Thursday October 6, 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. --- Proclamation --- 4-H --- Samantha Williams & Beth Skidmore
9:10 A.M. --- Funding Request --- VFW Post #573

NEW BUSINES5 – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A. Tyler Gordon --- FMLA in Accordance with the Harrison County Sheriff Office FMLA Policy**
4. **Minutes and /or Amended Minutes of Previous Meeting:**
   - **A. Regular Meeting Minutes --- 09-14-2022**
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A. Vendor Requisition List of Payments**
6. **Exonerations --- Corrective Tickets --- Joint Property Application: (NONE)**
7. **Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & 5eries 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements:**
   - **A. Requisition for Payment No. 58 --- $6,010.75**
   - **B. Requisition for Payment No. (10/06/22) --- $15,906.08**
   - **C. Requisition for Payment No. 16 --- MuniCap, Inc. $100.00**
8. **Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed**

from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission: (NONE)

9. Review – Discuss - Consider City of Bridgeport ARPA funds project approval. Project name Lift Station #6 Upgrade, Force Main Upgrade and WWTP Headworks
10. Review - Discuss – Consider ARPA funding from Harrison County Commission for Town of Nutter Fort $103,704.00
11. Review – Discuss – Consider James Griffin --- Reappointment to Central WV Transit Authority--- Term 10-01-2022 to 09-30-2025
12. Review – Discuss – Consider Order Approving Fiduciary Commissioner's Fee --- Estate of Robbie Annabelle Kooken
13. Review – Discuss – Consider approval of an Agreement among the County Commission, Genesis Partners and the WV Department of Transportation which provides for improvements to interstate 79 and WV Route 279 to facilitate development activities at Charles Pointe, North Central West Virginia Airport and surrounds and authorizing the President of the Commission to execute and deliver the Agreement
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. 09-14-2022 thru 09-20-2022
   2. 09-21-2022 thru 09-27-2022
B. Monthly Fiduciary Commission Settlements:
   1. Robert Edgell Freshour, Jr., Deceased
   2. Patty Lou Matheny, Deceased
   3. Michael Robert Curry, Deceased
C. Monthly Minutes/Financial Information from Various Boards, Committees and Public Service:
   1. East View PSD --- Regular Meeting Minutes
   2. Enlarged Hepzibah PSD --- 10-10-2022 Meeting Cancelled --- Rescheduled 10-06-2022
   3. Enlarged Hepzibah --- Regular Meeting Agenda 10-06-2022

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).

31077

9:10 AM

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

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

Date of Request: 9-28-2022

Organization Name: Meuse-Argonne Post 573 VFW

Name & Title of Requestor: Joshua Cunningham Commander

Mailing Address of Organization and Responsible Person:
4300 Pine St, Clarksburg, WV 26301 Joshua Cunningham
If approved, this is where the check will be sent

Telephone: 304-622-3591 Fax: None E-mail: vfw573@msn.com

FEIN# 55-0232273 Is your organization an IRS 501(c) 3 not-for-profit? Yes
If yes, attach IRS Status Letter
If no, please explain:

TOTAL Cost of Project/Activity: $ 5,000.00

Dollar Amount REQUESTED - Grant: $ 3,500.00 Loan: $

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

Have you previously received funds from the Harrison County Commission: (Y) N
If Yes, how much? If funded multi years - list by fiscal year?
When: 2019 ;how much: $
When: 2018 ;how much: $

Purpose of request (one sentence): Veteran's Day Parade

If for a fair/festival/event, give dates and location: Date: 11-11-2022 Location: Downtown

Describe the proposed activities with dollar amounts to be funded by this request:
Free food after parade

Are your financial statements audited by an outside accounting firm? (●) Y ( ) N
If Yes, by whom: Mark Kiger, CPA

Do you plan to recognize the Harrison County Commission's contribution? If Yes, how? As always, your name will appear in our program; local recognition; A prominent position in our parade.

Smith Dunn

HARRISON COUNTY COMMISSION **SPECIAL FUNDING REQUEST**

(Name of Applicant) VFW Post 573 agrees that in the event of any embezzlement, theft or misappropriation of funds or property of any kind or nature or in the event of any alleged embezzlement theft or misappropriation of funds or property of any kind or nature from (Name of Applicant) VFW Post 573, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) VFW Post 573 shall immediately report said incident(s) to the proper police agency having jurisdiction over such matters and, further, shall immediately report said incident(s) along with a writing describing said incident(s) have been reported to the police agency having jurisdiction, to the Harrison County Commission. Further, that (Name of Applicant) VFW Post 573 agrees to fully cooperate with the police and the Prosecuting Attorney's Office toward the successful prosecution of such activity.

Please attach to this Request the following:

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

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

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

Signature and Title of Applicant _____ **Date** 9-28-2022

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: _____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

_____

Approval Signature Date

3-A

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
10/20/2022		| | | - | | - | | | |
NAME Tyler Gordon		ADDRESS
PHONE	CITY/STATE/ZIP	DEPARTMENT 700 / SHIFT

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

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

TYPE OF LEAVE _____

X ☐ OTHER (Explain) FMLA - 10 weeks Starting around 10/20/2022

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE
HUMAN RESOURCES MANAGER	DATE 9/21/2022

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4-A

At the regular meeting of the County Commission of Harrison County held on Wednesday, September 14, 2022, Commissioners Susan J. Thomas, David Hinkle and Patsy Trecost II were present. Also present were John Spires, County Clerk, and Laura Pysz-Laulis, County Administrator. Commissioner Thomas opened the meeting and led those present in prayer. Thomas led in the Pledge of Allegiance to the Flag. All motions passed unanimously unless otherwise noted.

Appointments:

9:00 A.M. --- Call to Order --- Invocation --- Pledge of Allegiance

9:05 A.M. --- Proclamation --- Eddie Davisson – Susan Thomas read a proclamation declaring Saturday, September 17, 2022 as Eddie Davisson Day.

9:10 A.M. --- Public Nuisance --- Cindy Adams --- Enterprise – Charlotte Shaffer, Planning Director, gave an overview of the complaint. Cindy Adams stated she would need an additional month to do further clean-up. Trecost made a motion to extend Ms. Adams 40 more days to clean up. Motion carried.

9:15 A.M. --- Public Nuisance --- Anthony Butcher --- Enterprise – Charlotte Shaffer stated they could not be present due to COVID. Trecost made a motion to table and carry over to next meeting if needed. Motion carried.

9:20 A.M. --- Funding Request --- Harrison County Livestock Association --- Fred O. Law – Fred Law, Secretary of the Harrison County Livestock Association, spoke about the funding request for September 24th annual show and sale. Trecost made a motion to approve $1,500.00. Motion carried.

NEW BUSINESS – Action Items for Consideration or Approval:

1. Public Comment Period - None
2. Consent Agenda – Trecost made a motion to approve. Motion carried.
3. Payroll Change Notices: Trecost made a motion to approve. Motion carried.
    A. Ceilidh McIntire --- New Hire --- Effective 09-14-2022 --- Tax Division
    B. Amy Bowen --- Resignation --- Effective 09-02-2022 --- Assessor

C. Andrea Derossett --- Discharged --- Effective 09-02-2022 --- Assessor
D. Courtney Spear – Resignation --- Effective 09-23-2022 ---E911

4. Minutes and /or Amended Minutes of Previous Meeting: (NONE)
5. Requisitions --- Purchase Orders --- Invoices – Trecost made a motion to approve 5A. Motion carried.
   A. Vendor Requisition List of Payments
6. Exonerations --- Corrective Tickets --- Joint Property Application: Trecost made a motion to approve 6A& B. Motion carried.
   A. Exonerations --- See Exhibit A
   B. Corrective Tickets --- See Exhibit B
7. Consideration of approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements: Trecost a motion to approve A,B,&C. Motion carried.
   A. Requisition for Payment No. 56 --- MuniCap, Inc. $1562.50
   B. Requisition for Payment No. 15 --- MuniCap, Inc. $100.00
   C. Requisition for Payment No. (09/14/22) $5,161.33
8. Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission: (NONE)
9. Review – Discuss – Consider Requests from Greater Harrison for ARPA Fund Disbursements: Trecost made a motion to approve A & B. Hinkle asked if everything had been presented that needed to be. Laura Pysz—Laulis, County Administrator, confirmed everything had been. Motion carried.
   A. Locust Heights Booster Pump Station $32,750
   B. Bar Screen Replacement $63,987
10. Review – Discuss – Consider Confirmation of Report of Fiduciary Commissioner – Regarding Objections Files to Settlement of Estate of Robbie Annabelle Kooken – Trecost made a motion to approve the confirmation report from the fiduciary. Motion carried.
11. Review – Discuss – Consider Time & Date for Trick or Treat – Laura Pysz-Laulis, County Administrator, suggested the time and date for Trick or Treat be October 31, 2022 from 6:00 pm to 7:30 pm. Trecost made a motion to approve date and time. Motion carried.
12. Review – Discuss – Make Part of Record West Virginia Economic Development Authority Loan Funding Program – Trecost made a motion to make part of the record. Motion carried.
13. Review – Discuss – Make Part of Record Petition of Citizens of Haywood, WV in Opposition of being Annexed or Incorporated by Any Town – Trecost made a motion to make part of the record. Laura Pysz-Laulis, County Administrator, stated she is not aware of anyone wanting to annex Haywood or incorporate Haywood. Hinkle asked to see the petition.

Hinkle stated he has been advised by members of the Haywood community that the City of Shinnston has expressed interest in annexing. Trecost stated he has not heard anything. Hinkle asked if there was any action that needed to be taken at this time. Motion carried.

14. Review- Discuss – Consider and approve agreement with Clarksburg parks commission for ice rink, pickle ball courts and pavilion – Laura Pysz-Laulis, County Administrator, stated they are doing a feasibility study and there is currently not an agreement. Hinkle would like the county to come up some type of cost and agreement. Thomas stated she is not comfortable committing money until the feasibility costs come in. Trecost made a motion to table. Trecost and Thomas voted yes. Hinkle voted no. Motion carried.
15. Reviews - Discuss – Consider project cost ice rink pickle ball courts Picnic pavilion county's share - Hinkle made a motion to only allocate $200,000.00 per year to the project. Trecost made a motion to table until we have numbers from present projects. On Trecost's motion, Thomas and Trecost voted yes. Hinkle voted no. Motion carried. On Hinkle's motion, Hinkle voted yes, Thomas and Trecost voted no. Motion failed.
16. Review – Discuss - Consider private rail trail property and any agreements – Laura Pysz-Laulis, County Administrator, stated she is negotiating with CSX. Thrasher is negotiating with another private entity, so hopefully an agreement can be executed in the future. Chad Biller, from Thrasher Engineering, gave an update on their work. Hinkle would like to see a list of private properties involved and the cost associated with each one.
17. Review – Discuss - Consider and approve reimbursement from Harrison county parks Commission – Thomas stated she wasn't signing anything or voting on anything until an agreement is in place. Hinkle would like to see reimbursement written into the agreement. Hinkle would like to schedule a time for the three commissioners to discuss the agreement.
18. Review – Discuss - Consider bids and contractor and approve new animal control building at existing location – Thomas stated she is not ready to move on for any new project until the current projects get moving along. Hinkle made a motion to go out for bids. Trecost and Hinkle voted yes. Thomas voted no. Motion passed. Laura Pysz-Laulis, County Administrator, stated she felt it was premature to go out for bids because there are still things developing with the project.
19. Review – Discuss - Consider Award the contract to design and build agriculture center show barn (possible Locations Shinnston, Lost Creek, Salem, Spelter, West Milford, Gore) *Current location is the 279 property – Hinkle would like to see a design for the agriculture building. Hinkle made a motion to go out for design for the agriculture center. Thomas and Trecost voted no. Hinkle voted yes. Motion failed.
20. Review – Discuss – Consider Awarding Regional Farm Recreation Facility Feasibility/Site Use and/or Disposition Study Bid (one bid received opened on 8/31/22 meeting) – Trecost made a motion to award the bid to Thrasher Engineering for a feasibility study. Motion carried.
    A. Thrasher Engineering
21. Review – Discuss - Consider and approve parking lots adjacent to the Courthouse (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). Previously Tabled item: Potential Purchase of Parking Lots Adjacent to Courthouse (8/3/22) – Trecost made a motion not to go into Executive Session. Hinkle made a motion to have staff send a letter to the owners of the property stating that we are not interested in purchasing the parking lots at the proposed price. Motion carried.

22. Review – Discuss – Consider negotiations with railroad and approve (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) – Hinkle stated to table till next meeting.
23. Review – Discuss -Consider and approve expenses for rail trail for the balance of fiscal Year – Laura Pysz-Laulis, County Administrator stating they have spent $10,119.00 of their $150,000.00 budget. Pysz-Laulis stated that they can't approve any future expenses at this time. Hinkle asked for a rough estimate for expenses for the remainder of the year for the rail trail. Thrasher discussed work being done on the bridge, the Clarksburg to Spelter trail, and the P2P project from Parkersburg to Pittsburgh.
24. Report from Farmland preservation. Charlotte Shaffer, Planning Director, gave an update on farms, appraisals and floodplain maps. Hinkle asked what could be done to speed the process up. Shaffer stated the appraisal is the hold up.
25. Review - Discuss – Consider and approve Report from planning on demolition of homes. State purchase. Expected expense – Charlotte Shaffer, Planning Commission Director, stated she purchased six properties at $50 apiece. Shaffer stated they recommend an attorney proceed with the rest of the process.
26. Review - Discuss – Consider and approve any issues with GSA building. (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) Attorney – Client Privilege – Hinkle made a motion to enter into Executive Session. Trecost and Thomas voted no. Hinkle voted yes. Motion failed. Hinkle asked for an update on issues with the building.
27. Review – Discuss Consider and approve hiring a company to look at jail annex. Cost to fix versus Imploding – Trecost stated the property can't be imploded due to the jail. Trecost stated it has been brought up before about fixing. Thomas stated she does not feel the building is unsafe and that it is structurally sound.

Commissioner Trecost had another appointment and had to excuse himself at 10:33 a.m.

Hinkle made a motion to table 28-34 until all commissioners can be present. Hinkle voted for. Thomas voted against.

28. Review - Discuss – Consider and approve hiring a full time attorney for HR issues, planning and contracts - Hinkle made a motion to go out to bid to hire in-house counsel for HR issues. Hinkle voted for. Thomas voted against.

    Hinkle made a motion to adjourn. Hinkle voted yes. Thomas voted no.

    Hinkle had an appointment that he needed to keep and left at 10:37 a.m.

    Meeting ended at 10:37 a.m. for lack of quorum.

29. Review – Discuss - Consider and approve using P cards to pay bills and supply department heads with cards
30. Review – Discuss - Consider all contracts currently in place or be negotiated for rail trail. Existing projects and future projects
31. Review - Discuss – Consider and approve going out to bid for an engineering firm for the parking lot on corner lot that was used by construction company
32. Review – Discuss – Consider Awarding Janitorial Service Bid
    A. OP Shop – yearly price @ $231,379.20
    B. Quality Home & Office – Monthly $21,667.00 --- Yearly Price $260,004.00
    C. Enviroclean – Monthly $11,750.00 --- Yearly Price @$141,000.00
    D. Scioto Services – Monthly $17,020.00 --- Yearly Price @$204,240.00
33. Review – Discuss – Consider Request to Travel for Laura Pysz and Hazel Rader --- 09-21 to 09-23 for Pace Training in Charleston
34. Review – Discuss – Consider Election Officials and Alternates Appointed
35. Administrator's Report
36. Commissioner Comments – Questions

_____ _____

Susan J. Thomas, President Date

5-A

Date of Meeting	October 6, 2022	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
40890	Hart Office Solutions	Copier Rental Comm. Corr.				$209.17			
40894	BestNotes	Monthly EMR Comm.Corr.				$452.00			
40897	R.D. Wilson	Materials for New HCCC Comm.Corr.				$132.70			
40898	Amazon.com	Office Chair Comm.Corr				$234.99			
40900	CDWG	Printer Pros.Atty	$202.21						
40906	AT&T	Service Pros.Atty	$136.65						
40908	Robin's Perfect Fit	Zipper Replacement	$48.00						
40909	Truist Bank	Various Charges Pros. Atty	$3,059.74						
40913	Trapuzzano's Uniforms	Uniforms & Supplies Law Enforcement	$632.00						
40915	Lowe's Home Center	Concrete Sealant 911			$7.11				
40916	A-1 Exterminating	Pest Control 911 Center			$75.00				
40924	BSN Sports	Supplies Park & Rec. Complex			$782.91				
40925	James & Law	Office Supplies Parks & Rec.			$125.06				
40926	Ace Aggregates	Graave Various Rail Trails	$1,670.08						
40927	Marsh Hardware & Builder	Materials Park & Rec.			$16.25				
40929	Tritech Software Systems	Service&Support 911 Center		$54,692.41					
40930	Uniform Warehouse	Sweaters Sec.Guards			$124.27				
40931	Advance Auto Parts	Socket Adapter Co. Garage	$21.69						
40932	Dominion Energy WV	Service Various Locations	$403.29						
40933	Collision Plus	Repairs to Cruiser Law Enforcement	$4,207.60						
40934	Fisher Auto Parts	Various Auto Parts	$166.85						
40935	FedEx	Postage Courthouse	$23.40						
40936	Harry Green	4 Wheel Alignment Co. Garage	$119.95						
40937	Lowe's Home Center	Maintenance Supplies Courthouse	$242.41						
40938	CDW Government	Materials for New HCCC				$391.26			
40939	The Change Companies	DUI Classes Comm.Corr.				$737.80			
40940	Canon Financial Services	Copier Rental Home Confinement				$420.92			
40942	James & Law	Office Furniture Comm. Corr.				$964.00			
40943	Hart Office Solutions	Copier Rental Comm. Corr.				$190.22			
40944	Mirco Distributing II	Hair Follicle Test Comm.Corr				$745.70			
40945	Good Hope Animal Hospital	Spay/Neuter Services			$90.00				
40946	Audubon Animal Clinic	Spay/Neuter Services			$1,552.00				
40947	Trac Solutions	Daily Monitoring Fees Home Confine				$4,088.00			
40949	Good Hope Animal Hospital	Spay/Neuter Services			$100.00				
40952	West Virginia DMV	DUI Treatment Program Comm.Corrr				$1,375.00			
40954	Universal Enineering & Contracting	Repairs to Generator PK Tower			$2,372.49				
40955	UniFirst Corporation	Carpet Runner Rental			$64.05				
40961	Mon Power	Park & Rec. Complex			$1,134.38				
40963	Pitney Bowes	Postage for Mail Machine	$23,141.46						
40964	Optimum Business	Internet Law Enforcement	$157.87						
40965	Hart Office Solutions	Toner Staging Area	$23.99						

40966	Truist Bank	Supplies , Meals & Travel Law Enforce.	$274.36						
40969	Industrial Organizational Solutions	Deputy Exam	$341.00						
40971	Town of Nutter Fort	Street Sewer & Storm Repairs						$63,527.37	
40973	Ace Aggregates	Stone Animal Control			$212.64				
40974	Canon Financial Services	OEM Copier Rental			$220.28				
40975	Canon Financial Services	Various Copier Rental CH	$1,982.57						
40976	Chem - Aqua	Water Treatment HC Senior Center			$250.00				
40977	Chem - Aqua	Water Treatment Courthouse	$300.00						
40978	Frontier Communication	Service 911 Center		$932.22					
40980	Frontier Communication	Service Animal Control			$199.43				
40982	HC Child Advocacy Center	2 Quarter Allotment			$7,500.00				
40983	Hazel Rader	Reimbursement Pace Training	$42.78						
40984	Laura Pysz	Reimbursement Pace Training	$211.72						
40985	Mon Power	Service Various Locations	$2,084.60						
40986	Mon Power	Salem Tower		$724.36					
40987	Mon Power	Shinnston Tower		$650.98					
40988	Mon Power	Animal Control			$186.64				
40989	Posey's Auto Wrecking	Automobile Parts Garage	$45.00						
40991	Sandy's True Value	Maintenance Supplies Courthouse	$155.49						
40993	State Electric Supply	Maintenance Supplies Courthouse	$13.59						
40994	Staples	Various Office Supplies	$124.90						
40995	TK Elevator	Courhouse Elevator Maint. Contract	$9,812.04						
40996	Tri- State Welding Supplies	Oxygen Tanks Co. Garage	$55.00						
40997	Waste Management	Waste taken to landfill	$81.42						
40998	West Virginia Outdoor	Repairs to Weedeaters Maint. CH	$260.78						
40999	Woodford Oil	Clear Diesel Rt.19 Garage	$896.94						
41000	Frontier Communication	Service Various Locations	$709.38						
41001	Shinnston Ace Hardware	Weedeater Heads Courthouse	$26.49						
41002	Region VI Planning Development	Local Dues Payment Shorted	$27.00						
41003	Sandy's True Value	Bleach/Salem Tower Site 911		$22.56					
41004	Lowe's Home Center	Bleach/ Shinnston Tower Site 911		$55.74					
41005	Frontier Communication	Data Path Access 911/OEM			$68.92				
41006	Frontier Communication	Voice/Data usage & access 911		$1,633.11					
41007	Frontier Communication	Voice/Data usage & access 911		$346.79					
41008	Frontier Communication	Internet Access 911			$210.00				
41009	Frontier Communication	Data Circuits PK Tower		$766.00					
41010	U S Cellular	Tablet Data Service			$28.96				
41011	Misti Wilt, CCR	Transcript for case	$23.10						
41012	Coal County Sheriff's Dept	Process Server Services	$50.00						
41019	Liberty Distributors	Janitorial Supplies	$2,586.35						
41020	MCM Business	Copy Paper Restock Courthouse	$2,159.60						
41021	Mon Power	Grafton Tower		$446.86					
41022	R.D. Wilson	Janitorial Supplies	$285.00						
41023	Sandy's True Value	Maintenance Supplies Courthouse	$47.65						
41024	UniFirst Corporation	Carpet Runner Rental Courthouse	$854.76						
41025	WV Fitness 24	Wellness for August 2022	$608.00						

40128	Liberty Distributors	Toilet Tissue	$974.20						
County Clerk	Casto & Harris	Recording Paper	$1,950.00						
County Clerk	Hart Office	Toner	$851.96						
Count Clerk	The Exponent Telegram	Legal Ads	$231.17						
Erikka Wilson	Erikka Wilson	Travel Reimbursement	$36.27						
Courtney Flesher	Courtney Flesher	Travel Reimbursement	$176.92						
Curtis Diaz	Curtis Diaz	Wellness Reimbursement	$96.00						
			$62,633.23	$60,271.03	$15,320.39	$9,941.76	$0.00	$63,527.37	$0.00
					Grand Total :	$211,693.78			

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. 58 (10/06/22)

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 **$6,010.75**. 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) **$ 6,010.75** 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 **6th day of October, 2022.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

UMB Bank	Invoice #930513	Dated: 09/20/2022	$ 2,129.50
MuniCap, Inc.	Invoice #092022-285	Dated: 09/28/2022	$ 3,881.25
	Total		**$ 6,010.75**

INVOICE

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Invoice Date	Invoice #
9/28/2022	092022-285

Balance Due

Remit check to: or Wire Instructions:

MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500

ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31

Bill To:

Gina Jones
Director of Grants and Special Proj.
Harrison County Commission
301 West Main St., Fifth Floor
Clarksburg, WV 26301

Project: Charles Pointe 2019 2024

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date 9/28/2022

Invoice # 092022-285

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Project: Charles Pointe 2019

Terms	Client #
Net 30	2024

Item	DATE	Description	Hrs	Amount
Sr Assoc (OO)	8/1/2022	Follow email to trustee regarding missing backup.	0.25	50.00
Manager (JRG)	8/2/2022	Review June journal entries and support.	0.25	56.25
Sr Assoc (SAM)	8/3/2022	Review database updates and confirm disbursements to the Trustee.	0.5	100.00
Sr Assoc (MMM)	8/5/2022	Update administrative budget for 2022-2023 billing year.	0.25	50.00
Sr Assoc (SAM)	8/8/2022	Review administrative budget.	0.25	50.00
Sr Assoc (MS)	8/10/2022	Prepare account statements for updating account reconciliation and file.	0.25	50.00
Assoc (JTA)	8/11/2022	Complete account reconciliation for July activity.	0.5	87.50
Sr Assoc (OO)	8/11/2022	Post June journal entries in QuickBooks.	0.5	100.00
Assoc (JTA)	8/12/2022	Research previous month transactions with Trustees.	0.75	131.25
Sr Assoc (MMM)	8/12/2022	Update excise tax collection database and collection summery with the July 2022 report.	0.5	100.00
Manager (SMB)	8/22/2022	Review account reconciliation for June and July activity. Provide feedback to associate.	0.75	168.75
Sr Assoc (SAM)	8/22/2022	Confirm trustee receipt of excise tax revenues. Follow up related to developer's semiannual report.	0.5	100.00
Assoc (JTA)	8/22/2022	Review comments provided by associate in regards to account reconciliation and statements; correspond with Trustee for change in trust accounts.	0.5	87.50
Sr Assoc (OO)	8/22/2022	Prepare July journal entries.	0.5	100.00
Assoc (JTA)	8/23/2022	Review disclosure agreements related to Trustee succession; begin drafting supplemental disclosure.	1.5	262.50
Sr VP (MD)	8/24/2022	Review July journal entries.	0.25	68.75
Sr Assoc (SAM)	8/24/2022	Review and update developer's semiannual report. Discuss account reconciliation updates and debt service payments with associate. Review database tenants and source information and discuss with associates.	2.75	550.00
Assoc (JTA)	8/24/2022	Reconcile statements from current and previous Trustee; create reconciliation database for new Trustee accounts.	2.5	437.50
Sr Assoc (OO)	8/24/2022	Review and update missing vendor information in QuickBooks.	0.25	50.00
Sr Assoc (OO)	8/26/2022	Post July journal entries in QuickBooks.	0.25	50.00

Total

MNS

Billing Inquiries? Call (443) 539-4104

E

INVOICE

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Invoice Date	Invoice #
9/28/2022	092022-285

Balance Due $3,881.25

Remit check to: MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

or

Wire Instructions:
Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500

ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31

Bill To:
Gina Jones
Director of Grants and Special Proj.
Harrison County Commission
301 West Main St., Fifth Floor
Clarksburg, WV 26301

Project	Charles Pointe 2019	2024

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date	Invoice #
9/28/2022	092022-285

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Terms	Client #
Net 30	2024

Project: Charles Pointe 2019

Item	DATE	Description	Hrs	Amount
Sr VP (MD)	8/29/2022	Review and revise QuickBooks entries for June. Prepare financial statement reports. Request additional information on entries.	0.5	137.50
Manager (JLA)	8/30/2022	Assist with identification and provision of material information related to on-going compliance.	0.5	112.50
Sr Assoc (SAM)	8/30/2022	Prepare and review district board's semiannual report.	2.5	500.00
Vice Pres (MM)	8/31/2022	Review semiannual report.	0.25	62.50
Sr Assoc (SAM)	8/31/2022	Review district board's disclosure agreement. Update district board's semiannual report pursuant to associate's comments. Provide semiannual reports to be posted.	1.25	250.00
Manager (JLA)	8/31/2022	Prepare and post semi-annual reports to EMMA.	0.5	112.50
Manager (SMB)	8/24/2022	Provide direction on next steps for change of trustee.	0.25	56.25

EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.

Total **$3,881.25**

UMB

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

Invoice 930513

Invoice Date:	**September 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:	**July 1, 2022 through July 31, 2022**
Prior Balance:	$ 0.00
Payments Received as of September 20, 2022	$ 0.00
Adjustments	$ 0.00
Outstanding Balance:	$ 0.00
Current Billing Period:	
Current Period Fees	$2,129.50
Total Fees Due	$2,129.50

Remittance Stub
Billing Period 07/01/2022 - 07/31/2022

Account Number:	158735.1
Invoice Number:	930513
Remit Balance	$2,129.50

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	930513
Attention	Fee Processing

2019 A&B

UMB

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

Invoice 930513

Account Detail
Charles Pointe EODD 2019ABC

Account Number: 158735.1

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		1.90	655.00	1,244.50		
	Default Administration Fees		0.50	520.00	260.00		1,504.50
Volume Based Total:			**2.40**				**1,504.50**
Transaction Fees Total							**$1,504.50**

Account Total $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. (10/06/22)

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 **$15,906.08.**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$15,906.08.** 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) **$15,906.08** 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 **6th day of October, 2022**.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

UMB Bank.	Invoice #930525	Dated: 09/20/2022	$ 2,224.83
MuniCap, Inc.	Invoice #092022-091	Dated: 09/28/2022	$13,681.25
	Total		**$15,906.08**

INVOICE

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Invoice Date	Invoice #
9/28/2022	092022-091

Balance Due

Remit check to: or Wire Instructions:

MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500

ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31

Bill To:

The County Commission of Harrison County
ATTN: Susan Thomas, President
301 West Main Street
Clarksburg, WV 26301

Project: Charles Pointe Series 2008 — 1394

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date 9/28/2022

Invoice # 092022-091

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Project: Charles Pointe Series 2008

Terms	Client #
Net 30	1394

Item	DATE	Description	Hrs	Amount
Sr Assoc (SAM)	8/1/2022	Update transaction activity section of annual continuing disclosure report. Correspond with the Trustee related to CED sales funds received. Update workbook related to accounts receivable.	4	800.00
Sr Assoc (SAM)	8/2/2022	Prepare annual continuing disclosure report. Update workbook related to debt service coverage, accounts receivable and tax payers.	3.75	750.00
Sr Assoc (SAM)	8/4/2022	Prepare annual continuing disclosure report. Update workbook with tax payer information and budget.	3.5	700.00
Sr Assoc (SAM)	8/5/2022	Prepare annual continuing disclosure report. Update workbook related to principal tax and CED assessment payers and assessed values. Update report with related information.	6.5	1,300.00
Sr Assoc (MS)	8/10/2022	Prepare account statements for updating account reconciliation and file.	0.25	50.00
Assoc (JTA)	8/11/2022	Complete account reconciliation for July activity.	0.5	87.50
Sr Assoc (SAM)	8/12/2022	Review developer's quarterly reports and discuss with associate. Provide reports to be posted.	2	400.00
Vice Pres (CK)	8/12/2022	Prepare second quarter developer's continuing disclosure reports for posting and post on EMMA Dataport.	0.5	125.00
Manager (JLA)	8/15/2022	Verify quarterly postings to EMMA.	0.25	56.25
Sr Assoc (SAM)	8/18/2022	Research and respond to property owners question related to assessment. Continue preparing annual continuing disclosure report.	2.5	500.00
Sr Assoc (SAM)	8/19/2022	Prepare annual report. Update developer's section of annual continuing disclosure report and review correspondence and source information related to forborne payments.	8.5	1,700.00
Manager (SMB)	8/22/2022	Review account reconciliation for June and July activity. Provide feedback to associate.	0.75	168.75
Sr Assoc (SAM)	8/22/2022	Prepare annual continuing disclosure report. Update assessment collection and district financial information section of the annual continuing disclosure report. Review account reconciliation related to CED collections and lot sales.	6	1,200.00

Total

MNS

Billing Inquiries? Call (443) 539-4104

E

INVOICE

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Invoice Date	Invoice #
9/28/2022	092022-091

Balance Due $13,681.25

Remit check to: MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

or

Wire Instructions:

Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500

ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31

Bill To:

The County Commission of Harrison County
ATTN: Susan Thomas, President
301 West Main Street
Clarksburg, WV 26301

Project: Charles Pointe Series 2008 1394

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date	Invoice #
9/28/2022	092022-091

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Project: Charles Pointe Series 2008

Terms	Client #
Net 30	1394

Item	DATE	Description	Hrs	Amount
Sr Assoc (SAM)	8/23/2022	Update annual continuing disclosure report. Update tax levy amounts and district financial information section of the annual continuing disclosure report.	4.25	850.00
Sr Assoc (SAM)	8/24/2022	Update and review annual report. Update ad valorem taxes information and forborne residential CED assessments. Update table of contents and updated information.	4.5	900.00
Vice Pres (MM)	8/24/2022	Review annual continuing disclosure report.	0.75	187.50
Vice Pres (MM)	8/25/2022	Continue reviewing annual continuing disclosure report.	2.75	687.50
Sr Assoc (SAM)	8/26/2022	Attend call with associate regarding parcel numbers.	0.25	50.00
Sr Assoc (SAM)	8/26/2022	Update, discuss and review annual report pursuant to associate's comments. Correspond with the county related to assessment collections. Prepare exhibits. Review auditor's website for available information.	7.75	1,550.00
Sr Assoc (PSK)	8/29/2022	Review annual continuing disclosure report.	3	600.00
Manager (JLA)	8/29/2022	Prepare and post annual disclosure to EMMA.	0.25	56.25
Sr Assoc (SAM)	8/29/2022	Discuss annual continuing disclosure report updates. Update and review annual continuing disclosure report pursuant to associate's comments.	2.25	450.00
Manager (JLA)	8/30/2022	Assist with identification and provision of material information related to on-going compliance.	0.5	112.50
Sr Assoc (SAM)	8/31/2022	Prepare annual report filing certificate. Review continuing disclosure agreement and discuss required information related to the annual report.	2	400.00
		Subtotal Fees:		13,681.25

EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.

Total **$13,681.25**

MNS

Billing Inquiries? Call (443) 539-4104

E

UMB

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

Invoice 930525

Invoice Date:	**September 21, 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:	**August 1, 2022 through August 31, 2022**
Prior Balance:	$4,642.99
Payments Received as of September 20, 2022	$2,289.33
Adjustments	$ 0.00
Outstanding Balance:	$2,353.66
Current Billing Period:	
Current Period Fees	$2,224.83
Total Fees Due	$4,578.49

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

Account Number:	141961.1
Invoice Number:	930525
Remit Balance	$4,578.49

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	930525
Attention	Fee Processing

UMB

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

Invoice 930525

Account Detail
Charles Pointe Project 2008AB

Account Number: 141961.1

Administrative Fees

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

Transaction Fees

Volume Based

Security Location	Transaction Type	Security Type	Volume	Rate	Fees	Adjustment to Min/Max	Location Total
	Default Administration Fees		0.50	520.00	260.00		
	Default Specialist		2.30	655.00	1,506.50		1,766.50
Volume Based Total:			**2.80**				**1,766.50**
Transaction Fees Total							**$1,766.50**

Account Total **$2,224.83**

UMB

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

Invoice **930525**

Statement of Receivables

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

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
926771	July 21, 2022	June 1, 2022 to June 30, 2022	1,242.33	61 days
928749	August 22, 2022	July 1, 2022 to July 31, 2022	1,111.33	29 days
	Total Balance Due		**2,353.66**	

7-C

REQUISITION FOR PAYMENT
FROM ADMINISTRATIVE EXPENSE FUND

$20,573,000
The County Commission of Harrison County
Senior Tax Increment Refunding Revenue Bonds
Series 2021 A Tax-Exempt
(Development District No. 3 – White Oaks)

$4,195,000
The County Commission of Harrison County
Subordinate Tax Increment Revenue Bonds
Series 2021 B Taxable
(Development District No. 3 – White Oaks)

REQUISITION FOR PAYMENT NO. 16

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 duly Authorized Officer, hereby certifies, in connection with this Requisition for Payment from Administrative Expense Fund (the "Requisition") under a Indenture of Trust, dated as of May 25, 2021 (the "Indenture") between the Issuer and United Bank, as bond trustee thereunder, that:

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

2. The amount requested to be disbursed by this Requisition: (a) is a portion of the Administrative Expenses as that term is defined in the Indenture, and (b) is an authorized expenditure under Amended Project Plan No. 2 and the Act.

3. The total amount requested to be disbursed pursuant to this Requisition is **$ 100.00.** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$100.00** is to be paid to a third party payee that is not affiliated with the issuer or on a joint basis to the Issuer 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.

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Officer this **6th day of October, 2022**.

THE COUNTY COMMISSION OF HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

MuniCap, Inc.	Invoice #092022-146	Dated: 09/28/2022	$100.00
		Total	**$100.00**

INVOICE

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Invoice Date	Invoice #
9/28/2022	092022-146

Balance Due $100.00

Remit check to: or **Wire Instructions:**

MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500

ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31

Bill To:

Gina Jones
Director of Grants & Special Proj.
Harrison County Commission
301 West Main St., Fifth Floor
Clarksburg, WV 26301

Project: Harrison County-WhiteOak Admin 1676

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date 9/28/2022

Invoice # 092022-146

MuniCap, Inc.
Suite 210
8965 Guilford Road
Columbia, MD 21046

Project: Harrison County-WhiteOak Admin

Terms	Client #
Net 30	1676

Item	DATE	Description	Hrs	Amount
Sr Assoc (MS)	8/19/2022	Update account reconciliation for the month of July 2022.	0.25	50.00
Sr Assoc (MS)	8/22/2022	Prepare account statements for updating account reconciliation and file.	0.25	50.00

EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.

Total **$100.00**

MNS

Billing Inquiries? Call (443) 539-4104

E

Michelle Tonkin



From: Laura Pysz
Sent: Wednesday, September 28, 2022 10:27 AM
To: Grants
Subject: FW: City of Bridgeport - ARPA Request
Attachments: 2022-09-22 ARPA Request_Bridgeport.pdf

From: Staci Unger <sunger@bridgeportwv.com>
Sent: Wednesday, September 28, 2022 9:54 AM
To: Laura Pysz <lpysz@harrisoncountywv.gov>
Cc: Beth Fox <bfox@bridgeportwv.com>
Subject: City of Bridgeport - ARPA Request

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

Laura,

Good morning!

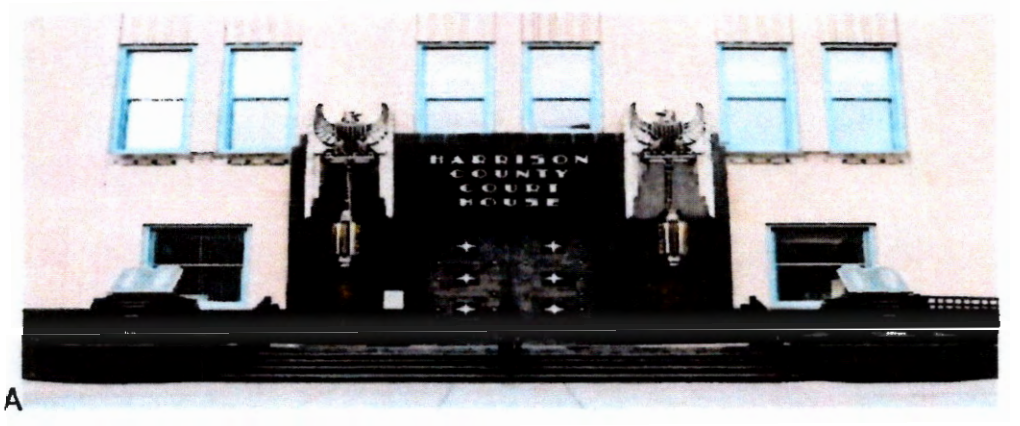
Attached is the City of Bridgeport's request for ARPA funding through the Harrison County Commission.

Please let us know if additional information is needed and what the next steps are to move forward with this request.

Thank you,
Staci Unger
Office Administrator
Engineering Department

Bridgeport WEST VIRGINIA
Opportunity lives here.

City of Bridgeport
515 West Main Street
Bridgeport, WV 26330
(304)842-8231



A

American Rescue Plan Act (ARPA) Funding Request

1. Name of Project: LIFT STATION #6, FORCE MAIN UPGRADE & WWTP HEADWORKS RELOCATION

2. Organization Name: CITY OF BRIDGEPORT

3. Address: 515 W. MAIN ST, BRIDGEPORT, WV 26330

4. Authorized Contact Person: BRIAN NEWTON

5. Title: CITY MANAGER Phone: 304-842-8225

6. E-mail: bnewton@bridgeportwv.com

7. Federal Tax Identification Number: 55-6000151

8. DUNS number: 03148526 Unique Entity Identifier (UEI): JXKJJ2SVMK9

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.)

The City of Bridgeport has procured CEC, Inc. for the design of a new Lift Station #6, a new force main into the wastewater plant, and a relocation of the wastewater treatment plant headworks. The total project cost is estimated at $3.835 million. The ARPA funds are to be specifically used for the new Lift Station 6, which will cover costs of three new submersible Myers pumps, a Godwin Dri-Prime Backup pump, and a new odor control system, estimated to cost a total of $300,000.00. This Lift Station is located off Lodgeville Rd., between Paul Wayne Haggerty Rd and Shahady Ln. The existing lift station #6 wet well is in critical condition and being inundated with inflow and infiltration. The current pumps are undersized and inefficient, resulting in continual failures with combined sewer overflow events (spills) at the CSO locations upstream. Upgrades to the sanitary appurtenances is essential in the maintenance, upkeep, and operations of the collection system. The project is also incorporated into the City's long term control plan, approved by the WVDEP, to maximize the efficiency of the collection system. It is a critical need of the community and an obligation of the City to ensure such work is completed. The City anticipates CEC, Inc will advertise the project for construction in December 2022, and award the project to the lowest responsible bidder in January 2023. Construction is expected to begin in March 2023, and be complete around August 2024.

10. Total Project Cost: $3,835,000.00

11. Project Start date (estimated): March 2023

12. Project End Date (estimated): August 2024

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

Beth Fox, City Engineer: 304-842-8231

Jacob Griffith, Engineer Associate: 304-842-8227

10

Town of Nutter Fort
1415 Buckhannon Pike Nutter Fort WV 26301, lcummings@townofnutterfort.com
Ph: 304-622-7713 x102 Cell: 304-841-8826 Fax: 304-623-0288

April 29, 2022

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

SUBJECT: ARPA Funding from Harrison County Commission

Dear Laura:

Please find enclosed details (drawings from Thrasher Engineering & cost sheet) on the infrastructure construction proposed, utilizing the ARPA funding from the Harrison County Commission.

The Town is proposing three (3) sanitary/storm projects and one (1) water project that total an estimated $103,704.00. Proposed construction would start June 2022.

If you have any questions, please feel free to contact me on any of the measures above.

Sincerely,

Leslie Cummings
Treasurer

Enclosures

TOWN OF NUTTER FORT
STORM WATER IMPROVEMENTS/ WATERLINE IMPROVEMENTS
PROBABLE COST

HARRISON COUNTY COMMISION
AARP FUND
2022

	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE
	SHEET1			
1	Mobilization/Demobilization	1 LS@	$ 1,000.00 /LS	$ 1,000.00
2	Erosion and Sediment Control	1 LS@	$ 350.00 /LS	$ 350.00
3	12" HDPE Storm Pipe (0'-6')	300 LF@	$ 55.00 /LF	$ 16,500.00
4	Remove and Replace Existing D.I. with New Precast Storm D.I.	2 EA@	$ 2,875.00 /EA	$ 5,750.00
5	New Precast Storm D.I.	2 EA@	$ 2,500.00 /EA	$ 5,000.00
6	2" Curb to Curb HMA Overlay Including Roto-Milling and Pavement Markings	40 LF@	$ 37.00 /LF	$ 1,480.00
		CONSTRUCTION TOTAL		**$ 30,080.00**
	SHEET2			
1	Mobilization/Demobilization	1 LS@	$ 1,000.00 /LS	$ 1,000.00
2	Erosion and Sediment Control	1 LS@	$ 350.00 /LS	$ 350.00
3	12" HDPE Storm Pipe (0'-6')	60 LF@	$ 55.00 /LF	$ 3,300.00
4	8" HDPE Storm Pipe (0'-6')	185 LF@	$ 45.00 /LF	$ 8,325.00
5	6" PVC Storm Pipe (0'-6')	60 LF@	$ 30.00 /LF	$ 1,800.00
6	Remove and Replace Existing D.I. with New Precast Storm D.I.	1 EA@	$ 2,875.00 /EA	$ 2,875.00
7	New Precast Storm D.I.	7 EA@	$ 2,500.00 /EA	$ 17,500.00
8	2" HMA Overlay Including Roto-Milling and Pavement Markings	40 LF@	$ 37.00 /LF	$ 1,480.00
		CONSTRUCTION TOTAL		**$ 36,630.00**
	SHEET3			
1	Mobilization/Demobilization	1 LS@	$ 1,000.00 /LS	$ 1,000.00
2	Erosion and Sediment Control	1 LS@	$ 350.00 /LS	$ 350.00
3	12" HDPE Storm Pipe (0'-6')	120 LF@	$ 55.00 /LF	$ 6,600.00
6	Remove and Replace Existing D.I. with New Precast Storm D.I.	3 EA@	$ 2,875.00 /EA	$ 8,625.00
7	New Precast Storm D.I.	1 EA@	$ 2,500.00 /EA	$ 2,500.00
8	2" HMA Overlay Including Roto-Milling and Pavement Markings	40 LF@	$ 37.00 /LF	$ 1,480.00
		CONSTRUCTION TOTAL		**$ 20,555.00**
	SHEET4			
1	Mobilization/Demobilization	1 LS@	$ 1,000.00 /LS	$ 1,000.00
2	Erosion and Sediment Control	1 LS@	$ 350.00 /LS	$ 350.00
3	6" PVC C-900 DR-18	150 LF@	$28.00 /LF	$4,200.00
4	6" M.JT. GATE VALVE, COMPLETE W/ BOX AND LID	3 EA@	$1,500.00 /EA	$4,500.00
5	Hydrant Assembly	1 EA@	$5,500.00 /EA	$5,500.00
6	2" HMA Overlay Including Roto-Milling and Pavement Markings	25 LF@	$ 37.00 /LF	$ 925.00
		CONSTRUCTION TOTAL		**$ 16,475.00**
		CONSTRUCTION TOTAL		**$ 103,740.00**

Jacqui Tennant

11

From: Vanessa Perkins <vanessa@centrabus.com>
Sent: Wednesday, September 28, 2022 2:53 PM
To: County Administrator
Subject: board member term

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

To whom it may concern,

James Griffin is currently on our Board of Directors as President. His term is set to expire on September 30, 2022. I would like to request that he be reappointed for a new term. Please let me know if you need additional information.

Thank you,

Vanessa Perkins
General Manager

Central West Virginia Transit Authority
208 North 4th Street
P. O. Box 430
Clarksburg, WV 26301
Phone 304.623.6002
Fax 304.623.2950

12

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

Re: Estate of Robbie Annabelle Kooken

TO: The Honorable County Commission of Harrison County, West Virginia

ORDER APPROVING FIDUCIARY COMMISSIONER'S FEE

This day came James C. Turner, as Fiduciary Commissioner, and tendered and asked leave to file his Affidavit with regard to his fee for services rendered to the above-referred estate, pursuant to his appointment as Fiduciary Commissioner by an Order of the Commission entered on January 18, 2022, which said Affidavit, after being inspected by the Commission, is hereby ORDERED filed herein.

It appearing to the Commission that said Affidavit and statement attached thereto are reasonable and proper, it is further ORDERED that James C. Turner, as Fiduciary Commissioner, shall be paid the sum of $2,000.00, which includes his fee of $1,731.00, together with his out-of-pocket expenses in the aggregate amount of $269.00, and that said sum of $2,000.00 shall be paid within thirty (30) days of the entry of this Order by the following parties, namely: one-half (1/2) thereof by Juanita Francis Jeffries, as Administratrix of the estate of Robbie Annabelle Kooken, and one-half (1/2) thereof by Richard A. Kooken, a beneficiary of the estate of Robbie Annabelle Kooken.

It is further ORDERED that certified copies of this Order shall be mailed to: James C. Turner, at Harris, Wilson, Turner & Davisson, PLLC, P.O. Box 1716, Clarksburg, WV, 26302-1716; Richard R. Marsh, at Flaherty Sensabaugh Bonasso PLLC, 205 W. Main Street, Clarksburg, WV 26301; and Daniel T. Booth, at Booth & Strange, 200 W. Main Street, Suite B, Clarksburg, WV 26301.

Entered this _____ day of September, 2022

_____, President

_____, Commissioner

_____, Commissioner

Prepared by:

_____

James C. Turner, W. Va. Bar #3821
Fiduciary Commissioner

13

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

D. Alan Reed, P.E.
State Highway Engineer

Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways

September 23, 2022

Robert F. (Rob) Stuart
Director of Planning/Engineering
Genesis Partners, Limited Partnership
600 Marketplace Avenue, Suite 350
Bridgeport, West Virginia 26330

Dear Mr. Stuart:

Enclosed are three (3) originals of an agreement regarding the design and construction of certain modifications along WV 279 and the northbound and southbound I-79 exit ramps at Bridgeport, Harrison County.

Please review the agreement carefully and if acceptable, have each original signed by the appropriate representatives of Genesis Partners, Limited Partnership, and the Harrison County Commission, and then return each signed original, with an appropriate cover letter, to:

Mr. David E. Cramer, P.E.
West Virginia Department of Transportation
Commissioner's Office of Economic Development
1900 Kanawha Boulevard, East
Building 5, Room 110
Charleston, West Virginia 25305

The documents then will be fully executed by the Division of Highways (DOH). The date on page one of the documents will be entered by the DOH; please do not enter a date on page one of these documents. Each party will receive one (1) fully executed original agreement as soon as practicable.

Thank you for your assistance with this matter. If you require additional information, please contact Mr. Cramer at 304-414-6697 or David.E.Cramer@wv.gov.

Sincerely,

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

JW:Cs

Enclosure

E.E.O./AFFIRMATIVE ACTION EMPLOYER

WEST VIRGINIA
DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
AGREEMENT
WV 279 AND I-79 EXIT RAMP MODIFICATIONS
HARRISON COUNTY

THIS AGREEMENT, executed in triplicate, made and entered into this ____ ___ day of __ _ _ __ _, 20____, by and between the West Virginia Department of Transportation, Division of Highways, hereinafter called "Division," the Harrison County Commission, 301 W. Main Street, Clarksburg, West Virginia 26301, hereinafter called "Commission," and Genesis Partners, Limited Partnership, a West Virginia limited partnership, 600 Marketplace, Suite 350, Bridgeport, West Virginia 26330, hereinafter called "Developer,"

WITNESSETH that,

WHEREAS, Commission and Developer desire the participation of Division in the implementation of a project that will facilitate access to the Commission's Tax Increment Finance Districts, including the Charles Pointe development, and also to the North Central West Virginia Regional Airport, Tygart Lake State Park, and other developments in the area of Bridgeport, Harrison County; and

WHEREAS, Division considers it to be in the public interest to participate in this project, which furthers economic development and tourism opportunities in West Virginia and promotes a safe and efficient transportation system;

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

I. Developer has caused to be prepared, at its expense and in accordance with Division's Design Directives, and has submitted for Division's review, approval, and subsequent utilization, construction plans and related documents, which collectively are referred to as the "Roadway Plans," for work pertaining to the State Highway System that primarily consists of, but is not necessarily to be limited to:

   A. construction of a right-turn lane along the I-79 Interchange 124 northbound exit ramp, approaching WV 279;

   B. construction of a left-turn lane along the I-79 Interchange 124 southbound exit ramp, approaching WV 279;

   C. extension of the existing left-turn lane along westbound WV 279 approaching the I-79 southbound entrance ramp;

   D. construction of a left-turn lane along westbound WV 279 approaching the new access constructed by Developer opposite Genesis Boulevard;

   E. construction of a continuous right-turn lane along eastbound WV 279 from the I-79 Interchange 124 northbound exit ramp to the new access constructed by Developer opposite Genesis Boulevard.

In addition to the Roadway Plans prepared by Developer, Division shall prepare, at Division's expense, traffic signal plans (hereinafter called "Signal Plans") concerning modifications of four (4) existing traffic signals at the following intersections:

A. WV 279 with the I-79 Interchange 124 northbound exit and entrance ramps;
B. WV 279 with the I-79 Interchange 124 southbound exit and entrance ramps;
C. WV 279 with Genesis Boulevard; and
D. WV 279 with White Oaks Boulevard and Medical Park Drive.

Collectively, the work identified within the Roadway Plans and within the Signal Plans is to be constructed through a single construction contract, to be administered by Division, and this work collectively is called "DOH Project." Division shall provide to Developer the Signal Plans, for appropriate coordination with the Roadway Plans and to facilitate the development by the Developer of contract plans that will be utilized by the Division for advertisement of a construction contract for DOH Project.

II. The Roadway Plans are subject to the review and approval of Division and are to be developed in accordance with Division's current Design Directives, criteria, and guidelines. Developer shall adhere to Division's project development process, and the procedures for field and office reviews during initial engineering, preliminary engineering, and final design, attached as Exhibit A to this Agreement. Division's approval of the Roadway Plans shall be in writing. Division shall assign a Project Manager with whom Developer shall coordinate review of the Roadway Plans. Division shall be responsible for the cost of Division's review of the Roadway Plans and right-of-way documents associated with DOH Project. Developer has caused the completion of the above Developer requirement.

III. All intellectual property rights in work product provided to Division pertaining to DOH Project, including without limitation designs, plans, notes, and shop drawings, are waived as to the Division, its consultants, contractors, agents, and employees. Developer agrees and understands that Division, its consultants, contractors, agents, and employees may use these documents only for projects pertaining to the State Highway System, in other locations or applications, without additional compensation to Developer. Division may not, however, sell, transfer or assign any intellectual property rights without written permission from Developer. Division will not release information that is work product clearly marked and identified by Developer as limited by contractual obligations to third parties and which is not deemed required for release under federal or West Virginia Freedom of Information Acts.

IV. The review and approval of the Roadway Plans by Division personnel:

A. does not relieve Developer from responsibility for errors or omissions in the design;
B. is solely to identify patent or obvious defects or apparent deviations from the Roadway Plans; and
C. does not relieve the Developer from liability for the design and/or the construction of the DOH Project.

V. For construction of DOH Project, Division shall secure the approvals and/or permits, if any, required by other governmental agencies, and shall comply with all applicable Federal, State, and local environmental laws and regulations.

VI. The implementation of DOH Project may, but is not anticipated to, necessitate the acquisition by Division of additional right-of-way and easements. All right-of-way and any easements necessary for DOH Project shall be clearly indicated on the approved

Roadway Plans, and if determined by Division to be necessary, Developer shall provide to Division separate Right-of-Way plans, to be prepared by Developer at Developer's expense in accordance with Division's Design Directives. Developer shall verify, as part of the development of Right-of-Way plans, ownership of the surface rights and interest sufficient for public highway purposes pertaining to all properties, including Developer's property, from which additional right-of-way and easements would be necessary.

VII. Developer agrees to convey to Division from Developer's property right-of-way and easements necessary for DOH Project and associated therewith:

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

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

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

VIII. Developer shall provide for Division's review and approval appropriate legal descriptions and plats, prepared in accordance with Division's Design Directives, if necessary to allow the conveyance to Division of right-of-way or easements from Developer for DOH Project. After the legal descriptions and plats have been approved by Division, Division then shall prepare and cause to be recorded appropriate conveyance documents in the Office of the Harrison County Clerk.

IX. Prior to construction of DOH Project, Division shall ensure that any necessary relocation or adjustment of utilities associated with DOH Project is completed. For DOH Project, all utility work performed within Division's right-of-way and all occupancy by any utility of Division's right-of-way shall conform with the provisions of the West Virginia Division of Highways manual entitled, *Accommodation of Utilities on Highway Right of Way and Adjustment and Relocation of Utility Facilities on Highway Projects, June 2007*, or later version.

X. Division's authorization to proceed with construction of DOH Project is contingent upon receipt of any Federal Highway Administration approval and authorization that may be required.

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

A. Design work and preparation of Roadway Plans for DOH Project.

B. Site development associated with any private development or other privately or publicly owned parcel(s) within or adjacent to the DOH Project limits.

C. Right-of-way or easements conveyed to Division by Developer.

XII. After any necessary utility relocation and adjustment is completed, after any right-of-way or easement necessary for DOH Project has been obtained by Division, after any necessary permits or other approvals have been obtained by Division, and after all necessary funding corresponding to the estimated construction cost of the DOH Project has been obligated by Division, Division then shall advertise a construction contract for the DOH Project.

XIII. If the sum of the apparent low bid for DOH Project and the additional estimated cost of engineering and contingencies, including Division's construction inspection cost, is acceptable to Division, Division then shall award and administer the construction contract

and provide construction inspection. The construction of the DOH Project shall be performed in accordance with the contract plans that include the approved Roadway Plans and the Signal Plans.

XIV. If the sum of the apparent low bid for DOH Project and the additional estimated cost of engineering and contingencies, including Division's construction inspection cost, exceeds Division's estimates and is not acceptable to Division, Division then shall notify Developer and Commission of the anticipated additional cost of DOH Project.

A. If Commission or Developer provides Division with the additional cost necessary, Division then shall award and administer the construction contract and provide construction inspection.

B. If Commission or Developer does not agree to provide to Division the additional cost of DOH Project, Division then may:

1. award the construction contract after identifying and obtaining additional funding; or

2. not award the construction contract for the DOH Project. Division then shall have no additional financial obligation for DOH Project, and Division shall retain the additional right-of-way and easements acquired for DOH Project.

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

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

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

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

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

XVIII. Neither Developer nor Commission shall assume authority over or any maintenance responsibility for any portion of WV 279 or I-79 modified under the terms of this Agreement.

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

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

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

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

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

WEST VIRGINIA
DEPARTMENT OF TRANSPORTATION,
DIVISION OF HIGHWAYS

APPROVED AS TO FORM THIS
23rd DAY September 2022.
ATTORNEY LEGAL DIVISION
WEST VIRGINIA DEPARTMENT
OF TRANSPORTATION
DIVISION OF HIGHWAYS

Christopher Amos
Legal Division Contract No 2208076

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

HARRISON COUNTY COMMISSION

By: Susan Thomas
President

GENESIS PARTNERS,
LIMITED PARTNERSHIP
A West Virginia limited partnership
By: Realcom, Inc., General Partner

By: James A. Corton
President

(To be executed in triplicate)

Distribution: Master File
Commission
Developer

Exhibit A

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS

DESIGN DIRECTIVE 701
CONTRACT PLAN PRESENTATION

October 1, 2020

Supersedes June 30, 2010

This Design Directive describes the make-up and presentation of a complete set of contract plans to standardize the production of such plans throughout the Division of Highways. All directions contained herein will apply to contract plans developed by all Central Office Divisions, including plans developed by consultants, and all Districts. It should be noted that other Design Directives, the Drainage Manual, the Bridge Design Manual, and Traffic Engineering Directives are referenced in this document that pertain to similar subject matter and are more precise than these guidelines. Those manuals provide clearer understanding of what should be included in each set of contract plans.

This Design Directive prescribes the order that the different types of sheets required within the contract plans are to be placed, and generally prescribes the content of each type of sheet.

Not all sheets discussed herein are required for all projects. This determination will be made by the Division's Designer or Project Manager, and is dependent on the type, size, and complexity of the project.

All of the referenced publications are available on the Division's web site, at this URL: www.transportation.wv.gov/highways/engineering/Pages/publications.aspx. Other links are given for CADD Standards and plan presentation information described in this document.

I. GENERAL

The submission of digital plans meeting the below criteria is strongly encouraged and in many cases is required by the consultant agreement.

Contract plans are sheets or drawings which show the locations, character, and dimensions of the prescribed work, including layouts, profiles, cross sections, and other details.

Contract plan sheet originals shall be 22" x 34" including borders of 1" on the left and ½" for the other three. Preliminary submissions of Design Reports shall be assembled and bound into sets not to exceed 36" x 48". Roll plans or profiles will not be accepted.

When only a few sheets for a special purpose are submitted, they shall be folded to 8½" x 11" or 8½" x 14". Small paving projects may be submitted on 8½"x 11"

All plans including review plans shall be prepared in such a manner that they can be reduced to quarter size (¼ area and ½ scale – commonly referred to as "half-sizes") hy the Division. Quarter-size prints may he submitted tor review. When quarter-size prints are submitted, they are to be accompanied by at least one full-size set, unless waived by the Division of Highways.

The use of contract plan sheets with existing contours and topography 60% screened is required unless waived by the Division of Highways. This also applies to Right of Way Plans.

CADD standards developed by the Engineering Division shall be used in the development of all contract plans. These standards are available on the Division's website at: www.transportation.wv.gov/highways/engineering/cadd/Pages/default.aspx.

II. ORDER OF SHEETS WITHIN THE CONTRACT PLANS

The order of the sheets within the contract plans will be as follows. A general description of information that is required on each type of sheet follows in Section IV of this Design Directive. Note that not all types of sheets shown and described below are required in each set of contract plans, dependent on the type, size, and complexity of each project. Also, some of the different types of sheets may be combined; for instance the Survey Reference Points sheet may be combined with the Geometric Layout sheet on smaller projects.

1. Title Sheet
2. Typical Sections and Details
3. Summary of Estimated Quantities
4. Quantity Tables
5. General Notes
6. Special Details and Approved Special Details
7. Mass Haul Diagram
8. Survey Reference Points
9. Geometric Layout
10. Superelevation Tables and Diagrams
11. Interchange Grading Plans
12. Intersection Details
13. Temporary Traffic Control Plans
14. Plan and Profile Sheets
15. Drainage Detail Sheets
16. Utility Relocation Plans
17. Erosion And Sediment Control Plans
18. Environmental Mitigation Plans
19. Traffic Sketch Maps
20. Pavement Marking Plans
21. Signing Plans
22. Lighting Plans
23. Traffic Signal Plans

24. Ownership Index
25. Property Maps
26. Soil and Geologic Information Plans
27. Structure Plans per Order Of Station
28. Cross Sections

III. DEFINITIONS

A. **Contract Plans.** Defined in Section IV. below.

B. **Standard Details.** Drawings approved for repetitive use showing details to be used where appropriate. Included are Revised Standard Details that are to be referenced by revision date as appropriate.

C. **Special Details.** Modifications to a Standard Detail drawing, or any detail drawing required to describe an item of work not covered by a Standard Detail drawing.

D. **Approved Special Details,** Drawings approved by the Publications Committee and any other committee with authority, e.g. the Roadway Departure Task Force, and concurred with by the FHWA. Approved Special Details must be individually inserted into the plans. Approved Special Details may be found here: https://transportation.wv.gov/highways/engineering/Pages/Approved-Special-Details.aspx.

E. **Standard Specifications.** A book of Specifications approved for general application and repetitive use. The base document upon which all contracts rely.

F **Supplemental Specifications.** Approved additions and revisions to the Standard Specifications.

G **Special Provisions.** Specifications for specific items or details applicable to the individual project and which are not covered in the Standard or Supplemental Specifications. All special provisions must be approved by the Specifications Committee of Contract Administration Division.

H. **Temporary Traffic Control Plan**. A plan for handling traffic through a specific highway or street work zone or project.

IV. CONTRACT PLANS

A. General. Contract plans (hereinafter referred to as "plans" or "contract plans") are instructions using drawings containing engineering data and details pertaining to geometrics, drainage, structures, soils and pavements, and other appurtenances.

1. Plans should not encompass material that is properly a part of the Standard or Supplemental Specifications, Special Provisions, or Standard Details.

2. The original drawings should be on standard sheets conforming to modern, accepted drafting practices, current DOH CADD Standards, aerial photograph base maps, or other DOH accepted practices. See the description under the "GENERAL" heading above for more information.

3. Straight-line plans may be used provided they give sufficient information to properly complete the project.

   a. Straight-line plans are particularly adaptable to special types of projects such as those for minor emergency relief, safety improvements, resurfacing, restoration, and rehabilitation and pavement marking.

   b. A typical set of straight-line plans consists of only that information necessary to describe the type of work and its limits, such as:

      1) General plan, sketch, or line drawing;

      2) Cross section, if appropriate;

      3) Estimate of quantities;

      4) Tabulation of construction items, providing station and offset, and elevation (if needed);

      5) General notes; and/or

      6) Special details.

B. Standard Details. Standard details are used to reduce the number of drawings required to be supplied for each project and provide uniformity of design and construction where the details are the same from project to project. When modifications to standard details are made and intended for use on most projects, Revised Standard Details will be issued by Engineering Division. When modifications to standard details are necessary for a specific project, special

details should be prepared, properly describing the work, and included in the project plans.

C. Contract Plans. Contract plans show the details, dimensions, and other information that are necessary to construct a specific project and should be tailored to provide all information necessary to accomplish the work in an orderly manner.

1. Title Sheet. The Title Sheet should show in a convenient arrangement:

   a. Project Name and Construction Project Number(s);

   b. A location sketch with sufficient identifying information so that the project may be easily located on a county or state map;

   c. Project Length, split into roadway and bridge(s) lengths, and then totaled. Note that projects which do not contain any paving, such as Grading and Drainage projects, will have a zero Project Length, however mainline Begin and End Work stationing shall be tabulated;

   d. A project layout, showing the proposed centerlines, Begin and End Project and Work stationing, all Station Equations, and numerical designations of all roadways to be constructed in the project. The Project Length will be that of the mainline only, sideroads and ramps are not to be included in the Project Length;

   e. A detail or group index of the sheets in the set of plans;

   f. The conventional symbols employed;

   g. Design designation (average daily traffic for the year that the project is to be constructed and the design year (usually 20 years after the construction year); design hour volume, directional distribution, and percent trucks in the design year; and design speed);

   h. Federal-aid project designation, if applicable;

   i. A provision for the dates and signatures of the appropriate approving officials (See DD-702 for examples);

   j. All approved design exceptions shall be noted on the title sheet.

2. Typical Sections and Details. Typical Sections are to be placed on the sheet(s) immediately following the Title Sheet, except that on combined roadway and bridge projects the cross section for the bridges may be shown with other bridge plan information.

a. Typical Sections should be included in plans for all projects. Typical Sections shall be provided for all roadways to be constructed in the project, including the mainline roadway, all sideroads, ramps, and driveways.

b. All functional elements should be shown to a convenient scale including:

1) All different slopes of cut and fill with references to the cross sections for slopes not shown;

2) The width of the roadway traveled way, shoulders, and median;

3) The shape of the finished surface and shoulders (cross slopes including breakovers, and ditch foreslopes and backslopes, according to DD-601);

4) Curb and gutter, if part of the design;

5) All integral parts of the surfacing and shoulders including, as appropriate, subbase, base course, and surface course.;

6) Limiting locations where each Typical Section is to be used;

7) Ultimate Typical Section for stage construction project;

8) Thickness of each lift for each element of the surfacing system;

a) Where variations in surfacing or base thickness are proposed because of differing soil conditions or other reasons, such variations should be in tabular form, including station limits for each thickness,

b) In instances in Subparagraph a) above, the typical section need show only that varying thicknesses are to be employed,

c) See DD-644 for appropriate asphalt layer thicknesses.

9) Relation between either proposed or ultimate status and a control survey line and profile grade line;

10) Lateral location of profile grade line (grade point);

11) Typical Details required to properly describe any work that cannot be clearly depicted on the Typical Sections, such as HMA edge stepping details, median barrier details, shoulder breakover and pavement layer thinning details, etc.

3. Summary of Estimated Quantities

a. The Summary of Estimated Quantities for the entire project is to appear on separate sheets following the Typical Sections

b. If more than one category of funds is required for a project, the quantity of each item required for each category should be identified separately and then combined for bidding purposes.

1) See DD-805 for guidance on quantities for projects which cross boundaries between municipal and non-municipal areas.

2) A state-by-state breakdown is to be provided where a project crosses state lines using a manner similar to municipal boundaries as described in DD-805.

3) Non-Federal-aid work included as part of a Federal-aid contract should be identified separately.

4. Quantity Tables

a. These sheets will tabulate all construction items such as drainage, signing, guardrail, earthwork, pavement, underdrain, and all other items in a table format showing station and offset for the location of the item. This is desirable on projects to assist in identifying locations where the specific item is to be installed. The municipal/non-municipal, county-by-county, and state-by-state station locations

are to be indicated in these Tabulation of Quantities tables, and quantities computed using these station as breakpoints. See DD-805. Earthwork will be computed by the cross sectioning method.

5. General Notes

   a. A table referencing Revised Standard Details will be included when necessary.

   b. See DD-704 for information concerning General Notes to be included in the contract plans.

6. Special Details

   a. Details not incorporated into the current approved Standard Details or Revised Standard Details are to be added to the contract plan assembly as Special Details.

   b. Special Details should be prepared and included, as necessary, to properly describe any items of the work not covered by an applicable Standard Detail or Revised Standard Detail.

7. Mass Haul Diagram

   See DD-705 for information concerning the preparation of the Mass Haul Diagram.

8. Survey Reference Points

   a. Aerial Photography Control: This sheet will show all Survey Reference Points which were set and utilized by the Designer to survey and set up the aerial photography control for the project. See DD-810 and the description in 8.b. below for more information concerning Survey Reference Points for aerial photography control

   b. Conventional Surveys: This sheet will show all Survey Reference Points utilized for conventional surveys and aerial photography surveys. These Reference Points shall be shown individually, with a description of the point shown (hub and tack, ¾" rebar with cap, etc.). Each Survey Reference Point is to be referenced from at least three other points for future recovery or resetting of the point. Distances to the references are to be obtained and shown, and the references described (RR spike in power pole, "X" cut on sidewalk, etc.). Also, coordinates in the North (N), East (E), and Elevation (Z) format are to be indicated for each Survey Reference

Point. The West Virginia State Plane Coordinates System is to be utilized, when this information is available.

9. Geometric Layout

a. A separate Geometric Layout sheet(s) shall be provided depicting the following:

1) Construction centerline of the mainline roadway, intersecting roads, side roads, and interchanges.

2) Description blocks coinciding with the project description.

3) Equalities with symbols similar to plan sheet symbols.

4) Horizontal curve data for all curves, to include PI station, delta angle, radius (note that degree of curvature is not necessary), length of curve, length of tangent, and superelevation on circular curves; and on spiraled curves, spiral angle and spiral length, tangent offset and tangent distance, spiral offset from tangent and spiral distance on tangent, long spiral tangent and short spiral tangent, and spiral length of chord.

5) Stationing and bearings. Typically, centerlines and bearings are to be shown running south to north and west to east. However there are some existing roads in the State that run opposite from that convention as shown on the Straight Line Diagrams. In this case, the direction of the centerline stationing and bearings shall match that shown on these Diagrams.

6) Coordinates for all horizontal control points, such as Begin and End Project/Work stations; horizontal curve TS, SC, CS, ST, PC, PT. etc. points; intersecting centerlines and/or baselines points; or other pertinent points required to properly lay out the project by survey, shall be given, with North (N), East (E), and Elevation (Z) format. The West Virginia State Plane Coordinates System is to be utilized, when this information is available. This information can be shown in table format, if necessary.

10. Superelevation Tables and Diagrams

See DD-603 for information concerning superelevation tables and diagrams.

11. Interchange Grading Plans

See DD-623 for information concerning interchange grading plans.

12. Intersection Details

See DD-622 for information concerning the requirements for intersection details.

13. Temporary Traffic Control Plans

See DD-681 for guidance concerning the preparation of Temporary Traffic Control Plans.

14. Plan and Profile Sheets

a. General. Plan and profile sheets should be prepared at a scale adequate to show the necessary details as governed by the topography and the complexity of the work

1) Plans should be drawn to one of the following horizontal scales: small - 1"=100', medium - 1"=50', large - 1"=20' or 1"=10', depending on the density of information to be shown on the plan sheets. The small scale of 1"=100' is only to be used for design studies, and not for contract plans.

2) Profiles should be drawn to the same horizontal scale as the plan, but the vertical scale may be 10% or 20% of the horizontal scale.

b. Plans

1) The general highway plan should include:

a) The base line of the survey which, if practicable, should also be the centerline of the proposed roadway;

   i) When the centerline and the base line are not coincident, their relationship should be indicated,

   ii) Divided highways, where independent base lines are used, may be treated as separate roadways indicating only the general relationship between the two,

   iii) Special areas such as interchanges and safety rest areas should be shown with separate survey control lines, as necessary. Control lines on ramps are to run in the same direction as the centerline of the proposed roadway regardless of the direction of traffic flow,

   iv) Bearings on all tangents based on the West Virginia Coordinates System, when this information is available.

b) Stationing reading from left to right including equations of stationing;

c) Design data of curves, to include PI station, delta angle, radius (note that degree of curvature is not necessary), length of curve, length of tangent, and superelevation on circular curves; and on spiraled curves, spiral angle and spiral length, tangent offset and tangent distance, spiral offset from tangent and spiral distance on tangent, long spiral tangent and short spiral tangent, and spiral length of chord;

d) Proposed and existing rights of way and access control lines, easements, and special-use areas;

e) North arrow and bar scale.

f) Proposed and existing edges of pavement and shoulders;

g) Proposed and existing drainage features such as pipes, culverts, headwalls, manholes, inlets, etc., with the elevations of the top and all inverts shown;

h) Topography, existing streams with direction of flow indicated, railroads with the valuation baseline and stations shown, and other features such as existing roads, streets, and airports on or near the right of way when these items influence the proposed construction. Adjacent roadway shall be shown for 1000' - 1500' on major projects and for 500' - 1000' on minor projects at both the beginning and end of the project. Existing roadways and streets shall have a centerline with stationing established and shown on the plans, and the relationship of this centerline to any proposed centerlines is to be shown;

i) Incidental construction items such as erosion control provisions, guardrail, and retaining walls;

j) Amount and volume of materials available at known sources;

k) Existence of and disposition of all public utilities, buildings and appurtenant items, and any other obstruction or encroachment within the right of way or adjacent thereto if affecting the proposed construction. See DD-709 for information concerning buildings and appurtenant items disposition. DD-303 and DD-310 for information concerning railroad involvement and utility relocations, and DD-305 concerning water and sanitary sewer relocations;

   i) If not part of the project, their disposition should be included in the project records.

   ii) If part of the project, the plan should show the present and, if applicable, the proposed location including both horizontal and vertical positions and such additional details as may be needed to indicate the scope of work to be performed.

l) It is to be noted that on complex projects, a reference sheet showing the layout of the plan sheets and/or cross section sheets is desirable to facilitate the use of the plans.

c. Profiles

1) Profile grade represents the trace of the vertical plane intersecting the top surface of the wearing course, base course, or other surface along the designated profile grade line.

2) The existing ground line should represent the trace of a vertical plane intersecting the present traveled way or ground line along the designated centerline.

3) Profiles should show:

a) Proposed grade and existing ground lines;

i) When standard plan and profile sheets are used, surface elevations may be omitted and grade elevations shown at changes or gradient only.

ii) When plan sheets are used, grade and existing ground elevations should be shown,

b) Datum line;

c) Station ordinate lines;

d) Percentage of gradient;

e) Vertical and horizontal clearances and the cross section of the roadbed for railroads, highways, and stream beds under proposed and existing structures;

f) Identification of type and clearance under and over utility lines within the right of way;

g) Culverts, storm sewers, and underdrains.

h) Vertical curve data, to include the vertical PI station and elevation, vertical curve length, k value, and stopping sight distance available on crest vertical curves.

i) Cut/fill grading transition details. See DD-405, "Grading Transition Detail".

15. Drainage Detail Sheets

a Minor Drainage Facilities - Minor drainage facilities shall be defined as straight culverts less than 36" in diameter, erosion control structures, headwalls, inlets, and manholes. Detail plans for minor drainage facilities shall include the following (refer to the most current edition of the WVDOH Drainage Manual for more guidance concerning information to be shown on the contract plans):

1) Sufficient stationing and offsets to show the location and orientation to centerline.

2) All necessary elevations.

3) The intersection of straight culverts less than 36" in diameter with the centerline and each station shall be shown on the profile sheets and each affected roadway cross section.

4) Separate cross sections for structures such as sediment dams or sediment ponds.

b. Major Drainage Facilities - Major drainage facilities shall be defined as any culvert which has bends, culverts 36" in diameter or greater, and channel changes. Detail plans for major drainage facilities shall include the following (refer to the most current approved edition of the WVDOH Drainage Manual for more guidance concerning information to be shown on the contract plans):

1) Sufficient stationing and offsets to show the location and orientation to centerline.

2) All necessary elevations.

3) A profile along the centerline of the culvert or drainage structure showing the relationship between the existing ground line, proposed template, and the culvert or drainage structure, total length of the culvert or drainage structure, all necessary elevations, and utility locations.

4) The intersection of culverts or drainage structures with the centerline and each station shall be shown on the profile sheets and each affected roadway cross section.

5) Separate cross sections for culverts or drainage structures when the cost of excavation is not included in the cost of the culvert or drainage structure

If all of the information listed above is shown elsewhere in the plans (plan sheets, profile sheets, standard details, etc.), separate detail plan sheets will not be required.

c. Storm Sewers storm sewers are defined as a composite system of one or more sections of pipe or box culvert, or a combination thereof, generally connecting a series of inlets or manholes. Storm sewers are different from culverts in that they are usually longer and pick up additional water from inlets and intersecting storm sewers along its length. Refer to the most current edition of the WVDOH Drainage Manual for more information.

1) A profile of each storm sewer is required to be shown. This profile can be shown on its own profile sheet, or can be combined with the roadway profile sheets when the sewer runs along the centerline of the roadway (usually multilane divided roadways).

2) The hydraulic grade line developed in the drainage calculations should be shown on each storm sewer's profile.

16. Utility Relocation Plans

See DD-303, DD-305, and DD-310 for information concerning Utility Relocation Plans.

17. Erosion And Sediment Control Plans

See DD-250, "Dust Palliative" and DD-251, "Temporary Erosion Control".

18. Environmental Mitigation Plans

Commitments for environmental mitigation features which are contained in the environmental documentation should be detailed as necessary and included in the project plans as special details and/or shown at the appropriate location in the plans. These plans will also include any necessary stream relocation plans, special planting plans, and any other plans deemed necessary to adhere to the environmental commitments made for the project. Also see DD-252, "Environmental Mitigation Items".

19. Traffic Sketch Maps

See DD-802, "Traffic Sketch Maps" for information.

20. Pavement Marking Plans

See the 300 series Traffic Engineering Directives for guidance concerning the preparation of Pavement Marking Plans.

21. Signing Plans

See Traffic Engineering Directive 103-3, "Preparation of Contract Sign Plans".

22. Lighting Plans

See Traffic Engineering Directives 101, "Guidelines for Highway Lighting" and 102-3, "Roadway Lighting Design".

23. Traffic Signal Plans.

See the 400 series Traffic Engineering Directives for guidance concerning the preparation of Traffic Signal Plans.

24. Ownership Index

See DD-301 for information concerning the preparation of the Ownership Index.

25. Property Maps

See DD-301 for information concerning the preparation of Property Maps.

26. Soil And Geologic Information Plans

a. Location of borings, test pits, or other sites where subsurface investigations have been made are to be shown on the Soil and Geologic Information Plans; and

b. Location and depth of subsurface borings or test pits shall be shown (actual log or test results need not be shown, but a reference should be included indicating where this material may be viewed).

Also see DD-402 for more information concerning the preparation of Soil and Geologic Plans, and their inclusion into the contract plans.

27. Structure Plans per Order Of Station

Reference is made to Section 4, General Plan Presentation, of the latest approved edition of the West Virginia Division of Highways Bridge Design Manual and all addendums thereto, for guidance concerning information required on each sheet of each set of structure plans

The structure detail plans are to be placed in the contract plans in the order of stationing, with the structure at the lowest station first, and so on. Structure plans shall be placed in the following order: bridge(s) first, followed by retaining wall(s), with box culvert(s) last.

28. Cross Sections

a. Cross sections shall be at a natural scale, i.e. the vertical scale will equal the horizontal scale.

b. Cross sections should be taken every 50' for rural projects, every 20' for urban projects, and at major changes in the existing ground line to determine accurately the character and extent of the proposed work.

c. Intersecting road cross sections, side road cross sections, and ramp cross sections shall be shown on mainline cross section sheets where possible. Where cross sections are provided on separate sheets, designers must check with mainline cross sections for accuracy. A quantity match line is to be placed on such cross sections to ensure quantity estimates are not duplicated or omitted.

d. Cross sections shall be placed in the following order: mainline cross sections first, followed by ramp cross sections (if applicable), with side road cross sections last.

e. See DD-705 for general information to be shown on the cross sections. Earthwork shall be computed by the average end area method. Additional information to be shown on the cross sections is as follows, but is not an all-inclusive listing: top and bottom of proposed surface (paved or otherwise) to include shoulders, free-draining base layer (if applicable), aggregate base layer (if applicable), bottom of subgrade layer (if applicable), drainage items such as culverts, wingwalls, ditches/linings, free-draining base trench if applicable, utility crossings and clearances, existing and proposed right-of-way limits, water bodies with edges of water shown, existing roadways with edges of pavement shown, existing structures within the proposed right-of-way, etc.

D. Contiguous Projects

A general plan or layout of contiguous construction projects that are to be constructed with either a different class of funds or by another agency should be included to show the location and effect of the work. (Such details and information necessary to establish their relationship to the project should be shown.) Also, smaller projects "broken out" of a larger design project should show enough information from the adjoining projects or any future project which will incorporate the work of the smaller project to establish their relationship with the work of the smaller project.

United States of America

A-1

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

Clerk's Fiduciary Report

Estate from Wednesday, September 14, 2022, through Tuesday, September 20, 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, September 14, 2022, the following matters were disposed of in the presence of the Clerk:

The last will and testament of **LARRY LEE ATHA**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

KATHRYN ANN ATHA, who was named in the last will and testament of **LARRY LEE ATHA**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **TAMMY CLAYPOOL SHEA** was appointed and qualified as ADMINISTRATRIX of the estate of **CARL ALLEN CLAYPOOL**, deceased. Bond was 10,000.00.

On, Thursday, September 15, 2022, the following matters were disposed of in the presence of the Clerk:

The said estate of **JOSEPH M MINARD**, deceased was referred to **NORMAN T FARLEY**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

On, Friday, September 16, 2022, the following matters were disposed of in the presence of the Clerk:

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

CINDY H CURREY, who was named in the last will and testament of **HELEN ROSE ANTULOV**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Monday, September 19, 2022, the following matters were disposed of in the presence of the Clerk:

A duly certified copy of the last will and testament of **JACQUELINE CAROL AYLESTOCK**, deceased, late a resident of PUTNAM, WEST VIRGINIA, was admitted to record.

On, Tuesday, September 20, 2022, the following matters were disposed of in the presence of the Clerk:

A duly exemplified copy of the last will and testament of **MARY LOU HAYES**, deceased, late a resident of MONTGOMERY, MARYLAND, was admitted to record.

United States of America

State of West Virginia

County of Harrison, ss:

A-2

Clerk's Fiduciary Report

Estate from Wednesday, September 21, 2022, through Tuesday, September 27, 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, Thursday, September 22, 2022, the following matters were disposed of in the presence of the Clerk:

The said estate of **RETTA JEAN WEST**, deceased was referred to **JAMES A VARNER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **MYRON WESTFALL** was appointed and qualified as ADMINISTRATOR of the estate of **FLORA ELIZABETH WESTFALL**, deceased. Bond was 20,000.00.

On, Monday, September 26, 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, **DIANNA OWENS** was appointed and qualified as ADMINISTRATRIX of the estate of **JASON ARNIE OWENS**, deceased. Bond was 1,000.00.

A duly exemplified copy of the last will and testament of **MICHAEL SAMUEL FRESA**, deceased, late a resident of Brevard, Florida, was admitted to record.

A duly exemplified copy of the last will and testament of **MARGARET HERR SPENGLER**, deceased, late a resident of Cumberland, Pennsylvania, was admitted to record.

On, Tuesday, September 27, 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, **JAMES K COLE** was appointed and qualified as ADMINISTRATOR of the estate of **SHIRLEY ANN COLE**, deceased. No bond was required.

John R Spires
Clerk of the Harrison County Commission

Wednesday, October 5, 2022

Confirmed

Estate: 9979

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

ROBERT E. FRESHOUR III, AND
JAMES A. FRESHOUR, CO-EXECUTORS
OF THE ESTATE

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

ROBERT EDGELL FRESHOUR, JR.,
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 Robert Edgell Freshour, Jr., 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 Robert Edgell Freshour, Jr.,** 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 **18th day of July, 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 **5th day of June, 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 April, 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 representatives to meet the same; and,

That said personal representatives submitted the attached Waiver of Settlement duly executed by the personal representatives and all heirs, beneficiaries and distributees of the **Estate of Robert Edgell Freshour, Jr.,** deceased, as provided in Chapter 44, Article 2, Section 29 of the West Virginia Code as amended; and

Your Commissioner further reports that the names of the personal representatives were 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 **7th** and **14th days of September, 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 representatives.

This Report and attached Waiver of Settlement, filed herewith and expressly made a part hereof, may be filed as the final report of **Robert E. Freshour, III**, and **James A. Freshour, Co-Executors of the Estate of Robert Edgell Freshour, Jr., deceased.**

GIVEN under my hand this 22nd day of September, 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,ROBERT E FRESHOUR III,JAMES A FRESHOUR, personal representative(s) in the estate of ROBERT EDGELL FRESHOUR JR 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.

ROBERT E FRESHOUR III Robert E. Freshour III (L.S.)
CO EXECUTOR

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 1 day of August, 2022

My Commission expires: May 13, 2027 Winfred J Eschenmann
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Winifred J Eschenmann
Harrison County Clerk's Office
229 South 3rd Street
Clarksburg, WV 26301
My Commission Expires May 13, 2027

JAMES A FRESHOUR (L.S.)
CO EXECUTOR

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 1 day of August, 2022

My Commission expires: May 13, 2027 Winfred J Eschenmann
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Winifred J Eschenmann
Harrison County Clerk's Office
229 South 3rd Street
Clarksburg, WV 26301
My Commission Expires May 13, 2027

ROBERT E FRESHOUR III Robert E. Freshour III (L.S.)
SON

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 1 day of August, 2022

My Commission expires: May 13, 2027 Winfred J Eschenmann
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Winifred J Eschenmann
Harrison County Clerk's Office
229 South 3rd Street
Clarksburg, WV 26301
My Commission Expires May 13, 2027

JAMES A FRESHOUR (L.S.)
SON

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 1 day of August, 2022

My Commission expires: May 13, 2027 Winifred J Eschenmann

Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Winifred J Eschenmann
Harrison County Clerk's Office
229 South 3rd Street
Clarksburg, WV 26301
My Commission Expires May 13, 2027

APRIL ODELL (L.S.)
NIECE

STATE OF WVa COUNTY OF HARRISON

The foregoing instrument was acknowledged before me this 1 day of AUG, 2022

My Commission expires: MARCH 04 2023

Notary Public
DONALD STARK

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
DONALD L. STARK
2810 Lumber Rd.
Shinnston, WV 26431
My Commission Expires March 04, 2023

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 1 day of AUG, 2022

John R Spires
Clerk of the Harrison County Commission

By _____
June Eschenmann
Deputy Clerk

[redacted]

18-7

United States of America

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

Affidavit and Waiver of Final Settlement

I,JAMES J MATHENY, personal representative(s) in the estate of PATTY LOU MATHENY 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.

JAMES J MATHENY (L.S.)
EXECUTOR

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 15th day of August, 2022.

My Commission expires: May 22, 2023 Cathy A. Faber
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
CATHY A FABER
Wesbanco Bank Inc
329 Pike Street
Shinnston, West Virginia 26431
My Commission Expires May 22, 2023

JAMES J MATHENY (L.S.)
SON

STATE OF WV COUNTY OF Harrison

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Notary Public

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STATE OF WEST VIRGINIA
CATHY A FABER
Wesbanco Bank Inc
329 Pike Street
Shinnston, West Virginia 26431
My Commission Expires May 22, 2023

ROBERT F MATHENY (L.S.)
SON

STATE OF WV COUNTY OF Harrison

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Notary Public

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CATHY A FABER
Wesbanco Bank Inc
329 Pike Street
Shinnston, West Virginia 26431
My Commission Expires May 22, 2023

BRENT E MATHENY (L.S.)
SON

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 15th day of August 2022

My Commission expires: May 22, 2023 Cathy A Faber

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
CATHY A FABER
Wesbanco Bank Inc
328 Pike Street
Shinnston, West Virginia 26431
My Commission Expires May 22, 2023

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 _____,

John R Spires
Clerk of the Harrison County Commission

By _____
June Eschenmann
Deputy Clerk

United States of America

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

Affidavit and Waiver of Final Settlement

I,JENNIFER CONROY, personal representative(s) in the estate of MICHAEL ROBERT CURRY 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.

JENNIFER CONROY (L.S.)
ADMINISTRATRIX

STATE OF Ohio COUNTY OF Cuyahoga

The foregoing instrument was acknowledged before me this 13th day of August, 2022.

My Commission Expires: Feb 20, 2027

Notary Public

JENNIFER CONROY (L.S.)
DAUGHTER

STATE OF Ohio COUNTY OF Cuyahoga

The foregoing instrument was acknowledged before me this 13th day of August, 2022.

My Commission expires: Feb 20, 2027

Notary Public

RYAN P CURRY (L.S.)
SON

STATE OF Texas COUNTY OF Denton

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

My Commission expires: 06-17-2025

Notary Public

SEBASTIAN DONOHO
Notary ID #133163020
My Commission Expires
June 17, 2025

Please note for dates of death July 13, 2001 or after, any heirs 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

C-1
RECEIVED
SEP 22 2022
HARRISON COUNTY
COMMISSION

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

MEETING MINUTES

The regular meeting of the East View Public Service District was held on September 13th, 2022 AT NOON.

Those in attendance: Michael Blake, James Harbert, Dawn Hogue, Dave Layton, Laura Guzzi , Jane Bryant, Bonnie Buffey, and Kelly Layton.

FINANCIAL:

WV Municipal Bond - $2838
USDA Rural Development Loan - $1081
Clarksburg Water Board - $1993.18
Clarksburg Sanitary Board - $4297.01
Payroll – $4130
CWCR Account - $547
HNB 2.5 % - $432
CWCR-S Account - $281
Frontier - $82
Dominion Energy - $179
Unifirst - $66.88
WV State Auditor - $329
Advantage Computer - $250
Bombardiere Plumbing - $209.10
WV Counties Risk Pool - $1818.50
Bennett & Dobbin - $250
Public Service Commission - $ 844.28
Tetrick & Bartlett - $530
Mon Power - $289.71
HNB - $45
Exponet-Telegram - $72
Enterprise Sanitation - $40.83
Federal Deposit - $1035.25 (Withholdings)
State of WV Deposit - $196 Withholdings)
R D Wilson - $252.24
Text-Em-All – $28.89
The Town of Anmoore - $26.89
Miss Utility of WV - $10
Bombardiere Plumbing - $398
Core and Main - $782
USPS - $214.59
Misc - $340.46

New Business:

1. Discussed the letter received by the City of Clarksburg proposed increase in Sewer Rates for the Clarksburg Sanitary Board. We pay the Clarksburg Sanitary Board for treatment of sewage. Rates proposed are 25% 2022
   15% 2023
   10% 2024-25-26
   Letter was faxed to Bennett and Dobbins as our rates for our customers would increase if the proposal is approved. We would have to file with the Public Service Commission.

   We posted on our website the proposed increase of the Clarksburg Sanitary Board and a meeting at the Clarksburg City Council on Thursday, September 15, 2022.

2. Our final Lead and Copper sampling should be ready to take place the last of September or early October.

Old Business:

1. Discussed a letter received from the State Auditor to Clarksburg's Prosecuting Attorney, Rachael Romano stating that our audit was completed with no action required.

2. Discussed the burden of the cost of the excessive Lead and Copper sampling we are being required to perform on our system that was installed in 1989 and consist of plastic PVC pipe.

3. **One project that was brought up for the coming year of 2023 were air release installations to each of our systems at the highest point.**

ENLARGED HEPZIBAH PSD
DRAWER H
3258 MAPLE STREET
HEPZIBAH, WV 26369
Phone: 304-623-2217, Fax: 304-626-3326

Darlene Swiger, Chairman
Fred Martin, Secretary

Sharon Hamilton, Treasurer
Kevin Short, Interim General Manager

C-2

NOTICE

The Regular Board Meeting of the Enlarged Hepzibah Public Service District to be held on Monday, October 10, 2022 at 5:00 PM at the Sun Valley Public Service District's office, located at 18 Sable Circle, Reynoldsville, WV 26422, has been cancelled.

It has been rescheduled for the previous Thursday, October 6, 2022 at 5:00 PM at the Sun Valley Public Service District's office, located at 18 Sable Circle, Reynoldsville, WV 26422.

Thank you,

Kevin Short

Kevin Short,
Interim General Manager

This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the US Department of Agriculture, Office of the Assistant Secretary, 1400 Independence Avenue, SW, Washington, DC 20250-9410. (866) 632-2992

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Enlarged Hepzibah Public Service District
Regular Board Meeting

Thursday
October 6, 2022
5:00 PM

AGENDA

1. Call meeting to order

2. Reading of the Minutes and Approval of Check Signing Document

3. Manager's Report

4. Old Business

5. New Business
   A. Thrasher Engineering to give bid recommendations for the water system improvements project.
   B. Review, discuss & approve amended engineering agreement
   C. Review, discuss & approve a Water Master Service Agreement for Engineering
   D. Review, discuss & approve a Sewer Master Service Agreement for Engineering

6. Public Comments

7. Adjournment

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