Wednesday, November 2, 2022
9:00 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: 1-646-568-7788
Meeting ID: 762 816 0712
Passcode: 270967

Appointments:

9:00 A.M. --- Call to Order --- Invocation --- Pledge of Allegiance
9:05 A.M. --- National Weather Service --- Tony Edwards ---- Storm Ready Certification to Pegi Bailey

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A. Justina Vosburgh --- New Hire --- Effective 10-25-2022 --- Assessor**
   - **B. Madison Spalding --- Resignation --- Effective 11-12-2022 --- 911**
4. **Minutes and /or Amended Minutes of Previous Meeting: (NONE)**
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A. Vendor Requisition List of Payments**
6. **Exonerations --- Corrective Tickets --- Joint Property Application (NONE)**
7. **Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements:**
   - **A. Requisition for Payment No. 59 ---UMB Bank $1998.50**
   - **B. Requisition for Payment No. (11-02-2022) --- UMB Bank $2355.83**
8. **Review – Discuss - Consider GSA Update --- (Potential Executive Session Pursuant to 6-9A-4(b)(9) to Consider Matters Involving or Affecting the Purchase, Sale or Lease of Property, Advance Construction Planning, the investment of Public Funds or Other**

Matters Involving Commercial Competition, which if Made Public, Might Adversely Affect the Financial or Other Interest of The County)

9. 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 #7S --- Silling $877.50
    B. Requisition Number #76 --- Silling $19,444.38
10. Review – Discuss - Consider Accepting Harrison County LEPC By-Laws
11. Review – Discuss – Consider entering into formal agreement with CSX for acquisition of all CSX parcels located in or near Wilsonburg, West Virginia and Clarksburg, WV for western connection of the Harrison County Rail Trail System (potential executive session pursuant to W.Va. Code 6-9A-4(b)(9) to consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision).
12. Review - Discuss – Consider Town of Lumberport ARPA Funding Acceptance and Intended Use of Funds
13. Review - Discuss – Consider Enlarged Hepzibah PSD ARPA Funding Acceptance and Intended Use of Funds
14. Administrator's Report
15. Commissioner Comments – Questions

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

A. Weekly Fiduciary Report from the County Clerk
    1. 10-12-2022 thru 10-18-2022
    2. 10-19-2022 thru 10-2S-2022
B. Monthly Fiduciary Commission Settlements:
    1. Sandra C. (Drusilla) Smallwood, Deceased
    2. Jo Ann L. DeMarino, Deceased
C. Monthly Minutes/Financial Information from Various Boards, Committees and Public Service:
    1. Bingamon PSD --- Meeting Minutes 09-19-2022
    2. East View PSD --- Regular Meeting Minutes 10-11-2022
    3. Greater Harrison County PSD --- Agenda 10-20-2022
    4. Greater Harrison County PSD --- Financials 09-30-2022
    5. Greater Harrison County PSD --- Regular Meeting Minutes 09-15-2022

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

T-1. Election Workers Pay Raises (05-18-2022)

T-2. Changes to Employee Handbook Made by County Attorney (06-08-2022).

3-A

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
10/25/22		| | |-| | |-| | | | |

NAME	ADDRESS
JUSTINA VOSBURGH	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		406	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB	NEW HIRE	
☐ SHIFT		
☐ RATE	START DATE	
☐ ADDRESS/PHONE		10/25/22
☐ BENEFIT PLAN	START RATE	
☐ OTHER _____		4-1
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) _____

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Leigh A Stevens	DATE 10/21/22
HUMAN RESOURCES MANAGER Laura Rose	DATE 10/21/22

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Amsterdam®

3-B

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO	
10/26/2022			
NAME: Madison Spaulding		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT: 911	SHIFT

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) Resignation Effective 11/12/2022

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE: [signature]	DATE: 10/26/2022
HUMAN RESOURCES MANAGER: [signature]	DATE: 10/28/2022

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Date of Meeting	2-Nov-22	Invoice - Quote							
Work Order Number	Vendor Name	Description Note	General County Fund	E-911	Vital Services Levy Fund	Community Corrections	Community Improvement Fund	ARPA Fund	Other as Needed
41205	Alere Toxicology Services	Urine Analysis Confirmations				$57,379.35			
41229	Unisafe Inc.	Exam Gloves				$599.45			
41231	Mountainside Medical Equipment	Specimen Collection Hats				$1,335.00			
41237	James & Law Company	Furniure Group Rooms				$3,068.00			
41263	CDWG	Printer Circuit Clerk	$444.08						
41264	Trapuzzano's Uniforms	Courthouse Security			$1,375.84				
41267	Truist Bank	Law Enforcement	$523.80						
41268	Truist Bank	Law Enforcement	$424.18						
41269	Truist Bank	Law Enforcement	$197.06						
41271	Mon Power	Spelter Park			$16.74				
41273	AT &T Mobility	LPR & Equipment	$120.72						
41276	Uline Inc.	Materials Nurses Station				$340.40			
41277	Jon Flanagan	Reimbursement							$2,600.00
41278	Law Enforcement Seminars	Internal Investigations Class	$395.00						
41279	A-1 Exterminationg Co. Inc.	Public Service Bldg & Staging	$173.25						
41280	Avenu Insights & Analytics	Pace Conference Regis. Fee	$1,500.00						
41281	Brenda Hinkle	Mental Health Services	$800.52						
41282	Clarksburg Water Board	633 W. Pike	$79.77						
41283	Charles Pointe Commerce	Monthly Dues 911		$342.88					
41284	Hope Gas	Service Various Locations	$195.45						
41285	Fed Ex	Postage Grants Dept.	$28.33						
41287	Hajoca Corporation	Float Switch Maintenance	$260.71						
41288	Hart Office Solutions	Copier Rental	$423.05						
41291	JD General Contractiong	Cement Pad			$4,100.00				
41292	Mon Power	Courthouse & Annex	$20,904.04						
41293	Sandy's True Value	Maintenance Supplies	$65.30						
41296	Town of Nutter Fort	Public Service Bldg	$535.71						
41300	Truist Bank	The Pet Friend			$100.00				
41301	Truist Bank	Various Charges	$10,598.39						
41302	Xerox Corporation	Copier Rental	$211.63						
41304	James & Law Company	2023 Calendars	$2,473.65						
41305	Stationers	2023 Calendars	$2,094.66						
41306	Frontier Communication	Phone Service	$14.83						
41309	The Exponent Telegram	Legal Ad Deputy Sheriff	$995.80						
41312	Lexis Nexis Matthew Bender	WV Code Book Replacements	$7,287.65						
41313	Thomas Reuters - West	Online Software Subscription	$517.31						
41316	AT&T First Net	Service Pros. Atty	$136.47						
41317	WV Association of Counties	Registration Fees L.Pickens	$100.00						
41318	William Coffindaffer	Reimbursement							$236.72
41319	Truist Bank	Various Charges	$2,138.11						
41320	Gina Renzelli	Reimbursement	$97.11						

41321	Audubon Animal Clinic	Spay & Neutering			$102.00				
41323	Midwest Veterinary Supply	Vaccines			$240.25				
41326	Honor Flight Huntington	Special Funding Request					$5,000.00		
41329	A-1 Exterminationg Co. Inc.	Pest Control			$75.00				
41330	APCO International	Group Membership		$2,514.00					
41332	APCO International	Personnel Training		$444.00					
41333	U S Cellular	Cellular Account	$3,028.16						
41340	U S Cellular	Cellular Account				$1,431.61			
41341	Ohio Bath Fitters	Refund for Permit	$25.00						
41343	Hart Office Solutions	Supplies for Copier				$170.11			
41345	Mid-Atlantic (Krogers)	Items for Enrichment			$106.59				
41346	Mon Power	Spelter Park			$24.92				
41347	Marsh Hardware	Keys for Gate Lock			$13.20				
41349	Truist Bank	Various Charges Law Enforce	$256.32						
41351	Reep Graphics	Sings for Park & Rec.			$310.00				
41352	MVB Bank	609 W. Main St. Payment	$6,222.12						
41359	Snyder Specialties	Various Supplies Law Enforce	$7,830.09						
41360	Cleverbridge Inc.	CorelDraw for Website			$249.00				
41363	WV Association of Counties	Fall Board Meeting 2022	$300.00						
41367	Truist Bank	Law Enforcement	$1,500.00						
41369	WV Lock and Key	Keys for Lockers				$3,055.00			
41370	Mon Power	Park & Rec Complex			$925.87				
41371	James & Law Company	Toner			$612.05				
41372	Robertson Heating Supply	Repairs to Bathroom Sink			$144.52				
41374	Robins Perfect Fit	Shirt Repairs Security			$18.00				
41376	Robins Perfect Fit	Patches Security			$12.00				
41377	R.D. Wilson	Supplies Comm. Corrs.				$99.86			
41378	Gourmet Catering & Rest.	Lunch Comm. Corrs.				$250.00			
41379	Advanced Auto Parts	Parts Comm.Corrs				$82.38			
41381	Lowe's Home Center	Materials for 911			$31.25				
41382	Lowe's Home Center	Materials for 911			$25.39				
41383	Lowe's Home Center	Materials for 911			$61.36				
41384	UniFirst Inc.	Carpet Runner Rental 911			$64.05				
41394	Mon Power	Shinnston Tower		$563.95					
41396	Mon Power	Various Locations	$159.54						
41397	Mon Power	Animal Control			$159.38				
41398	The Exponent Telegram	Legal Ad Animal Control			$745.00				
41399	A-1 Exterminationg Co. Inc.	Various Locations	$180.00						
41400	Adnantage Technology	410 Mircosoft Office	$3,240.00						
41401	Anytime Fitness	Employee Wellness	$256.00						
41402	Bruceton Petroleum Co.	2052.2 Gall. Unleaded Fuel	$7,036.84						
41403	County Club Chrysler	Automobile Parts	$32.45						
41404	Fisher Auto Parts	Automobile Parts	$38.40						
41405	Hope Gas	Animal Control			$211.63				
41406	Hart Office Solutions	Toner County Clerk	$1,535.20						
41407	Hart Office Solutions	Copier Rental 911			$201.70				

41408	Hillbilly Truck Repair	Towed Vehicle	$71.89						
41409	Jack's Muffler	Automobile Parts	$318.00						
41410	Michel, Inc.	Glycol Holding Tank	$97.00						
41412	Sandy's True Value	Maintenance Supplies	$162.99						
41413	Mon Power	Salem Tower		$1,189.66					
41414	Ace Hardware Shinnston	Supplies for Animal Control			$82.52				
41415	State Electric	Maintenance Supplies	$52.08						
41416	The Exponent Telegram	Legal Ad	$220.02						
41417	The Exponent Telegram	Various Legal Ads	$53,785.96						
41418	U S Cellular	Cellular Account	$126.97						
41420	Taylor Rolenson	DUI Classes				$600.00			
41421	Upshur County Day Report	Urine Analysis Confirmations				$375.00			
41426	Game Time	Playground Equ. Parks			$6,261.70				
41427	Sandy's True Value	Items for Enrichment			$44.99				
41429	Marsh Hardware	Landscape fabric staples			$11.49				
41436	Rachel Romano	Reimbursement	$44.64						
41437	Laura Pickens	Reimbursement	$44.64						
County Clerk	The Exponent Telegram	Legal Ad	$304.08						
County Clerk	Creative Forms	Various Forms	$312.00						
County Clerk	Casto & Harris	Recording Book Paper	$19,500.00						
County Clerk	Fifth Third Bank	Various Election Forms	$33.10						
County Clerk	The Exponent Telegram	Legal Ad	$11.32						
			$160,461.39	$5,054.49	$16,326.44	$68,786.16	$5,000.00	$0.00	$2,836.72
					Grand Total :	$258,465.20			

7-A

REQUISITION FOR PAYMENT FROM ADMINISTRATIVE EXPENSE FUND

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

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

REQUISITION FOR PAYMENT NO. 59 (11/02/22)

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

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

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

3. The total amount requested to be disbursed pursuant to this Requisition is **$1,998.50.** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

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

(b) **$ 1,998.50** is to be paid to a third party payee that is not affiliated with the Issuer, the District Board, the Developer or the Site Developer or on a joint basis to the Issuer, the District Board, the Developer or the Site Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its Authorized Officer this **2nd day of November, 2022.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

UMB Bank	Invoice #932358	Dated: 10/20/2022	$ 1,998.50
		Total	**$ 1,998.50**

UMB

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

Invoice 932358

Invoice Date:	**October 20, 2022**
Account Number:	**158735.1**
Administrator:	**Teri Donofrio**
Phone Number:	**(612) 337-7005**
Email:	**Teresa.Donofrio@umb.com**

Charles Pointe EODD 2019ABC
Attn: County Administrator
Harrison County Courthouse
301 West Main Street
Clarksburg, WV 26301

Billing Period:	**August 1, 2022 through August 31, 2022**
Prior Balance:	$2,129.50
Payments Received as of October 20, 2022	$ 0.00
Adjustments	$ 0.00
Outstanding Balance:	$2,129.50
Current Billing Period:	
Current Period Fees	$1,998.50
Total Fees Due	$4,128.00

Remittance Stub
Billing Period 08/01/2022 - 08/31/2022

Account Number:	158735.1
Invoice Number:	932358
Remit Balance	$4,128.00

Payment Due Upon Receipt

Charles Pointe EODD 2019ABC
Attn: County Administrator
Harrison County Courthouse
301 West Main Street
Clarksburg, WV 26301

☐ Check Enclosed $_____

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

WIRE PAYMENT INSTRUCTIONS:

UMB Bank, N.A. Kansas City, Missouri	
ABA No.	101 000 695
SWIFT BIC/Code	UMKCUS44
BNF Account	98 0000 6823
BNF Name	Trust
Reference	932358
Attention	Fee Processing

UMB

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

Invoice 932358

Account Detail

Account Number: 158735.1

Charles Pointe EODD 2019ABC

Administrative Fees

Administration Fee	$625.00
Administrative Fees Total	**$625.00**

Transaction Fees

Volume Based

Security Location	Transaction Type	Security Type	Volume	Rate	Fees	Adjustment to Min/Max	Location Total
	Default Specialist		1.70	655.00	1,113.50		
	Default Administration Fees		0.50	520.00	260.00		1,373.50
Volume Based Total:			**2.20**				**1,373.50**
Transaction Fees Total							**$1,373.50**

Account Total **$1,998.50**

UMB

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

Invoice 932358

Statement of Receivables

Reflects Only Those Payments Received And Applied As of October 20, 2022

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
930513	September 20, 2022	July 1, 2022 to July 31, 2022	2,129.50	30 days
	Total Balance Due		**2,129.50**	

7-B

FORM OF REQUISITION
FOR PAYMENT FROM SERIES A
ADMINISTRATIVE EXPENSE FUND

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

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

REQUISITION FOR PAYMENT NO. (11/02/22)

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

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

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

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

4. The total amount requested to be transferred from the Revenue Fund to the Series A Administrative Expense Fund pursuant to this Requisition is **$2,355.83.**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$2,355.83.** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$2,355.83** is to be paid to a third party payee that is not affiliated with the Developer or on a joint basis to the Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Representative this **2nd day of November, 2022**.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

UMB Bank.	Invoice #932364	Dated: 10/20/2022	$ 2,355.83
	Total		**$ 2,355.83**

UMB

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

Invoice 932364

Invoice Date:	**October 20, 2022**
Account Number:	**141961.1**
Administrator:	**Teri Donofrio**
Phone Number:	**(612) 337-7005**
Email:	**Teresa.Donofrio@umb.com**

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

Billing Period:	**September 1, 2022 through September 30, 2022**
Prior Balance:	$4,578.49
Payments Received as of October 20, 2022	$2,353.66
Adjustments	$ 0.00
Outstanding Balance:	$2,224.83
Current Billing Period:	
Current Period Fees	$2,355.83
Total Fees Due	$4,580.66

Remittance Stub
Billing Period 09/01/2022 - 09/30/2022

Account Number:	141961.1
Invoice Number:	932364
Remit Balance	$4,580.66

Payment Due Upon Receipt

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

☐ Check Enclosed $_____

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

WIRE PAYMENT INSTRUCTIONS:

UMB Bank, N.A. Kansas City, Missouri	
ABA No.	101 000 695
SWIFT BIC/Code	UMKCUS44
BNF Account	98 0000 6823
BNF Name	Trust
Reference	932364
Attention	Fee Processing

UMB

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

Invoice 932364

Account Detail

Account Number: 141961.1

Charles Pointe Project 2008AB

Administrative Fees

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

Transaction Fees

Volume Based

Security Location	Transaction Type	Security Type	Volume	Rate	Fees	Adjustment to Min/Max	Location Total
	Default Administration Fees		0.50	520.00	260.00		
	Default Specialist		2.50	655.00	1,637.50		1,897.50
Volume Based Total:			**3.00**				**1,897.50**
Transaction Fees Total							**$1,897.50**

Account Total **$2,355.83**

UMB

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

Invoice 932364

Statement of Receivables

Reflects Only Those Payments Received And Applied As of October 20, 2022

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
930525	September 21, 2022	August 1, 2022 to August 31, 2022	2,224.83	29 days
	Total Balance Due		**2,224.83**	

9-A

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

REQUISTION FORM

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

Ms. LaShawnda K. Fogle

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

1) Requisition Number: #75
2) Silling Associates, Inc.
   P.O. Box 3442
   Charleston, WV 25334

3) Amount: $877.50

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

B. The total obligation on account of which the payment requested herein is to be made is a total of $877.50 of which $ 0.00 has previously been paid, and $877.50 remains outstanding with above amount now due and payable.

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

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

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

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

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

Dated this the ____ day of _____, 20 ____.

THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

By: _____

Its: _____

Schedule I for Requisition #75

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Reimbursement to Issuer or Harrison County Commission:

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

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

	Vendor	Description of Expense	Approval Date	Amount
a.	Silling Associates	Site Work	2-Nov-22	$877.50
b.				
c.				
d.				
e.				
f.				
Total				$ 877.50

(3) Total amount of disbursements pursuant to this Requisition: $ 877.50

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

Approval Signature

Date

SILLING
ASSOCIATES, INC

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

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

Invoice number 5927
Date 08/08/2022

Project **Harrison County General Services Administration Building**

FF&E

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
FF&E - Schematic Design	12,750.00	100.00	12,750.00	12,750.00	0.00
FF&E - Design Development	21,250.00	100.00	21,250.00	21,250.00	0.00
FF&E - Documents	29,750.00	100.00	29,750.00	29,750.00	0.00
FF&E - Procurement	12,750.00	100.00	12,750.00	12,750.00	0.00
FF&E - Contract Administration	8,500.00	10.32	0.00	877.50	877.50
Total	85,000.00	91.03	76,500.00	77,377.50	877.50

Invoice total **877.50**

Approved by:

Thomas M. Potts
Principal

Payment Due 30 Days From Invoice Date

9-43

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

REQUISTION FORM

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

Ms. LaShawnda K. Fogle

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

1) Requisition Number: #76
2) Silling Associates, Inc.
   P.O. Box 3442
   Charleston, WV 25334

3) Amount: $19,444.38

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

B. The total obligation on account of which the payment requested herein is to be made is a total of $19,444.38 of which $ 0.00 has previously been paid, and $19,444.38 remains outstanding with above amount now due and payable.

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

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

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

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

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

Dated this the ____ day of _____, 20 ____.

THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

By: _____

Its: _____

Schedule I for Requisition #76

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Reimbursement to Issuer or Harrison County Commission:

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

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

	Vendor	Description of Expense	Approval Date	Amount
a.	Silling Associates	Site Work	2-Nov-22	$19,444.38
b.				
c.				
d.				
e.				
f.				
Total				$ 19,444.38

(3) Total amount of disbursements pursuant to this Requisition: $ 19,444.38

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

Approval Signature

Date

SILLING
ASSOCIATES, INC

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

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

Invoice number 5926
Date 08/08/2022

Project **Harrison County General Services Administration Building**

Description		Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
GSB Schematic Design		198,450.00	100.00	198,450.00	198,450.00	0.00
GSB Design Development		264,600.00	100.00	264,600.00	264,600.00	0.00
GSB Construction Documents		463,050.00	100.00	463,050.00	463,050.00	0.00
Additional Services - Design Change Order		33,500.00	100.00	33,500.00	33,500.00	0.00
Additional Services - Demolition Package		5,750.00	100.00	5,750.00	5,750.00	0.00
GSB Bidding & Negotiations		66,150.00	100.00	66,150.00	66,150.00	0.00
GSB Construction Administration		330,750.00	95.20	295,423.48	314,867.86	19,444.38
	Total	1,362,250.00	98.83	1,326,923.48	1,346,367.86	19,444.38

Invoice total **19,444.38**

Approved by:

Thomas M. Potts
Principal

Payment Due 30 Days From Invoice Date

10

HARRISON COUNTY, WV

LEPC

LOCAL EMERGENCY PLANNING COMMITTEE

BYLAWS OF

THE HARRISON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

ARTICLE I

NAME AND PURPOSE

Section 1. Name. The name of this organization shall be the Harrison County Local Emergency Planning Committee, hereinafter referred to as the "LEPC" or "the committee."

Section 2. Purpose. The purposes of the LEPC are those set out in SARA Title III/EPCRA and any other lawful purposes which are assigned to it or permitted by the County and/orthe State Emergency Response Commission (WV SERC) in West Virginia. In keeping with the intent of the SARA Title III/EPCRA regulations, all activities of the LEPC will be conducted in a manner encouraging input and participation from all segments of the community. The LEPC will develop an Emergency Response and Preparedness Plan for Harrison County WV and establish procedures for conducting its public information and education responsibilities. The plan shall be reviewed and updated as necessary on a regular annual basis, in accordance with Section 303 of SARA Title III.

The LEPC shall, in addition:

1. Receive and process requests for information from the public.
2. Notify the public of all LEPC meetings or activities.
3. The LEPC will perform a hazard analysis based on the information from facilities operating within the jurisdiction of the LEPC including the county's transportation risks.
4. Establish and maintain a database of Hazardous and Extremely Hazardous Substances (EHS) locations and quantities in the county utilizing "TIER II Manager" operated by the WV SERC.

The LEPC will establish, and notify the public that all meetings, including sub-committee and ad hoc committee meetings, are open to the public. The LEPC will implement such other and related activities as may hereafter be legally required by the federal government and/or the WVSERC. The LEPC will make assessments of resources necessary to implement the Emergency Response and Preparedness Plan, and make recommendations to appropriate people, agencies, and organizations regarding additional resources needed to implement the plan. The LEPC shall be instrumental in fulfilling the purpose of

the Community Right-to-Know laws to increase the protection of the community from exposure to chemicals produced, used, stored, and/or transported within the planning district. Transportation hazards analysis will include those risks to the district from commercial transportation by rail, highway, aircraft, and waters of commerce.

ARTICLE II MEMBERSHIP

Membership will always include, at a minimum, representatives of the groups listed in Section 301 of SARA Title III. This includes equal representation of elected state and local officials, law enforcement, emergency management, firefighting personnel, first aid/EMS personnel, health personnel, local environmental personnel, hospital personnel, transportation personnel, broadcast and print media personnel, community groups and owners or operators of local facilities. The members will be nominated by the LEPC and approved by the Harrison County Commission. Membership updates will be provided to the WVSERC on an annual basis.

Section 1. Qualification. The organization shall consist of those members nominated by the LEPC and approved by the Harrison County Commission. Those persons names shall represent the various professional and community groups as designated by EPCRA. Members of the LEPC shall be residents or conduct business in the jurisdictional area of the Harrison County LEPC. All members to maintain a status of good standing must attend at least 50% of all regularly scheduled meetings.

Section 2. Officers. Officers shall be elected to conduct meetings, appoint subcommittees, keep minutes, and to otherwise accomplish the work of the committee.

Section 3. Terms of Office. The membership of the LEPC will be for a period of two years. Members may be selected to succeed themselves or to move to other positions on the LEPC. No term limits are established for this jurisdiction. The term of office shall be provided in Article III, Section 3.

Section 4. Vacancies. Any vacancy occurring in the LEPC by reason of the resignation, death or disqualification of a member will be filled by appointment in accordance with Article II, Section 1. The Executive Committee may make suggestions for candidates to fill vacant positions to the County Commission.

Section 5. Duties. The LEPC shall assist established emergency planning offices within Harrison County with planning emergency response and public information as directed by laws.

Section 6. Meetings. The LEPC shall meet **at minimum** 4 times yearly (once per quarter.) Date/Time/Location of these meetings shall be set forth by the committee. Meetings may change from virtual to in person or both as the needs/situation change. If there is a change or cancellation of this meeting all members will be notified by email. The Chairperson may call special meetings of the LEPC at such time and place as the Chairperson may determine. All members will be notified by email.

Section 7. Quorum. The presence of five members and the Chairperson or Vice-Chairperson of the LEPC at the opening of the meeting shall constitute a quorum for the transaction of business by the LEPC.

Section 8. Agenda. Any member may request that the Chairperson place an item on the meeting agenda. If the chairperson should decline to do so, a member may have such item placed on the agenda by submitting it in writing to the Chairperson of the Committee.

Section 10. Rules of Order. The deliberations of all meetings of the LEPC and its subcommittees shall be governed by Robert's Rules of Order, Newly Revised 12th edition.

Section 11. Notice of Meetings. Notice of meetings shall be given to members at each meeting when the time and date for the next meeting is set. Notice will be sent to members via email. Notice of meetings will also be published on the WV Auditor's website no later than 14 days before the meeting and by the Harrison County Commission no less than 5 days prior to the meeting. Meetings may also be advertised via social media.

ARTICLE III OFFICERS

The Officers of the LEPC shall be a Chairperson and a Vice-Chairperson who shall be elected by the committee in a manner herein provided. Together they are addressed as theExecutive Committee. All officers shall be members of the LEPC.

Section 1. Nomination and Election of Officers. Prior to the expiration of the officer's term of service, nomination and election of officers shall occur. Nominations will be accepted from the floor for the positions of Chairperson and Vice-Chairperson. The election shall be by vote. These officers shall be selected by the majority of the members of the LEPC present and voting at the meeting. The regular elections will be held during the first meeting of each year.

Section 2. Term of Office. The term of the officers elected at the organizational meeting shall expire after the next regular election each year. Maximum consecutive terms of 3 years.

Section 3. Chairperson. The Chairperson shall preside at all meetings of the LEPC; shall serve as ex officio member of all committees; and shall perform such duties and acts as necessary to accomplish the goals of the LEPC. The Chairperson shall be empowered to create such other ad hoc committees as necessary to accomplish the goals of the LEPC. The Chairperson shall carry on the duties of Public Information Officer (PIO).

Section 4. Vice-Chairperson. Upon resignation or death or in the absence of the

Chairperson, the Vice-Chairperson shall perform the duties of the Chairperson. The Vice-Chairperson shall perform such other duties as may be assigned by the Chairperson.

Section 5. Secretary. The secretary shall keep written records and minutes of all meetings and transactions. The secretary will submit these records to the chair and vice chair within a reasonable time after the conclusion of each meeting.

Section 6. Treasurer. The Treasurer will be responsible for tracking LEPC funds awarded by the state and maintaining records of how those funds are spent. The treasurer will provide reports to the committee at every meeting on the financial status of the committee and provide reports to the state as required.

Section 7. Information Coordinator. The information coordinator will coordinate all public requests for information from the LECP. The information coordinator will field all FOIA requests and see that they are handled in a timely manner in conjunction with WVSERC. The information coordinator will also handle the collection of any fees associated with processing FOIA requests.

Section 8. Tier II Manager. The Director of the Harrison County Office of Emergency Management shall be responsible for keeping and maintaining Tier II reports. These can be kept electronically through *Tier II Manager* or on paper. Tier II reports are due by the first of March every year.

ARTICLE IV MISCELLANEOUS PROVISIONS

Section 1. Fiscal Year. The fiscal year shall be considered to run from July 1 to June 30.

Section 2. Indebtedness. All indebtedness incurred by the LEPC shall be approved by the Committee before payment by the Treasurer.

Section 3. Approval of By-Laws. These by-laws shall become effective upon approval by a majority of those in attendance at the organization meeting and by approval of the Harrison County Commission.

ARTICLE V AMENDMENTS

Section 1. Amendements. These by-laws may be amended by a two-thirds vote of members present and voting at any meeting of the LEPC provided that any amendments to these by-laws be submitted to the members in writing at least one week in advance of the meeting. Any member of the LEPC shall have the right to comment on or suggest revision to the by-laws.

ARTICLE VI RULES

EPCRA requires that the LEPC "shall establish rules by which the committee shall function. Such rules shall include provisions for public notification of committee activities, public meetings to discuss the emergency plan, public comments, response to such comments by the committee, and distribution of the emergency plan." The final rules are attached to these by-laws.

Section 1. Adoption of Rule: Publication of Proposals. The LEPC may, as necessary and proper, adopt rules of general application governing the execution of responsibilities under EPCRA and related applicable regulations. Such rules must first be published in proposed form not less than IO days prior to final adoption by the LEPC. Proposed rules are subject to public comment during the 10-day period. The LEPC Chairperson is encouraged, but not required, to email notices of the proposed rulemaking to interested local government officials, industries, and citizens.

Section 2. Method of Initiating proposed Rulemaking. Any member of the LEPC may recommend the initiation of proposed rulemaking. Any proposed rules shall be considered by the LEPC membership. If the LEPC membership, by majority vote approves the proposed rule, it shall thereafter proceed to publication as provided in the preceding section.

Section 3. Method of Adopting Final Rules. Following the expiration of the 10-day comment period, the LEPC shall then vote on the adoption of the proposed rule. If the voteis favorable, the rule shall take effect immediately upon the time and date the notice of adoption is first published.

Section 4. Notice of Adoption. Upon adoption of any rule by the LEPC, the Chairperson shall also publish the LEPC's response to comments received and any changes to the proposal made in response to such comments. Publication of the final rule shall be in the same manner as that for the proposed rule.

Section 5. Emergency Rules. In emergency circumstances, the LEPC may adopt rules without prior public notice and comment, provided that no such rule will remain in effect for more than 90 days.

FINAL RULES

Public Access to Information

A. All requests of information, including FOIA requests from the public will be directed to the WV SERC. The WV SERC will determine how to best answer these requests and pass the appropriate information back to the LEPC. The LEPC will present this information to the requester.

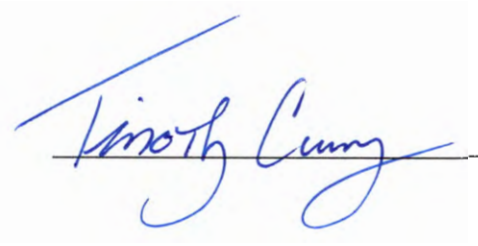
B. All information requested to be photocopied by any member of the public, shall be provided at the sole expense of such persons. The cost of such photocopyingshall be set from time to time by the Information Coordinator, with the approvalof the Executive Committee, at a level, which will enable the LEPC to recover all reasonable expenses associated with processing the request.

Copies of the LEPC bylaws, proposed rules or rules shall be provided at no charge to the public, although the Chairperson is authorized to recover reasonable expenses for photocopying in the case of requests for multiple copies made by any single individual or entity.

THIS DOCUMENTS THE CONSTITUTION AND BY-LAWS OF THE HARRISON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) ADOPTED AT THE REGULAR MEETING OF THE LEPC ON THE 20th DAY OF October, IN THE YEAR 2022

Signature

LEPC Chairperson:



Date: 10/20/22

Signature

President, County Commission:

_____ Date: _____

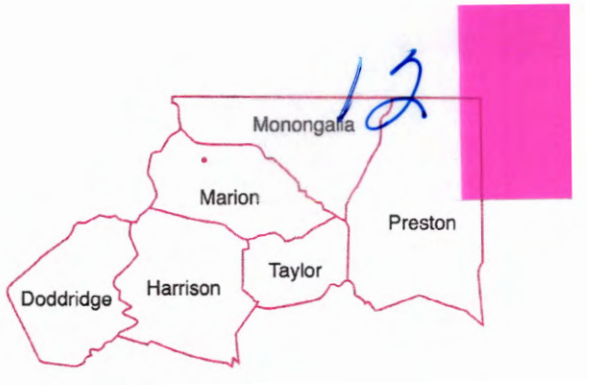
Appendix A

Membership Roster

Name	Role	Office	Term Expiration	Email
Pegi Bailey	HC EM Director	Treasurer	12/23	pbailey@harrisoncountywv.gov
James Green	County Fire	Vice Chair	12/23	jgreen@cityofclarksburgwv.com
Dan Field	Red Cross	PIO	12/23	
Tim Curry	Bridgeport EM	Chair	12/23	tcurry@bridgeportwv.com
Robin Urquhart	Local Business	Secretary	12/23	propertymanager@meadowbrookmall.com
Paul Bump	HC 911 Director	n/a	12/23	pbump@harrisoncountywv.gov
Scott Lattea	HC Sheriff	n/a	12/23	eslattea@harrisoncountywv.gov
Chris Skoloski	Oil/Gas	n/a	12/23	CSkoloski@marathonpetroleum.com
Cindy Murphy	HC Threat Prep	n/a	12/23	Cynthia.j.murphy@wv.gov
Joseph "Chad" Bundy	HC Health Department	n/a	12/23	Joseph.c.bundy@wv.gov
Gary Abbate	Community Member	n/a	12/23	iguanagary@aol.com
Eddie Massie	Communications	n/a	12/23	em478a@att.com
Tony Beto	VA Hospital	n/a	12/23	John.beto@va.gov
Chad Edwards	Local Government	n/a	12/23	citymanager@shinnstonwv.com
Bill Sipino	Industry	n/a	12/23	bill.spino@cithornburg.com
Lorenzo Garcia	Industry	n/a	12/23	l.garcia@stockmeier.us.com
Jason Lively	WVEMD	n/a	12/23	Jason.k.lively@wv.gov
Susan Thomas	County Commission	n/a	12/23	sthomas@harrisoncountywv.com
Jason Myers	Water Board	n/a	12/24	jmyers@clarksburgwater.com
Allen Cutlip	WVU-Medicine UHC	n/a	12/24	allen.cutlip@wvumedicine.org
Jeff Way	County Ambulance	n/a	12/24	jway@hceswv.com
John Harbert	Local PD	n/a	12/24	jharbert@shinnstonwv.com
	Small Business	n/a	12/24	
Tony Edwards	Weather Service	n/a	12/24	Tony.edwards@noaa.gov
Harley Benda	Local Media	n/a	12/24	hbenda@wboy.com
	Elected Official	n/a	12/24	
	Community Group	n/a	12/24	
	WVDOH	n/a	12/24	
	HC Senior Center	n/a	12/24	
	Public Transportation	n/a	12/24	
Jason Snider	HC BOE Safety Director	n/a	12/24	jsnider@k12.wv.us
Lisa Price	Mental Health	n/a	12/24	lisa.price@wvumedicine.org
Tim Pringley	Public Utilities	n/a	12/24	tpingle@firstenergycorp.com
Ron Woods	Towing Officer	n/a	12/24	rwoods@harrisoncountywv.com
John McAllister	Public Utilities	n/a	12/24	jmcallister@hrea.coop
Sharma Raj	EPA	n/a	12/24	sharma.raj@epamail.epa.gov
Megan Kimble	FBI	n/a	12/24	megan.kimble@ic.fbi.gov

REGION VI
PLANNING AND DEVELOPMENT COUNCIL

34 Mountain Park Drive • (304) 366-5693
White Hall, WV 26554 • FAX • (304) 367-0804
e-mail: regionvi@regionvi.com
Website: www.regionvi.com



14 October 2022

Ms. Michelle Tonkin
Harrison County Commission
301 W Main Street, 5th Floor
Clarksburg, WV 26301

RE: Town of Lumberport ARPA Funding Acceptance and Intended Use of Funds

Dear Ms. Tonkin:

The Town of Lumberport in Harrison County, WV is pleased to receive news that it has been awarded $100,000 from the Harrison County Commission's American Rescue Plan Act (ARPA) funding allotment. This letter is to confirm that the Town of Lumberport accepts this award and plans to use these funds in its efforts to complete its Phase I Water System Improvements project.

The Phase I Water System Improvements project intends to utilize the $100,000 from Harrison County ARPA for the purchase and installation of approximately 612 new residential water meters and 23 new commercial water meters, complete with a radio-read interface for remote reading capabilities. The Town itself anticipates swapping out the water meters with their own manpower, which means the contract would consist of a vendor bid for the water metering system. For your reference, enclosed please see the Draft Post-Bid Schedule B for this project. This project should be complete by Summer 2023.

If you have questions, concerns, or require additional information, please don't hesitate to contact me at 304-366-5693, ext. 101.

Sincerely,

Shelby Johnson

Shelby Johnson
Project Administrator

Enclosures: ARPA Funding Request
Draft Schedule B

cc: The Thrasher Group
Town of Lumberport



American Rescue Plan Act (ARPA) Funding Request

1. Name of Project: Town of Lumberport Phase I Water System Improvements Project

2. Organization Name: Town of Lumberport

3. Address: 84 George Street, Lumberport, WV 26386

4. Authorized Contact Person: Betty O'Dell

5. Title: Mayor Phone: 304-695-8593

6. E-mail: bettywvbetty@yahoo.com

7. Federal Tax Identification Number: 55-600-5493-001

8. DUNS number: 039-606-439

Unique Entity Identifier (UEI): GK6DKCTMGS23

PWSID: WV3301714

NPDES Permit Number: n/a

9. Project Summary: (In your response, please consider including the following: a brief description of the project including specific use of ARPA funds, location, community need, timelines, and all deliverables. Also, include collaboration with other agencies on this project (if applicable). Please attach additional pages if necessary. If there are multiple projects, please provide separate narratives and budget information on each one.)

Project Description:

Lumberport is proposing a Phase I Water System Improvements project consisting of completing the installation of approximately 612 new residential water meters and 23 new commercial water meters, complete with a cellular interface for remote reading capabilities. The Town itself anticipates swapping out the water meters with their own manpower, which means the contract would consist of a vendor bid for the water metering system. This project's goal is to increase the town's water system accountability for several reasons.

Latitude and Longitude: 39.374697, -80.35034

ARPA Item Number: 5.11-Drinking water: Transmission & distribution

10. Total Project Cost: $520,000

11. Project Start date (estimated): Request for binding commitment submitted to IJDC in October 2022. The project should award the vendor bid contract by March 2023 and install meters within a few months.

12. Project End Date (estimated): This project should be complete by Summer 2023.

13: Name and Contact information of Project Engineer and Project Administrator if different from authorized contact above.

Ryan Holcomb, Project Engineer, The Thrasher Group, Inc.
304-476-4125 | rholcomb@thethrashergroup.com

Shelby Johnson, Project Administrator, Region VI Planning and Development Council
304-366-5693x101 | sjohnson@regionvi.com

Town of Lumberport Water Treatment Plant and Water System Improvements Project 08/05/2022

IJDC #2022W-2150

Draft Schedule B

	TOTAL	IJDC PFA Loan	Local PFA Match	Lumberport ARPA	Harrison Co. ARPA	IJDC Grant
PROJECT COSTS	**$ 520,000.00**	**$ 7,500.00**	**$ 7,500.00**	**$ 155,000.00**	**$ 100,000.00**	**$ 250,000.00**
1 Total Construction						
Contract No. 1 -	$ 340,500.00	$ -	$ -	$ 24,000.00	$ 100,000.00	$ 216,500.00
Contract No. 2 -	$ -	$ -	$ -	$ -	$ -	$ -
Contingency 10%	$ 33,500.00	$ -	$ -	$ -	$ -	$ 33,500.00
2 Technical Services (Thrasher)						
a. Study / Report	$ 5,000.00	$ -	$ -	$ 5,000.00	$ -	$ -
b. Design (Preliminary & Final Design)	$ 21,000.00	$ -	$ -	$ 21,000.00	$ -	$ -
c. Bidding & Negotiation	$ 10,000.00	$ -	$ -	$ 10,000.00	$ -	$ -
d. Construction Mg't	$ 7,500.00	$ -	$ -	$ 7,500.00	$ -	$ -
e. RPR/Inspection	$ -	$ -	$ -	$ -	$ -	$ -
g. Special Services						
Preparation of Funding Applications	$ 5,000.00	$ -	$ -	$ 5,000.00	$ -	$ -
Mapping	$ -	$ -	$ -	$ -	$ -	$ -
Leak Detection Study	$ 15,000.00	$ 7,500.00	$ 7,500.00	$ -	$ -	$ -
Post Construction	$ -	$ -	$ -	$ -	$ -	$ -
Phase II Project Planning	$ 25,000.00	$ -	$ -	$ 25,000.00	$ -	$ -
Phase Ii Project Water Sampling and Testing	$ 10,000.00	$ -	$ -	$ 10,000.00	$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
3 Lands & ROWS						
a. Acquisition/ROW Services/Agent	$ -	$ -	$ -	$ -	$ -	$ -
b. Acquisition Costs	$ -	$ -	$ -	$ -	$ -	$ -
4 Legal						
a. Legal Fees (Project & ROW Attorney)	$ 2,500.00	$ -	$ -	$ 2,500.00	$ -	$ -
b. Legal Fees (PSC Attorney)	$ 2,500.00	$ -	$ -	$ 2,500.00	$ -	$ -
5 Accounting (Zack Dobbins)	$ 7,500.00	$ -	$ -	$ 7,500.00	$ -	$ -
6 Administration (Region VI)	$ 15,000.00	$ -	$ -	$ 15,000.00	$ -	$ -
7 Miscellaneous						
a. DOH permit	$ -	$ -	$ -	$ -	$ -	$ -
b. NPDES permit	$ -	$ -	$ -	$ -	$ -	$ -
c. Natural Resource Permitting	$ -	$ -	$ -	$ -	$ -	$ -
d. Tap Fees	$ -	$ -	$ -	$ -	$ -	$ -
e. Project Contingency/Other	$ 20,000.00	$ -	$ -	$ 20,000.00	$ -	$ -
8 Total of Lines 1 through 7	$ 520,000.00	$ 7,500.00	$ 7,500.00	$ 155,000.00	$ 100,000.00	$ 250,000.00
COST OF FINANCING						
10 Reserve	$ -	$ -	$ -	$ -	$ -	$ -
11 Registrar	$ -	$ -	$ -	$ -	$ -	$ -
12 Bond Counsel	$ -	$ -	$ -	$ -	$ -	$ -
13 Total Cost of Financing (line 10 through 12)	$ -	$ -	$ -	$ -	$ -	$ -
14 Total Cost of Project (line 8 plus line 13)	$ 520,000.00	$ 7,500.00	$ 7,500.00	$ 155,000.00	$ 100,000.00	$ 250,000.00
SOURCE OF FUNDS						
15 Federal Grants	$ -	$ -	$ -	$ -	$ -	$ -
16 State Grants	$ 250,000.00	$ -	$ -	$ -	$ -	$ 250,000.00
17 Other Sources (Local Grants)	$ 270,000.00	$ 7,500.00	$ 7,500.00	$ 155,000.00	$ 100,000.00	$ -
18 Total Grants	$ 520,000.00	$ 7,500.00	$ 7,500.00	$ 155,000.00	$ 100,000.00	$ 250,000.00
19 Net Proceeds from Bond Issuance (line 14 minus line 18)	$ -	$ -	$ -	$ -	$ -	$ -

DRAFT
Town of Lumberport — Date

DRAFT
The Thrasher Group — Date

REGION VI
PLANNING AND DEVELOPMENT COUNCIL

34 Mountain Park Drive • (304) 366-5693
White Hall, WV 26554 • FAX • (304) 367-0804
e-mail: regionvi@regionvi.com
Website: www.regionvi.com



17 October 2022

Ms. Michelle Tonkin
Harrison County Commission
301 W Main Street, 5th Floor
Clarksburg, WV 26301

RE: Enlarged Hepzibah PSD ARPA Funding Acceptance and Intended Use of Funds

Dear Ms. Tonkin:

The Enlarged Hepzibah Public Service District in Harrison County, WV is pleased to receive news that it has been awarded $500,000 from the Harrison County Commission's American Rescue Plan Act (ARPA) funding allotment. This letter is to confirm that the Enlarged Hepzibah PSD accepts this award and plans to use these funds in its efforts to complete two infrastructure projects.

The first project is the Water System Improvements project which intends to utilize $170,825 of the $500,000 from Harrison County ARPA for the purchase of equipment including a compact excavator, dump truck and trailer, as well as monies set aside for construction contingency. For your reference, enclosed please see the Draft Post-Bid Schedule B for this project. This project is prepared to begin construction in early 2023.

The second project is a proposed Sewer System Improvements project which intends to utilize the remaining $329,175 of the $500,000 from Harrison County ARPA to fund engineering surveys, planning, and design. This project is currently in the preliminary study and report phase and additional funding has not yet been secured.

If you have questions, concerns, or require additional information, please don't hesitate to contact me at 304-366-5693, ext. 101.

Sincerely,

Shelby Johnson
Project Administrator

Enclosures: ARPA Funding Request
Water Project Draft Schedule B

cc: The Thrasher Group
Enlarged Hepzibah PSD



American Rescue Plan Act (ARPA) Funding Request

1. Name of Project: Enlarged Hepzibah PSD Water System Improvements Project

2. Organization Name: Enlarged Hepzibah Public Service District

3. Address: 18 Sable Circle, Reynoldsville, WV 26422

4. Authorized Contact Person: Kevin Short

5. Title: General Manager Phone: 304-844-6437

6. E-mail: kevin@sunvalleypsd.com

7. Federal Tax Identification Number: 55-0482710

8. DUNS number: 045832714

Unique Entity Identifier (UEI): F4K5RNJ9JTE1

PWSID: 3301709

NPDES Permit Number: WV0081001

9. Project Summary: (In your response, please consider including the following: a brief description of the project including specific use of ARPA funds, location, community need, timelines, and all deliverables. Also, include collaboration with other agencies on this project (if applicable). Please attach additional pages if necessary. If there are multiple projects, please provide separate narratives and budget information on each one.)

WATER PROJECT:

Work of project is defined by the contract Documents and consists of the following: The replacement of sections of pipe in the existing water system including customer water meter settings, fire hydrants, isolation gate valves, a check valve to prevent flow from exiting the Greater Hepzibah system, new pressure reducing valves at the connection to the Clarksburg system, a new solenoid control valve and mixer at the Spelter Tank, and restoration to any disturbed areas to return them to preconstruction conditions.

Latitude and Longitude for water project:

- Northern Most Extent: 39.349285, -80.324393
- Eastern Most Extent: 39.342146, -80.296722
- Southern/Western Most Extent: 39.3071, -80.353133

ARPA Item Number: 5.11-Drinking water: Transmission & distribution

SEWER PROJECT:

Work of proposed project consists of repairs to two treatment plants and expansion of sewer services along Rt. 24 / in the Meadowbrook Road area. This project is still in the preliminary study and report phase.

Latitude and Longitude for sewer project: 39.3411, -80.32388

ARPA Item Number: 5.2-Clean Water: Centralized wastewater collection and conveyance

10. Total Project Cost: Water Project Cost is $2,063,825. The Sewer project cost is TBD.

11. Project Start date (estimated): Water Project is prepared to begin construction early 2023. The sewer project is currently in the preliminary study and report phase.

12. Project End Date (estimated): Water project should be completed by Summer 2023. Schedule for the sewer project is TBD.

13: Name and Contact information of Project Engineer and Project Administrator if different from authorized contact above.

Logan Alastanos, Project Engineer, The Thrasher Group, Inc.
304-326-6136 | lalastanos@thethrasnergroup.com

Shelby Johnson, Project Administrator, Region VI Planning and Development Council
304-366-5693x101 | sjohnson@regionvi.com

Enlarged Hepzibah PSD Water System Improvements Project

IJDC #2019W-1819 10/11/22

Draft Schedule B ~~07/11/22~~

	TOTAL	Harrison Co. ARPA	IJDC
PROJECT COSTS	**$ -**		**$ -**
1 Total Construction			
Contract No. 1 -	$ 1,305,750.00	$ -	$ 1,305,750.00
Equipment (Excavator)	$ 70,000.00	$ 1,733.00	$ 68,267.00
Other Equipment (Dump Truck & Trailer)	$ 110,700.00	$ 110,700.00	$ -
Contingency 10.00%	$ 130,575.00	$ 58,392.00	$ 72,183.00
2 Technical Services (Thrasher)			
a. Study & Report	$ 25,000.00	$ -	$ 25,000.00
b. Preliminary Design	$ 55,000.00	$ -	$ 55,000.00
c. Final Design	$ 70,000.00	$ -	$ 70,000.00
d. Bidding	$ 10,000.00	$ -	$ 10,000.00
e. Construction Mg't	$ 20,000.00	$ -	$ 20,000.00
f. RPR/Inspection	$ 60,000.00	$ -	$ 60,000.00
g. Special Services			
Engineering Survey and Topographic	$ 8,000.00	$ -	$ 8,000.00
Preparation of Funding Application	$ 15,000.00	$ -	$ 15,000.00
Aerial Mapping	$ 8,000.00	$ -	$ 8,000.00
Post Construction	$ 5,000.00	$ -	$ 5,000.00
3 Lands & ROWS			
a. Acquisition	$ 1,800.00	$ -	$ 1,800.00
b. ROWs Costs	$ 15,000.00	$ -	$ 15,000.00
4 Legal			
a. Legal Fees (Local)	$ 15,000.00	$ -	$ 15,000.00
b. Legal Fees (PSC Attorney)	$ 15,000.00	$ -	$ 15,000.00
5 Accounting (Bennett & Dobbins)	$ 37,000.00	$ -	$ 37,000.00
6 Administration (Region VI)	$ 50,000.00	$ -	$ 50,000.00
7 Miscellaneous			
a. Permits	$ 16,500.00	$ -	$ 16,500.00
b. Legal Ads	$ -	$ -	$ -
c. Equipment	$ -	$ -	$ -
d. Project Contingency/Other	$ -	$ -	$ -
8 Total of Lines 1 through 7	$ 2,043,325.00	$ 170,825.00	$ 1,872,500.00
COST OF FINANCING			
10 Capitalized Interest	$ -	$ -	$ -
11 Registrar	$ 500.00	$ -	$ 500.00
12 Bond Counsel	$ 20,000.00	$ -	$ 20,000.00
13 Total Cost of Financing (line 10 through 12)	$ 20,500.00	$ -	$ 20,500.00
14 **Total Cost of Project (line 8 plus line 13)**	**$ 2,063,825.00**	**$ 170,825.00**	**$ 1,893,000.00**
SOURCE OF FUNDS			
15 Federal Grants	$ -	$ -	$ -
16 State Grants	$ -	$ -	$ -
17 Other Sources	$ 170,825.00	$ 170,825.00	$ -
18 Total Grants	$ 170,825.00	$ 170,825.00	$ -
19 **Net Proceeds from Bond Issuance (line 14 minus line 18)**	**$ 1,893,000.00**	**$ -**	**$ 1,893,000.00**

Enlarged Hepzibah PSD

The Thrasher Group

A-1

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, October 12, 2022, through Tuesday, October 18, 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, October 12, 2022, the following matters were disposed of in the presence of the Clerk:

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

ANNIE K KERNS, who was named in the last will and testament of **EVA BELL KERNS**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Thursday, October 13, 2022, the following matters were disposed of in the presence of the Clerk:

A duly certified copy of the last will and testament of **MARY ELIZABETH REXROAD**, deceased, late a resident of Marion, West Virignia, was admitted to record.

A duly exemplified copy of the last will and testament of **GREGORY LEON REXROAD**, deceased, late a resident of Lake, Florida, was admitted to record.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **JOSEPH ANDREW WENDT** was appointed and qualified as ADMINISTRATOR of the estate of **BETTY JO JONES**, deceased. Bond was 20,000.00.

On, Monday, October 17, 2022, the following matters were disposed of in the presence of the Clerk:

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

KENT VANCE, who was named in the last will and testament of **GENE DOUGLAS VANCE**, deceased, as EXECUTOR thereof, qualified as such. Bond was 35,000.00.

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

MARK RIBAS, who was named in the last will and testament of **BETTY JANE RIBAS**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Tuesday, October 18, 2022, the following matters were disposed of in the presence of the Clerk:

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

NANCY REBECCA WAGERS, who was named in the last will and testament of **LEONTINE REBECCA PAINTER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly exemplified copy of the last will and testament of **PEGGY J BRADSHAW**, deceased, late a resident of Cobb, Georgia, was admitted to record.

John R Spires
Clerk of the Harrison County Commission

Wednesday, November 2, 2022

Confirmed

A-2

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, October 19, 2022, through Tuesday, October 25, 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, October 19, 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, **MYRON WESTFALL** was appointed and qualified as ADMINISTRATOR of the estate of **FLORA ELIZABETH WESTFALL**, deceased. Bond was 20,000.00.

On, Thursday, October 20, 2022, the following matters were disposed of in the presence of the Clerk:

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

PATTY ANN ARBOGAST, who was named in the last will and testament of **DANA RAE SMITH**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Friday, October 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, **DAVID J GARVIN** was appointed and qualified as ADMINISTRATOR of the estate of **SUSAN DENISE DODD**, deceased. Bond was 1,000.00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **ROBIN LOVE** was appointed and qualified as ADMINISTRATRIX of the estate of **CASEY GENE LOVE**, deceased. Bond was 18,000.00.

On, Monday, October 24, 2022, the following matters were disposed of in the presence of the Clerk:

The said estate of **ELINOR MARY FORSTER-WOODHOUSE**, deceased was referred to **JAMES A VARNER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

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

MEGHAN E FINCHAM, who was named in the last will and testament of **JOYCE IRENE HUNTER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly exemplified copy of the last will and testament of **KIMBERLY S BARNARD**, deceased, late a resident of SUMMIT, OHIO, was admitted to record.

On, Tuesday, October 25, 2022, the following matters were disposed of in the presence of the Clerk:

A duly exemplified copy of the last will and testament of **JOSEPH A AUDIA**, deceased, late a resident of , , was admitted to record.

A duly exemplified copy of the last will and testament of **GILDA AUDIA**, deceased, late a resident of , , was admitted to record.

A duly certified copy of the last will and testament of **ANNIS MARIE BENNETT**, deceased, late a resident of Greenbrier, West Virginia, was admitted to record.

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

DOUGLAS W WILEY, who was named in the last will and testament of **C LYNN BENNETT**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

John R Spires
Clerk of the Harrison County Commission

Wednesday, November 2, 2022

Confirmed

B/2,pg

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

ROBYN L. SMALLWOOD, EXECUTRIX OF THE ESTATE

OF /// **REPORT OF CLAIMS AND WAIVER OF FINAL SETTLEMENT**

SANDRA C. (DRUSILLA) SMALLWOOD, DECEASED

TO THE HONORABLE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA:

The report of Norman T. Farley, Fiduciary Commissioner for Harrison County, West Virginia, and Waiver of Final Settlement of the **Estate of Sandra C. (Drusilla) Smallwood, deceased.**

Your Commissioner who has before him the Waiver of Settlement which is duly signed and notarized by the personal representative and all heirs, beneficiaries and distributees of the **Estate of Sandra C. (Drusilla) Smallwood,** deceased, as provided in Chapter 44, Article 2, Section 29 of the West Virginia Code, as amended, respectfully reports:

That said estate was referred to Norman T. Farley, Fiduciary Commissioner, on the **15th day of June, 2022;**

That your Commissioner approved the Appraisement of said estate and caused the same to be recorded in the Office of this Commission; and,

That pursuant to Article 2, Chapter 44 of the West Virginia Code as amended, the **4th day of September, 2022,** was appointed as the day to receive on or before that date proofs of claim against said estate at his law office in Bridgeport, Harrison County, West Virginia, and notice was given thereof to the creditors and beneficiaries of the estate by publishing notice in the manner and form prescribed by law in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, once each week for two successive weeks, said publication having been made on the **6th and 13th days of July, 2022; and**

Your Commissioner further reports that no claims were filed against the estate and that no necessity exists to reserve any funds in the hands of the personal representative to meet the same; and,

That said personal representative submitted the attached Waiver of Settlement duly executed by the personal representative and all heirs, beneficiaries and distributees of the **Estate of Sandra C. (Drusilla) Smallwood,** deceased, as provided in Chapter 44, Article 2, Section 29 of the West Virginia Code as amended; and

Your Commissioner further reports that the name of the personal representative was included in a list of all fiduciaries whose accounts were then before him for settlement, which list was prepared by him and caused by him to be published once a week for two successive weeks, as required by law, said publication having been made on the **6th** and **13th days of October, 2022**, in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, and upon completion of said publication your Commissioner proceeded to make this final report for the settlement of the accounts of said personal representative.

This Report and attached Waiver of Settlement, filed herewith and expresly made a part hereof, may be filed as the final report of **Robyn L. Smallwood, Executrix of the Estate of Sandra C. (Drucilla) Smallwood, deceased.**

GIVEN under my hand this 20th day of October, 2022.

Norman T. Farley, Fiduciary Commissioner
Harrison County, West Virginia

United States of America

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

Affidavit and Waiver of Final Settlement

I,ROBYN L SMALLWOOD, personal representative(s) in the estate of SANDRA C (DRUSILLA) SMALLWOOD after being first duly sworn do aver and state as follows:

1. A release of lien, if required by West Virginia Code 11-1-1, has been filed with the County;

2. More than 60 days have elapsed since the filing of any notice required by West Virginia Code 44-1-14(a):

3. The time for filing of claims against the estate has expired;

4. No known unpaid claims exist against the estate;

5. All beneficiaries of the estate have each been advised of the share or shares to which each is entitled from the estate.

ROBYN L SMALLWOOD RS (L.S.)
EXECUTRIX

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 22 day of September, 2022

My Commission expires: May 28, 2026 Kristy Romino
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
KRISTY ROMINO
MVB BANK INC
406 W MAIN ST
Clarksburg WV 26301
My Commission Expires May 28, 2026

ROBYN L SMALLWOOD RS (L.S.)
DAUGHTER

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 22 day of September, 2022

My Commission expires: May 28, 2026 Kristy Romino
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
KRISTY ROMINO
MVB BANK INC
406 W MAIN ST
Clarksburg WV 26301
My Commission Expires May 28, 2026

PAMELA S FIREMAN Pamela S Fireman AKA Courtney
DAUGHTER

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 22 day of September, 2022

My Commission expires: May 28, 2026 Kristy Romino
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
KRISTY ROMINO
MVB BANK INC
406 W MAIN ST
Clarksburg WV 26301
My Commission Expires May 28, 2026

WENDI D SIDWELL (L.S.)
DAUGHTER

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 22 day of September, 2022.

My Commission expires: May 28 2026 Notary Public



Please note for dates of death July 13, 2001 or after, any beneficiaries who are to received a bequest of cash or personal property are not required to sign.

State of West Virginia, County of Harrison, to-wit:

I, John R Spires, Clerk of the Harrison County Commission, do hereby certify that the foregoing writing was this day examined and confirmed by said Commission, there having been no exceptions or objections filed thereto.

Given under my hand this _____day of _____, _____.

By _____

John R Spires
Clerk of the Harrison County Commission

June Eschenmann
Deputy Clerk

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

TERESA L. WYSOR, EXECUTRIX, AND
DANIEL J. DeMARINO, EXECUTOR, OF
THE ESTATE

OF ///

REPORT OF CLAIMS
AND
FIRST ANNUAL SETTLEMENT

JoANN L. DeMARINO,
DECEASED

TO THE HONORABLE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA:

The Report of Claims and First Annual Settlement of the accounts of Teresa L. Wysor, Executrix, and Daniel J. DeMarino, Executor of the Estate of JoAnn L. DeMarino, deceased, was made before me, Norman T. Farley, Fiduciary Commissioner for Harrison County, West Virginia, and reported as follows:

(SEE ATTACHED ACCOUNTING)

STATE OF WEST VIRGINIA **COUNTY OF HARRISON, ss:**

JoAnn L. DeMarino

Social Security No: 477-30-6196 Date of Death: 07/12/2021

ANNUAL ACCOUNTING

ANNUAL ACCOUNTING filed by Teresa L. Wysor and Daniel J. DeMarino, Co-Executrix and Co-Executor of the estate of JoAnn L. DeMarino, as provided by Chapter 44, Article 4, Section 2, of the Code of West Virginia, as amended.

RECEIPTS:

1) August 2021 Schwab 8712 Account Accrued Income/Value	$6,911.89
2) September 2021 Schwab 8509 Account Opening	$384,335.99
3) September 2021 Schwab 8509 Accrued Income/Value	$415.07
4) 09/10/2021 City Bank Medicare Supplement refund	$766.10
5) 09/17/2021 City Bank Joint Account Closed	$7,552.00
6) October 2021 Schwab 8509 Accrued Income/Value	$11,267.70
7) 10/29/2021 City Bank Check from Humana and Barbara Bridges	$10,515.70
8) November 2021 Schwab 8509 Accrued Income	$511.00
9) 11/05/2021 City Bank Sale of car	$7,500.00
10) 11/17/2021 Opening 9683 from Brokerage account	$1,061,269.60
11) 11/17/2021 Opening 9743 from Brokerage account	$141,459.51
12) 11/17/2021 Schwab 8509 Moved funds from Schwab 9683	$96,383.41
13) 11/17/2021 Schwab 8509 moved funds from Schwab 9743	$9,303.57
14) 11/19/2021 City Bank car insurance refund	$139.64
15) December 2021 Schwab 8509 Accrued Income/Value	$4,304.08
16) December 2021 Schwab 9743 Change in Value of investments	$170.26
17) December 2021 Schwab 9683 Change in Value of investments	$1,078.33
18) January 2022 Schwab 8509 Accrued Income	$487.58
19) 02/08/2022 Schwab 8509 Moved funds from Schwab 9683	$200,000.00
20) 02/09/2022 Schwab 8509 moved funds from Schwab 9743	$25,000.000
21) February 2022 Schwab 8509 Accrued Income/Value	$1,299.19
22) March 2022 Schwab 8509 Accrued Income	$132.57
23) 04/27/2022 Schwab 8509 Sale of home	$205,561.18
24) May 2022 Schwab 9683 Accrued Income/Value	$2,232.27
25) May 2022 Schwab 9743 Accrued Income/Value	$201.90
26) 05/10/2022 Schwab 8509 Funds received(error)	$205,486.19
27) July 2022 Schwab 9683 Accrued Income/Value	$14,973.67
28) July 2022 Schwab 9743 Accrued Income/Value	$2,618.57

Total: $2,401,876.97

DISBURSEMENTS:

1) September 2021 Schwab 8712 Account Closure	$393,783.27
2) October 2021 Schwab 8712 Account Closure	$.09
3) 10/18/2021 Schwab 8509 Advisor Fee	$42.00
4) November 2021 Schwab 8509 Investment Loss	$966.85
5) 11/18/2021 Schwab 9683 transfer to 8509	$96,383.41
6) 11/19/2021 Schwab 9743 transfer to 8509	$9,303.57
7) 12/28/2021 City Bank check	$37.02
8) January 2022 Schwab 8509 Advisor Fee	$832.00
9) January 2022 Schwab 8509 Investment Loss	$5486.80
10) January 2022 Schwab 9683 Investment Loss	$12,926.18
11) January 2022 Schwab 9743 Investment Loss	$2,063.13
12) 01/24/2022 Schwab 9683 Advisor Fee	$1008.00
13) February 2022 Schwab 9683 Investment Loss	$8,469.90
14) February 2022 Schwab 9743 Investment Loss	$1,288.01
15) 02/09/2022 Schwab 9743 transfer to 8509	$25,000.00
16) 02/08/2022 Schwab 9683 Moved funds to 8509	$200,000
17) 02/09/2022 Schwab 8509 Check 101 New Furnace	$3,860.00
18) 02/23/2022 Schwab 8509 Bridgeport Utility	$0.65
19) 02/28/2022 Schwab 8509 PNP Bill payment	$1415.23
20) March 2022 Schwab 8509 Investment Loss	$23.24
21) March 2022 Schwab 9683 Investment Loss	$5,170.45
22) March 2022 Schwab 9743 Investment Loss	$622.54
23) April 2022 Schwab 9683 Investment Loss	$26,394.10
24) April 2022 Schwab 9743 Investment Loss	$3,977.47
25) 04/19/2022 Schwab 9683 Advisor Fee	$1,259.00
26) 04/19/2022 Schwab 9743 Advisor Fee	$176.00
27) 03/11/2022 Schwab 8509 First Energy	$53.85
28) 03/15/2022 Schwab 8509 Check 108 Premier Tax	$1055.00
29) 03/16/2022 Schwab 8509 Premier Tax Cons	$695.00
30) 03/21/2022 Schwab 8509 Bridgeport Utility	$63.78
31) 04/06/2022 Schwab 8509 Check 107 Seamon Law Offices	$484.50
32) 04/14/2022 Schwab 8509 Check 109 Danny electric/cleaning	$1000.00
33) 04/27/2022 Schwab 8509 Bridgeport Utility	$63.78
34) 05/10/2022 Schwab 8509 Journal	$205,561.18
35) 05/13/2022 Schwab 8509 Acct Credit Error	$205,486.19
36) 05/20/2022 Schwab 8509 Bridgeport Utility	$63.78
37) June 2022 Schwab 9683 Investment Loss	$17,102.82
38) June 2022 Schwab 9743 Investment Loss	$2,722.36
39) 06/15/2022 Schwab 8509 First Energy	$82.14
40) 06/22/2022 Schwab 8509 Check 113 Teresa for Gas bill	$110.00
41) 07/19/2022 Schwab 9683 Advisor Fee	$847.00

42)	07/19/2022 Schwab 9743 Advisor Fee	$118.00
	Total:	**$1,234,450.01**

DISTRIBUTION:

1)	12/14/2021 Schwab 8509 IRA Distribution	$52,843.49
2)	12/15/2021 Schwab 8509 IRA Distribution	$52,843.49
3)	12/23/2021 City Bank Teresa	$6,003.00
4)	12/30/2021 City Bank Danny	$6,003.00
5)	02/11/2022 City Bank closing account to Danny and Teresa	$14,430.42
6)	02/14/2022 Schwab 8509 Check 103 IRA Distribution	$112,500.00
7)	02/18/2022 Schwab 8509 Check 104 IRA Distribution	$112,500.00
8)	02/14/2022 Schwab 8509 Check 105 Teresa	$175,000.00
9)	02/18/2022 Schwab 8509 Check 106 Danny	$175,000.00
10)	06/22/2022 Schwab 8509 Check 112 Teresa	$30,035.00
11)	06/24/2022 Schwab 8509 Check 111 Danny	$29,830.00
	Total:	**$766,988.40**

Teresa L. Wysor

Teresa L. Wysor, Co-Executrix

Daniel J. DeMarino, Co-Executor

STATE OF: Virginia
COUNTY OF: Fairfax, **to-wit:**

Taken, subscribed and sworn before me by Teresa L. Wysor, Co-Executrix for the estate of JoAnn L. DeMarino, in the County aforesaid, this 18 day of August, 2022.

Notary Public

My Commission Expires: 01/31/2025

HELIO A. GOMEZ
Commonwealth of Virginia
Notary Public
Commission No. 311547
My Commission Expires 01/31/2025

STATE OF: West Virginia
COUNTY OF: Harrison, **to-wit:**

Taken, subscribed and sworn before me by Daniel J. DeMarino, Co-Executor for the estate of JoAnn L. DeMarino, in the County aforesaid, this 25th day of August, 2022

OFFICIAL SEAL
NOTARY PUBLIC, STATE OF WEST VIRGINIA
Sabrina Oldaker
78 Lower Hackers Creek Road
Philippi, WV 26416
My Commission Expires January 22, 2024

Sabrina Oldaker
Notary Public

My Commission Expires: January 22, 2024

Your Commissioner certifies that pursuant to the requirements of the Code of West Virginia, as amended, The County Commission appointed the 6th day of February, 2022, as the time and place for the presentation of claims against said estate and that it gave notice thereof to the creditors and beneficiaries of said estate by publication in the Clarksburg Exponent-Telegram on the 8th and 15th days of December, 2021, the time so fixed being according to law; and that no claims had been filed against the estate.

Your Commissioner certifies that the estate was referred to him as Fiduciary Commissioner, on the 28th day of October, 2021.

Your Commissioner certifies that the names of Teresa L. Wysor and Daniel J. DeMarino, Executrix and Executor of the Estate of JoAnn L. DeMarino, deceased, were included in a list of fiduciaries, whose accounts were before your Commissioner for settlement, and said list was published once a week for two successive weeks on the 8th and 15th days of December, 2021, in the Clarksburg Exponent-Telegram as required by law.

Whereupon your Commissioner proceeded to make up this report, in manner and form as prescribed by the Code of West Virginia, and the foregoing constitutes the findings of your Commissioner and the Report of Claims and First Settlement of the accounts of said fiduciaries; that the Report was held in his office for ten (10) days for the examination of any persons interested and the filing of exceptions, if any; that ten (10) days having elapsed since said notice was given, and no exceptions thereto having been filed, the same is respectfully offered for confirmation.

Given under my hand this the 20th day of October, 2022.

Norman T. Farley, Fiduciary Commissioner

United States of America

State of West Virginia County of Harrison, ss:

Annual Accounting Notice

This day TERESA L WYSOR AND DANIEL J DEMARINO reported to the Court an Annual Accounting fnr the estate of JOANN L DEMARINO, which Annual Accounting was filed in the office of the Clerk of the Harrison County Commission on and said estate was presented to this Court on the _____ day of __ _____ __ , _____, further it appearing to the Court that more than (10) days have lapsed since the date the report was filed with the Clerk of the Harrison County Commission and no objections being made thereto and no errors appearing upon the face thereof and none appearing to the Court and the Court being satisfied that all requirements of the statute in regard to such settlement have been complied with, same being deemed correct and ordered to be recorded and filed.

I, John R Spires, Clerk of the Harrison County Commission, do certify that the aforesaid Annual Accounting, was this day admitted to record therein.

Given under my hand on this the ____ _ day of _____ . ___, __ ____.

John R Spires
Clerk of the Harrison County Commission

SettlementNoticeHarrison

C-1

BINGAMON PUBLIC SERVICE DISTRICT
PO BOX 35, SHINNSTON, WV 26431
MICHAEL R SIEBER, CHAIRMAN EDWARD HILDRETH, JR, SECRETARY
BRAD FORTNEY, TREASURER

September 19th, 2022

The monthly meeting of the Bingamon Public Service District (BPSD) Board of Directors was held on September 19th, 2022, at the Bingamon Public Service District office trailer.

CALL TO ORDER: The meeting was called to order at 6:35 p.m. by Chairman Michael Sieber.

ROLL CALL: Board members present: Edward (Bud) Hildreth, Jr., Brad Fortney, and Michael Sieber. BPSD staff Plant Manager Rusty Kuhens, Office Manager, Teresa Basnett and Jason Basnett.

READING OF THE MINUTES - Minutes from the August15th, 2022, BPSD board meeting were distributed. Mr. Sieber called for any corrections or additions to the minutes. ***A motion was made by Michael Sieber, seconded by Brad Fortney, to accept the minutes as published. The motion carried unanimously.***

TREASURER'S REPORT – Board members reviewed the Treasurer's Report. The bank balance as of August 31th, 2022, was $89,072.95 Accounts receivable for the month totaled $ 8,727.77

- Current outstanding bills were reviewed. ***A motion was made by Michael Sieber and seconded by Brad Fortney, to pay the current bills. The motion was passed unanimously.***

OFFICE MANAGER'S REPORT - Mrs. Teresa Basnett, Office Manager

- City National Bank MMA earned $ 8.09 in interest and totals $82,382.16
- City National Bank Reserve Account earned $4.79 in interest and totals $48,025.17
- The Renewal/Replacement Acct. at BB&T earned $.10 in interest totals $11,395.31
- WesBanco day of meeting balance was $93,122.22
- 24 hour notices this month totaled 14. $1,100.15 was collected out of the $4,138.63. None were turned off for nonpayment. Nobody signed a payment agreement. Payments were received from 7 customers total. 7 made no payment at all.
- Mrs. Basnett said online payments were over $3,500 so far this month.
- Mrs. Basnett stated that the DHHR had paid $587.00 this month.

- Mrs. Basnett gave Rusty Kuhens and Michael Sieber their Visa Community credit cards. This card will be for the Plant Manager Rusty Kuhens to purchase gas, supplies etc.

- Mrs. Basnett mentioned that Bingamon PSD will be changing how they do business with Hardesty's Express. Beginning October 1st the guys must swipe the card, and sign for each purchase at Hardesty's. Hardesty's will keep all the receipts for that month and then mail them to the office.

- Mrs. Basnett mentioned that the auditor was at the office September 1st and 2nd. Mrs. Basnett felt the audit went smooth. The auditor said that he wasn't sure why the PSD hadn't received their copies of the last audit. It was completed March 2022.

PLANT OPERATOR'S REPORT - Mr. Rusty Kuhens, Plant Operator

- Mr Kuhens presented a contract from J-W Contracting to install our 3 Fire Hydrants. The contract was accepted by the board and signed ***by Michael Sieber***.

- Mr Kuhens stated that he would be taking his test October 6th for Chief Operator.

SAFETY COMMITTEE MEETING: Back to school driving tips.

OLD BUSINESS: None voiced
NEW BUSINESS: None voiced

NEXT MONTHLY BPSD BOARD MEETING – The next regularly scheduled BPSD board meeting will be held @ the office trailer on October 17th, 2022 @ 6:30 PM

ADJOURNMENT – The meeting was adjourned at 7:35 pm upon a ***motion by Brad Fortney, seconded by Michael Sieber, and carried unanimously.***

Michael Sieber, Chairman

Teresa Basnett, Office Manager

C-2.

EAST VIEW PUBLIC SERVICE DISTRICT

1655 PHILIPPI PIKE
CLARKSBURG, WV 26301
304-623-2502

The regular meeting of the East View Public Service District will be held on October 11,2022 at noon.
Those in attendance: Michael Blake, Thomas Bryant (via phone), Dawn Hogue, Laura Guzzi, Dave Layton and Clarence Eagle.

FINANCIAL:

WV Municipal Bond - $2838.
USDA Rural Development - -$1081
Clarksburg Water Board - $3879.02
Clarksburg Sanitary Board - $8192.24
Payroll - $4521.
Dominion Energy - $156.
Frontier - $138.36
Unifirst - $70.05
Reliance Labs - $350
Bennett and Dobbins - $500
The Town of Anmoore - $17
Mon Power - $104.04
Core and Main - $322.90
Federal Deposit - $788.02
WV State Deposit - $146.
Miss Utility - $10
Enterprise Sanitation - $36.74
USPS - $208.43
MISC - $844.84

NEW BUSINESS:

1. Major sewer leak at the end of Hanover Street near Jason Frazier's residence. We have contacted Joel Shuman regarding repair options. Joel Shuman is scheduled October 13,2022 to evaluate the situation.
2. Discussed air releases on Gambler Lane and Sunburst Drive as projects for the coming year 2023.

3. The City of Clarksburg has approved the Clarksburg Sanitary Board's request for a rate increase. As soon as the rate is reported to us, we will contact our accountant about how to proceed.
4. The Center's furnaces were not working, and we are having trouble finding a reasonable repairman that works on commercial furnaces.
5. Discussed installing a 3' extension on a sewer manhole on Hanover Street.

OLD BUSINESS:

1. Opened fire hydrants at different locations to relieve air from a leak on Broadway Ave.
2. Discussed the letter received by the City of Clarksburg proposed increase in Sewer Rates for the Clarksburg Sanitary Board for treatment of sewage.

C-3.

GREATER HARRISON COUNTY P.S.D.

"Meeting held in Town of West Milford Council Chambers"

Agenda
October 20, 2022
9:00 am

Appointments
9:00 am – Call to order

ACTION ITEMS

1. Approve/Edit Previous Minutes
2. Public Comment Period
3. P&B Services, LLC
   - 3.1 Package Plant Report
   - 3.2 Sewer Plant Report
4. Bennett and Dobbins, PLLC
   - 4.1. Drawdowns – Review, discuss and act
5. Ruth Ann Messenger – Treasurer – Review, discuss and act
   - 5.1 Sewer Check Register and debit card transactions
   - 5.2 Water Check Register
6. The Thrasher Group, Inc.
   - 6.1 Sewer
     - 6.1.a. Phase II – Review, discuss and act
       - Project Update
     - 6.1.b. Enterprise – Review, discuss and act
       - Project Update
     - 6.1.c. Sludge – Review, discuss and act
       - Project update
       - Bid acceptance
     - 6.1.d. Quiet Dell – Review, discuss and act
       - Project Update
     - 6.1.e. Woodstock Heights Sanitary Sewer Extension Project- Review, discuss and act
       - Project Update
     - 6.1.f. 10-year Plan- Review, discuss and act
       - General Discussion
     - 6.1.g. River Crossings – Review, discuss and act
       - General Discussion
   - 6.2 Water
     - 6.2.a. Steven's Run – Review, discuss and act
       - Construction Update
       - Substantial Completion
     - 6.2.b. Overall Water Project – Review, discuss and act
       - Project Discussion

6.2.c. Locust Heights – Review, discuss and act
- Project Discussion

6.2.d. 10-year Plan – Review, discuss and act
- General Discussion

7. Bill Hoover – General Manager
   - 7.1 Water
     - 7.1.a. Water Loss Report
     - 7.1.b. Water Leak Report
     - 7.1.c. General Updates
   - 7.2 Sewer
     - 7.2.a. General Updates
   - 7.3 Good of the District
     - 7.3.a. General Update
8. Sam Harold – Mountain State Law
   - 8.1 Available for general consult
9. Executive Session

Adjournment of meeting

"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).

C-4

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
09/01/2022 - 09/30/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	179,183.53	207,153.33	(27,969.80)	97.44%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	33.81	38.33	(4.52)	0.02%
MISCELLANEOUS/RECONNECT FEES	3,780.71	111.67	3,669.04	2.06%
QUIET DELL LEASE	500.00	500.00	-	0.27%
TAP FEES	400.00	487.50	(87.50)	0.22%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	183,898.05	208,290.83	(24,392.78)	
EXPENSES				
ACCT, BILLING, & COLLECTING	5,161.95	6,147.50	(985.55)	2.72%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
TOWN OF WORTHINGTON	-	-	-	0.00%
CHEMICALS	145.00	222.50	(77.50)	0.08%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	24,610.85	27,929.33	(3,318.48)	12.98%
DIRECTORS FEES	441.23	489.58	(48.35)	0.23%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	7,422.41	6,176.25	1,246.16	3.91%
LAB SERVICE	484.71	953.33	(468.62)	0.26%
LABOR	33,592.83	31,048.58	2,544.25	17.72%
MAINTENANCE	14,184.62	14,513.33	(328.71)	7.48%
MISCELLANEOUS EXPENSE	-	841.67	(841.67)	0.00%
OFFICE SUPPLIES & EXPENSE	-	256.67	(256.67)	0.00%
OUTSIDE SERVICES/CONTRACT LABOR	4,380.35	5,728.33	(1,347.98)	2.31%
POWER PURCHASED	3,193.91	4,091.67	(897.76)	1.68%
PROPERTY/LIABILITY & INJURIES INSURANCE	241.02	2,057.50	(1,816.48)	0.13%
REGULATORY COMMISSION	-	875.00	(875.00)	0.00%
RENEWAL & REPLACEMENT	9,122.82	5,194.17	3,928.65	4.81%
RENT EXPENSE	2,500.00	2,500.00	-	1.32%
TAXES	2,905.78	2,412.67	493.11	1.53%
TRANSPORTATION	4,090.25	4,394.17	(303.92)	2.16%
UTILITIES	548.15	824.17	(276.02)	0.29%
WATER PURCHASED	76,579.23	85,862.58	(9,283.35)	40.39%
TOTAL EXPENSES	189,605.11	202,519.00	(12,913.89)	
NET SURPLUS (DEFICIT)	(5,707.06)	5,771.83	(11,478.89)	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
09/01/2022 - 09/30/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	219,327.68	229,330.00	(10,002.32)	88.16%
FACILITIES CHARGE	2,500.00	2,500.00	-	1.00%
INTEREST INCOME	72.44	64.17	8.27	0.03%
MISCELLANEOUS/RECONNECT FEES	-	-	-	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	800.00	1,850.00	(1,050.00)	0.32%
UNUSUAL CHARGE	26,087.85	17,990.00	8,097.85	10.49%
TOTAL INCOME	248,787.97	251,734.17	(2,946.20)	
EXPENSES				
ACCT, BILLING, & COLLECTING	3,900.68	1,459.92	2,440.76	1.50%
BRIDGEPORT SANITARY BOARD	9,709.42	6,030.83	3,678.59	3.74%
TOWN OF WORTHINGTON	-	12,500.00	(12,500.00)	0.00%
CHEMICALS	-	457.50	(457.50)	0.00%
CLARKSBURG SANITARY BOARD	1,822.40	2,378.33	(555.93)	0.70%
DEBT SERVICE	112,379.86	112,119.92	259.94	43.34%
DIRECTORS FEES	358.77	293.75	65.02	0.14%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	6,035.34	8,179.67	(2,144.33)	2.33%
LAB SERVICE	445.22	594.17	(148.95)	0.17%
LABOR	35,651.51	22,163.42	13,488.09	13.75%
MAINTENANCE	24,366.91	15,617.08	8,749.83	9.40%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	1,361.51	1,358.33	3.18	0.53%
OUTSIDE SERVICES/CONTRACT LABOR	15,400.48	16,211.67	(811.19)	5.94%
POWER PURCHASED	15,114.32	15,188.25	(73.93)	5.83%
PROPERTY/LIABILITY & INJURIES INSURANCE	195.98	1,454.50	(1,258.52)	0.08%
REGULATORY COMMISSION	-	1,351.42	(1,351.42)	0.00%
RENEWAL & REPLACEMENT	25,273.00	12,540.17	12,732.83	9.75%
RENT EXPENSE	-	-	-	0.00%
TAXES	2,095.49	1,937.08	158.41	0.81%
TRANSPORTATION	3,325.86	2,951.75	374.11	1.28%
UTILITIES	1,854.37	1,176.67	677.70	0.72%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	259,291.12	235,964.42	23,326.70	
NET SURPLUS (DEFICIT)	(10,503.15)	15,769.75	(26,272.90)	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
09/01/2022 - 09/30/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	398,511.21	436,483.33	(37,972.12)	92.10%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.58%
INTEREST INCOME	106.25	102.50	3.75	0.02%
MISCELLANEOUS/RECONNECT FEES	3,780.71	111.67	3,669.04	0.87%
QUIET DELL LEASE	500.00	500.00	-	0.12%
TAP FEES	1,200.00	2,337.50	(1,137.50)	0.28%
UNUSUAL CHARGE	26,087.85	17,990.00	8,097.85	6.03%
TOTAL INCOME	432,686.02	460,025.00	(27,338.98)	
EXPENSES				
ACCT, BILLING, & COLLECTING	9,062.63	7,607.42	1,455.21	2.02%
BRIDGEPORT SANITARY BOARD	9,709.42	6,030.83	3,678.59	2.16%
TOWN OF WORTHINGTON	-	12,500.00	(12,500.00)	0.00%
CHEMICALS	145.00	680.00	(535.00)	0.03%
CLARKSBURG SANITARY BOARD	1,822.40	2,378.33	(555.93)	0.41%
DEBT SERVICE	136,990.71	140,049.25	(3,058.54)	30.52%
DIRECTORS FEES	800.00	783.33	16.67	0.18%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	13,457.75	14,355.92	(898.17)	3.00%
LAB SERVICE	929.93	1,547.50	(617.57)	0.21%
LABOR	69,244.34	53,212.00	16,032.34	15.43%
MAINTENANCE	38,551.53	30,130.42	8,421.11	8.59%
MISCELLANEOUS EXPENSE	-	841.67	(841.67)	0.00%
OFFICE SUPPLIES & EXPENSE	1,361.51	1,615.00	(253.49)	0.30%
OUTSIDE SERVICES/CONTRACT LABOR	19,780.83	21,940.00	(2,159.17)	4.41%
POWER PURCHASED	18,308.23	19,279.92	(971.69)	4.08%
PROPERTY/LIABILITY & INJURIES INSURANCE	437.00	3,512.00	(3,075.00)	0.10%
REGULATORY COMMISSION	-	2,226.42	(2,226.42)	0.00%
RENEWAL & REPLACEMENT	34,395.82	17,734.33	16,661.49	7.66%
RENT EXPENSE	2,500.00	2,500.00	-	0.56%
TAXES	5,001.27	4,349.75	651.52	1.11%
TRANSPORTATION	7,416.11	7,345.92	70.19	1.65%
UTILITIES	2,402.52	2,000.83	401.69	0.54%
WATER PURCHASED	76,579.23	85,862.58	(9,283.35)	17.06%
TOTAL EXPENSES	448,896.23	438,483.42	10,412.81	
NET SURPLUS (DEFICIT)	(16,210.21)	21,541.58	(37,751.79)	

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2022 - 09/30/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	560,530.36	621,460.00	(60,929.64)	96.98%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	101.76	115.00	(13.24)	0.02%
MISCELLANEOUS/RECONNECT FEES	12,680.39	335.00	12,345.39	2.19%
QUIET DELL LEASE	1,000.00	1,500.00	(500.00)	0.17%
TAP FEES	3,700.00	1,462.50	2,237.50	0.64%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	578,012.51	624,872.50	(46,859.99)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	15,594.99	18,442.50	(2,847.51)	2.82%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
TOWN OF WORTHINGTON	-	-	-	0.00%
CHEMICALS	1,174.51	667.50	507.01	0.21%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	73,832.55	83,788.00	(9,955.45)	13.34%
DIRECTORS FEES	1,323.34	1,468.75	(145.41)	0.24%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	20,581.18	18,528.75	2,052.43	3.72%
LAB SERVICE	2,331.42	2,860.00	(528.58)	0.42%
LABOR	93,755.01	93,145.75	609.26	16.94%
MAINTENANCE	35,881.09	43,540.00	(7,658.91)	6.48%
MISCELLANEOUS EXPENSE	-	2,525.00	(2,525.00)	0.00%
OFFICE SUPPLIES & EXPENSE	259.80	770.00	(510.20)	0.05%
OUTSIDE SERVICES/CONTRACT LABOR	12,534.60	17,185.00	(4,650.40)	2.26%
POWER PURCHASED	9,333.27	12,275.00	(2,941.73)	1.69%
PROPERTY/LIABILITY & INJURIES INSURANCE	12,256.50	6,172.50	6,084.00	2.21%
REGULATORY COMMISSION	7,619.29	2,625.00	4,994.29	1.38%
RENEWAL & REPLACEMENT	9,122.82	15,582.50	(6,459.68)	1.65%
RENT EXPENSE	7,500.00	7,500.00	-	1.36%
TAXES	8,109.81	7,238.00	871.81	1.47%
TRANSPORTATION	11,878.88	13,182.50	(1,303.62)	2.15%
UTILITIES	1,335.47	2,472.50	(1,137.03)	0.24%
WATER PURCHASED	229,016.54	257,587.75	(28,571.21)	41.38%
TOTAL EXPENSES	553,441.07	607,557.00	(54,115.93)	100.00%
NET SURPLUS (DEFICIT)	24,571.44	17,315.50	7,255.94	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2022 -09/30/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	685,695.30	687,990.00	(2,294.70)	88.23%
FACILITIES CHARGE	7,500.00	7,500.00	-	0.97%
INTEREST INCOME	221.96	192.50	29.46	0.03%
MISCELLANEOUS/RECONNECT FEES	100.00	-	100.00	0.01%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	2,500.00	5,550.00	(3,050.00)	0.32%
UNUSUAL CHARGE	81,125.25	53,970.00	27,155.25	10.44%
TOTAL INCOME	777,142.51	755,202.50	21,940.01	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	6,653.27	4,379.75	2,273.52	0.98%
BRIDGEPORT SANITARY BOARD	16,528.30	18,092.50	(1,564.20)	2.42%
TOWN OF WORTHINGTON	-	37,500.00	(37,500.00)	0.00%
CHEMICALS	4,367.00	1,372.50	2,994.50	0.64%
CLARKSBURG SANITARY BOARD	5,096.60	7,135.00	(2,038.40)	0.75%
DEBT SERVICE	337,139.58	336,359.75	779.83	49.44%
DIRECTORS FEES	1,676.66	881.25	795.41	0.25%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	16,744.63	24,539.00	(7,794.37)	2.46%
LAB SERVICE	1,312.94	1,782.50	(469.56)	0.19%
LABOR	68,403.34	66,490.25	1,913.09	10.03%
MAINTENANCE	56,713.51	46,851.25	9,862.26	8.32%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	3,938.48	4,075.00	(136.52)	0.58%
OUTSIDE SERVICES/CONTRACT LABOR	43,342.44	48,635.00	(5,292.56)	6.36%
POWER PURCHASED	42,138.03	45,564.75	(3,426.72)	6.18%
PROPERTY/LIABILITY & INJURIES INSURANCE	9,975.00	4,363.50	5,611.50	1.46%
REGULATORY COMMISSION	6,066.39	4,054.25	2,012.14	0.89%
RENEWAL & REPLACEMENT	45,548.00	37,620.50	7,927.50	6.68%
RENT EXPENSE	-	-	-	0.00%
TAXES	3,691.50	5,811.25	(2,119.75)	0.54%
TRANSPORTATION	9,826.71	8,855.25	971.46	1.44%
UTILITIES	2,782.75	3,530.00	(747.25)	0.41%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	681,945.13	707,893.25	(25,948.12)	100.00%
NET SURPLUS (DEFICIT)	95,197.38	47,309.25	47,888.13	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
07/01/2022 -09/30/2022

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	1,246,225.66	1,309,450.00	(63,224.34)	91.96%
FACILITIES CHARGE	7,500.00	7,500.00	-	0.55%
INTEREST INCOME	323.72	307.50	16.22	0.02%
MISCELLANEOUS/RECONNECT FEES	12,780.39	335.00	12,445.39	0.94%
QUIET DELL LEASE	1,000.00	1,500.00	(500.00)	0.07%
TAP FEES	6,200.00	7,012.50	(812.50)	0.46%
UNUSUAL CHARGE	81,125.25	53,970.00	27,155.25	5.99%
TOTAL INCOME	1,355,155.02	1,380,075.00	(24,919.98)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	22,248.26	22,822.25	(573.99)	1.80%
BRIDGEPORT SANITARY BOARD	16,528.30	18,092.50	(1,564.20)	1.34%
TOWN OF WORTHINGTON	-	37,500.00	(37,500.00)	0.00%
CHEMICALS	5,541.51	2,040.00	3,501.51	0.45%
CLARKSBURG SANITARY BOARD	5,096.60	7,135.00	(2,038.40)	0.41%
DEBT SERVICE	410,972.13	420,147.75	(9,175.62)	33.27%
DIRECTORS FEES	3,000.00	2,350.00	650.00	0.24%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	37,325.81	43,067.75	(5,741.94)	3.02%
LAB SERVICE	3,644.36	4,642.50	(998.14)	0.29%
LABOR	162,158.35	159,636.00	2,522.35	13.13%
MAINTENANCE	92,594.60	90,391.25	2,203.35	7.50%
MISCELLANEOUS EXPENSE	-	2,525.00	(2,525.00)	0.00%
OFFICE SUPPLIES & EXPENSE	4,198.28	4,845.00	(646.72)	0.34%
OUTSIDE SERVICES/CONTRACT LABOR	55,877.04	65,820.00	(9,942.96)	4.52%
POWER PURCHASED	51,471.30	57,839.75	(6,368.45)	4.17%
PROPERTY/LIABILITY & INJURIES INSURANCE	22,231.50	10,536.00	11,695.50	1.80%
REGULATORY COMMISSION	13,685.68	6,679.25	7,006.43	1.11%
RENEWAL & REPLACEMENT	54,670.82	53,203.00	1,467.82	4.43%
RENT EXPENSE	7,500.00	7,500.00	-	0.61%
TAXES	11,801.31	13,049.25	(1,247.94)	0.96%
TRANSPORTATION	21,705.59	22,037.75	(332.16)	1.76%
UTILITIES	4,118.22	6,002.50	(1,884.28)	0.33%
WATER PURCHASED	229,016.54	257,587.75	(28,571.21)	18.54%
TOTAL EXPENSES	1,235,386.20	1,315,450.25	(80,064.05)	100.00%
NET SURPLUS (DEFICIT)	119,768.82	64,624.75	55,144.07	

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

OPERATING ACTIVITIES		
Net Income (Loss)	$	(5,707.06)
Adjustments to reconcile Net Income		
to net cash provided by operations:		
Accounts Receivable	$	(6,147.27)
Accounts Payable	$	(2,390.44)
Customer Deposits	$	1,336.12
Due (From) To Sewer Fund	$	(39,930.99)
Net cash provided by Operating Activities	$	(52,839.64)
INVESTING ACTIVITIES		
Fixed Assets Projects	$	(1,500.00)
	$	-
Net cash provided by Investing Activities	$	(1,500.00)
FINANCING ACTIVITIES		
5.5 Agreement	$	-
Grants	$	32,750.00
Net cash provided by Financing Activities	$	32,750.00
Net cash increase (decrease)for period	$	(21,589.64)
Cash at beginning of period	$	1,173,254.01
Cash at end of period	**$**	**1,151,664.37**
Unrestricted Cash	$	605,684.19
Restricted Cash		
Depreciation Reserve	$	356,499.74
Bond Commission Sweep	$	26,503.00
Construction	$	45.00
ARPA	$	32,850.00
SB 234	$	55,000.00
Customer Deposits	$	75,082.44
Total Restricted Cash	$	545,980.18
Total Unrestricted & Restricted Cash	**$**	**1,151,664.37**
	$	-

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

OPERATING ACTIVITIES		
Net Income (Loss)	$	(10,503.15)
Adjustments to reconcile Net Income		
to net cash provided by operations:		
Accounts Payable	$	3,650.96
Customer Deposits	$	2,168.68
Payroll Liabilities	$	19,988.35
Due (From) To Water Fund	$	39,930.99
Net cash provided by Operating Activities	$	55,235.83
INVESTING ACTIVITIES		
1450 · WORK IN PROGRESS:Row's & Land	$	(1,565.50)
Fixed Assets Project	$	(508,031.48)
Net cash provided by Investing Activities	$	(509,596.98)
FINANCING ACTIVITIES		
	$	-
Sinking Fund Transfers	$	-
Draw on Bond & Grants	$	572,018.00
Net cash provided by Financing Activities	$	572,018.00
Net cash increase (decrease) for period	$	117,656.85
Cash at beginning of period	$	2,201,971.06
Cash at end of period	**$**	**2,319,627.91**
Unrestricted Cash	$	1,031,582.05
Restricted Cash		
Construction Account	$	1,686.10
Depreciation Reserve	$	945,208.22
Rural Development Reserve	$	25,284.04
Bond Commission Sweep	$	74,148.48
ARPA	$	64,087.00
SB 234	$	55,000.00
Customer Deposits	$	122,632.02
Total Restricted Cash	$	1,288,045.86
Total Unrestricted & Restricted Cash	**$**	**2,319,627.91**
	$	-

C-5

Greater Harrison County
Public Service District

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At the regular meeting of Greater Harrison County PSD held on Thursday September 15, 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, Logan Alastanos, Kylea Radcliff of Thrasher Engineering, Michael Crimm.

1. Minutes and/or Amended Minutes of Previous Meeting: Michael moved to approve as presented. Board concurred.
2. Public Comment Period: None present
3. Patrick Lesmann – P&B Services
   General update – All package plants are operating well. No excursions on DMR's from last month.
4. Zack Dobbins – Bennett and Dobbins
   4.1. Drawdowns
   - Drawdown #25 for Enterprise Project. Scudere moved to approve. Board concurred.
5. Finance Report provided by Ruth Ann Messenger
   - Leonard moved to approve financial transactions. Board concurred. Dobbins described some larger expenses attributed to EOnes.
6. Thrasher Engineering
   6.1 Sewer
   6.1.a Phase II
   - Working with Zack to get final numbers on what we have left in; Specifically, sludge press. Pro Contracting 11- month inspection 2 months ago and all issues have been addressed. There are restoration complaints on Rt. 73.

   6.1.b Enterprise Project
   - Substantial completion took place yesterday with a few areas that need addressed. The certificate of completion is available. Scudere moved to approve Substantial completion. Board concurred.
   - Change order #6 – new house required EOne duplex station. Zack provided updates on funds left. Leonard moved to approve Change order #6. Board concurred.

   6.1.c Sludge Removal Project
   - We are out to bid, a mandatory Prebid will be next Tuesday. We will open bids on October 5th.

   6.1.d Quiet Dell
   - The infrastructure council has approved application. Next is submission to DEP. Planning applications are in process.
   - Engineering Amendment #1 and approval was recommended by Sam Harrold. Michael moved to approve. Board concurred.

   6.1.e Woodstock Heights Sanitary Sewer Extension Project
   - We are waiting on the sludge analysis. A public meeting will have to be held and advertised.

   6.1.f 10-year plan Sewer
   - Prepared the pay application to county for new screens for West Milford plant and they were approved yesterday.

   6.1.g River Crossings
   - Waiting to see if gets congressional earmark.

6.2.a Steven's Run

- Contractor started part two last week. There will still be restoration on first part.

6.2.b Overall Water Project

- We are in the beginning stages of design. Have to nail down where to put Good Hope tank.

6.2.c Locust Heights

- The County approved the cost of Booster station. Payment will be issued to the district.

6.2.d 10-year plan Water

- New areas can be added to plan.

7. Bill Hoover – General Manager presented by Matt Evans

7.1 Water

7.1.a . Water loss overall 21%.

7.1.b. VGH had 3 service line leaks, LCMC had 1 main line leak and 4 service lines. Coon's Run is tightened up.

7.1.c. Difficult to get parts of meters right now. Locust Heights should start up soon.

7.2. Sewer

7.2.a. General Update - Had to order more pumps, very costly. Manhole by fire department finally arrived. We have had several complaints, one from Lakeland Terrace for ground water which has gone to the PSC.

7.3 Good of the District

7.3.a. General Update

7.3.b. Potential Board Member Andrew Kisamore. He has Shinnston water and sewer so not being in the district he cannot be considered.

7.3.c. Sale of property along West Fork River. Advised that we would probably have to go out for bid for this small triangle. Buyer agreed to have surveyed. Board agreed due to potential problems associated with location the sale is not desired.

8. Sam Harrold – Mountain State Law provided by Mike Crimm

8.1 Suggested Executive Session

9. Executive Session

- Michael moved to go into Executive Session. Board concurred.
- Michael moved to go out of Executive Session and back into regular session. Board concurred.
- Michael added that no decisions were made in executive session

Leonard moved to adjourn meeting. Board concurred.

Meeting adjourned

Chairman_____
James Scudere

Treasurer Ruth Ann Messenger
Ruth Ann Messenger

Secretary
Mark Leonard

Member Thomas Michael
Thomas Michael

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