521-3	10TH REIMBURSEMENT LOT 10 SEWER	229.26	229.26
						2,063.34*	2,063.34*
10,500	STATE ELECTRIC SUPPLY CO						
	4/07/22	210157	401	15928851-00	RELAYS & SWITCH FOR LAKE FLOY LIFT STATS	101.01	101.01
						101.01*	101.01*
10,900	CITCO WATER						
	3/21/22	208712	401	S100179025.2	SUPPS-MOVE 2" WATERLINE-WOLF SUMMIT-SLIP	430.00	430.00
	3/31/22	209753	401	S100174008.2	STOCK - 2"x100' BLACK CTS TUBING	195.00	195.00
	4/07/22	210143	401	S100179773.1	2 REPAIR CLAMPS FOR STOCK	430.00	430.00
						1,055.00*	1,055.00*
11,450	THE THRASHER GROUP, INC.						
	1/11/22	204183	401	1021202	ASSETT RETIREMENT OBLIGATION-PSC REPORTS	3,480.00	3,480.00

V E N D O R I N V O I C E R E P O R T

** OPEN INVOICES ** DUE DATE: 5/31/22 ** BANK:ALL **

** BEGINNING DATE: 1/01/62 - ENDING DATE: 5/31/22 **

** PAY-TO VENDOR **

ALL FUNDS

VENDOR#	VENDOR NAME / DATE	TRAN#	TYPE	REFERENCE	DESCRIPTION	I/P AMOUNT	I/P BALANCE
11,450	THE THRASHER GROUP, INC.						
						3,480.00*	3,480.00*
11,875	TROMBOLD EQUIPMENT COMPANY INC						
	5/23/22	213034	401	326863 1	HLF HTT CELL ANN COM FEE/SUPPORT TANKS YR HF	900.00	900.00
						900.00*	900.00*
12,200	USA BLUE BOOK						
	3/22/22	208751	401	904806	FLOATS FOR LIFT STATION 2 & STOCK	432.54	432.54
	5/03/22	211609	401	949078	NEW HONDA 1.5 DEWATERING PUMP	593.63	593.63
						1,026.17*	1,026.17*
13,900	WV RURAL WATER ASSOCIATION						
	12/08/21	202415	401	120821	2022 MEMBERSHIP DUES	726.69	726.69
						726.69*	726.69*
					VENDOR INVOICES	63,592.93**	63,592.93**

	ACCOUNT #	TITLE	QUAN	AMOUNTS	QUAN	BALANCES
B	80 623 000 00	OPERATIONAL SUPPLIES & EXPENSE	1	900.00	1	900.00
B	80 651 100 00	MAINTENANCE OF MAINS	11	3,024.19	11	3,024.19
B	80 651 175 00	MAINTENANCE OF MAINS	8	6,127.25	8	6,127.25
B	80 675 200 00	HEPZIBAH MAINTENANCE HELP	2	219.45	2	219.45
B	80 905 000 00	SUPPLIES AND EXPENSES	1	18.90	1	18.90
B	80 921 100 00	OFFICE SUPPLIES & OTHER EXPENS	8	302.32	8	302.32
B	80 923 400 00	OUTSIDE SERVICES-ACCOUNTING	5	14,225.00	5	14,225.00
B	80 923 425 00	OUTSIDE SERVICES-AUDIT	1	3,650.00	1	3,650.00
B	80 923 800 00	OUTSIDE SERVICES - OTHER	1	561.61	1	561.61
B	80 926 700 00	EDUCATION/EMPLOYEES	1	410.55	1	410.55
B	80 928 000 00	REGULATORY COMMISSION EXPENSE	1	3,094.90	1	3,094.90
B	80 933 000 00	TRANSPORTATION	2	819.34	2	819.34
	FUND# 80	WATER FUND	42	33,353.51	42	33,353.51
B	81 271 300 00	5.5 SEWER LINE EXT CONTRIBUT	9	2,063.34	9	2,063.34
B	81 320 000 00	SERVICE CONNECTIONS	2	656.19	2	656.19
B	81 703 000 00	SUPPLIES & EXPENSES	1	44.36	1	44.36
B	81 723 000 00	POWER & FUEL (PUMPING)	2	303.79	2	303.79
B	81 725 000 00	PUMPING MAINTENANCE	1	432.54	1	432.54
B	81 781 000 00	BILLING & COLLECTING	1	8.10	1	8.10
B	81 793 000 00	GENERAL & MISC SUPPLIES & EXP	8	129.58	8	129.58
B	81 795 100 00	OUTSIDE SERVICES-ACCOUNTING	23	24,297.90	23	24,297.90
B	81 795 800 00	OUTSIDE SERVICES - OTHER	1	165.08	1	165.08
B	81 797 000 00	REGULATORY COMMISSION EXPENSES	1	1,326.38	1	1,326.38
B	81 803 250 00	LAKE FLOYD MAINTENANCE HELP SW	2	461.01	2	461.01
B	81 811 000 00	TRANSPORTATION EXPENSE	2	351.15	2	351.15
	FUND# 81	SEWER FUND	53	30,239.42	53	30,239.42
		ALL FUNDS	95	63,592.93	95	63,592.93

C-7

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

MEETING MINUTES

The regular meeting of the East View Public Service District will be held on JUNE 14, 2022 AT NOON.

Those in attendance: Michael Blake, James Harbert (via phone), Dawn Hogue, Laura Guzzi, Dave Layton, Scott Hogue, and David Radcliffe.

FINANCIAL:

WV Municipal Bond - $2838
USDA Rural Development Loan - $1081
Clarksburg Water Board - $2137.10
Clarksburg Sanitary Board - $4618.15
Payroll – $3862
CWCR Account - $4291
HNB 2.5 % - $291
CWCR-S Account - $560
Frontier - $80.50
Dominion Energy - $179
Bennett & Dobbin - $250
Mon Power - $113.77
HNB - $45
Exponet-Telegram - $72
Enterprise Sanitation - $40.83
Federal Deposit - $807.67 (Withholdings)
State of WV Deposit - $150 Withholdings)
R D Wilson - $252.24
Text-Ern-All – $28.89
The Town of Anmoore - $21.71
Miss Utility of WV - $10
Bombardiere Plumbing - $398
Core and Main - $782
USPS - $203.67
Misc - $243

NEW BUSINESS:

1. Discussed our issues with Water Valves that were paved over and buried by customers. We would have to hire someone with a jackhammer and concrete saw to uncover paved over valves and raise to street level, after they are located. Valves customers have covered with soil will

need someone from WV Rural Water to possibly locate valves and then we will need to hire someone with an excavator to uncover.
Recent leaks on our main line caused us to have to shut down an entire system to make repairs.

2. Lead and Copper samples were taken March 22 as per EPA guidelines. One sample had to be taken separately due to customer response. Taking samples, Lab contacts, and reporting results have all become a full time job.
   Cost for Pace labs has gone up considerably.
   I enclosed our Engineer reports of our system being installed in 1989.

3. We used to have a verbal agreement with the Clarksburg Water Board to assist us in major water leaks and/or repairs. (John Matheny)
   Over the years and new management changes has the new General Manager and possibly some of the Board members, unaware of any agreements.
   Dave Layton has agreed to go along with the Board Chairman and Office Manager to a meeting with the new General Manager and go before the next CWB meeting to see if we can continue the agreement.

   THE MEETING WAS ABRUPTLY AJOURNED DUE TO INCLEMENT WEATHER AND THE BUILDING RAPIDLY TAKING IN WATER. OUR ENTIRE CENTER'S HALL/KITCHEN AND A CORNER OF OUR OFFICE WAS COVERED IN MUDDY FLOOD WATERS.
   WEATHER REPORTED DERECHO CAUSING FLOODING IN THE AREA.

OLD BUSINES:

1. The new lighting in the Center's hall is completed.

Greater Harrison County
Public Service District

PO Box 190
West Milford, WV
26451

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

www.greaterharrison.com

At the regular meeting of Greater Harrison County PSD held on Wednesday May 18, 2022, Chairman James Scudere, Treasurer Ruth Ann Messenger, Secretary Mark Leonard and Member Thomas Michael were present. Also present were Bill Hoover, General Manager, Zack Dobbins of Bennett and Dobbins, Sam Harrold of Mountain State Law, Logan Alastanos and Kylea Radcliff of Thrasher Engineering, Patrick Lesmann of P & B Services.

1. Minutes and/or Amended Minutes of Previous Meeting and Special Meeting: Leonard moved to approve. Board concurred
2. Public Comment Period: None present
3. Patrick Lesmann – P&B Services
   General update
4. Zack Dobbins – Bennett and Dobbins
   - 4.1 Legal agreement for Lagoon Project. Leonard moved to approve. Board concurred.
   - 4.2 Authorizing Resolution for Lagoon Project. Leonard moved to approve. Board concurred.
   - 4.3 Accounting agreement for Stevens Run Part II. Leonard moved to approve. Board concurred.
   - 4.4 Admin agreement for Stevens Run Part II. Michael moved to approve. Board concurred.
   - 4.5 Sponsor certification for QD Sewer Project. Leonard moved to approve for signature. Board concurred.
   - 4.6 Uniform bidding procedures for QD Sewer Project. Leonard moved to approve. Board concurred.
   - 4.7 Resolution/Construction Drawdowns
     - 4.7.a Resolution #21 for Enterprise Project. Leonard moved to approve. Board concurred.
     - 4.7.b Resolution #3 for Stevens Run. Leonard moved to approve. Board concurred.
     - 4.7.c Resolution #35 for Phase II/Rt. 73 Project. Scudere moved to approve. Board concurred.
   - 4.8 Scudere motioned to put out bids for administrative services for the QD Project. Board concurred.
5. Finance Report provided by Ruth Ann Messenger
   Leonard moved to approve financial transactions. Board concurred
6. Thrasher Engineering
   - 6.1.a Phase 2 – Review
     General updates and discussions on warranty and money requested. Discussion on information provided to James Scudere. Response letter discussed. Harrold will further discussions with Pizzo.
   - 6.1.b Enterprise Project – Construction Update
     95% complete on time and 90% construction complete, working on restoration and clean up as well.
   - 6.1.c Sludge Removal Project – Design Update
     Plans and specs approved by DEP.
   - 6.1.d Quiet Dell – General Discussion
     Working to get a PER together to submit by June 10th.
   - 6.1.e Woodstock Heights Sanitary Sewer Extension Project
     Working through the design, need to hold a public meeting and get the power figured out.
   - 6.1.f 10-year plan Sewer – General Update
     Nothing new to report

6.1.g River Crossings – General Update

Nothing new to report

6.2.a Steven's Run – Project Update

All pipe is installed, booster station delayed to the 2nd week of July. No pay request or shutdown request at this time.

6.2.b Overall Water Project – Project Update

Working on funding project with Zack, includes Hastings Run, Duck Creek, Zach's Run, Good Hope tank, Coon's Run and a few others. Old Coon's Run tank has become as issue.

6.2.c Locust Heights – Project Update

Letter from County that they would purchase materials for up to $100,000.

6.2.d 10-year plan Water – General Discussion

No update at this time

7. Bill Hoover – Water

7.1.a Water loss overall 30%. Coon's Run at 13%.

7.1.b Lost Creek 2 service lines repaired.

7.1.c Locust Heights booster station ordered. Complaint filed with PSC hearing on the 29th of June.

7.1.d Laptop needed for reading, located a Surface Pro at much less cost.

7.1.e Supply availability issue is causing some issues

7.3 Michael moved to approve resolution titled: A RESOLUTION AUTHORIZING THE ACQUISITION, EQUIPPING AND CONSTRUCTION OF CERTAIN EXTENSIONS, ADDITIONS, BETTERMENTS AND IMPROVEMENTS IN THE ORDINARY COURSE OF BVUSINESS TO THE EXISTING PUBLIC SEWERAGE SYSTEM OF GREATER HARRISON COUNTY PUBLIC SERVICER DISTRICT. Board concurred.

Mark Leonard motioned for the summer months change meeting time to 9 am for June, July, August and September; revisit that for October. James Scudere motioned to change it to 9 am permanently. Discussions with scheduling opted to change it to Thursday's at 9 am. A motion to change permanently to Thursday am at 9 am was made by Michael, board concurred.

Leonard moved to adjourn meeting. Board concurred.

Meeting adjourned

Chairman James S Scudere
James Scudere

Treasurer Ruth Ann Messenger
Ruth Ann Messenger

Secretary Mark Leonard
Mark Leonard

Member Thomas Michael
Thomas Michael

"THIS IS AN EQUAL OPPORTUNITY PROGRAM. DISCRIMINATION IS PROHIBITED BY FEDERAL LAW." TO FILE A COMPLAINT OF DISCRIMINATION, WRITE USDA, DIRECTOR OFFICE OF CIVIL RIGHTS, 1400 INDEPENDENCE AVE., S.W., WASHINGTON, DC 20250-9410 OR CALL (800)795-3272(VOICE) OR (202)720-6382 (TDD).