Wednesday, April 19, 2023
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 --- Child Abuse Awareness ---
9:10 A.M. --- Estate of Stephanie Layfield --- Hearing to Accept Copy of Will in place of lost original
9:15 A.M. --- Public Hearing --- Property Maintenance Ordinance --- Final Reading
9:20 A.M. --- Proclamation --- Sexual Abuse Awareness ---
9:30 A.M. --- Open Gov --- J.B. McCuskey

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A. Colton Laulis --- Resignation --- Park & Recreation --- Effective 03-06-2023**
   - **B. Cassidy Early --- Resignation --- E911 --- Effective 04-07-2023**
   - **C. Jason Sheff --- 96 Hours LWOP --- E911 --- Effective 04-09-2023**
4. **Minutes and /or Amended Minutes of Previous Meeting:**
   - **A. Special Meeting Minutes --- 03-31-2023**
   - **B. Regular Meeting Minutes --- 04-05-2023**
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A. Lake Floyd PSD – IJDC Project #2021S-2036 --- Requisition#04 (included in Payables)**
   - **B. Vendor Requisition List of Payments**
6. **Exonerations --- Corrective Tickets --- Joint Property Application**
   - **A. Exonerations --- Exhibit A**

7. **Consideration of Approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements:**
   - **A. Requisition for Payment No. 3 --- Developer Reimbursements $575,459.45**
   - **B. Requisition for Payment No. (04/19/2023) --- Jackson Kelly, Inc. --- $3,068.00**
8. **Review – Discuss - Consider GSA Update --- (Potential Executive Session Pursuant to 6-9A-4(b)(9) to Consider Matters Involving or Affecting the Purchase, Sale or Lease of Property, Advance Construction Planning, the investment of Public Funds or Other Matters Involving Commercial Competition, which if Made Public, Might Adversely Affect the Financial or Other Interest of The County**
9. **Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission: (NONE)**
10. **Review – Discuss – Consider the reappointment of board members to the Harrison County Planning Commission Board**
    - **A. James Smith --- Term Effective 07-01-2021 thru 06-30-2024**
    - **B. William Suan --- Term Effective 07-01-2022 thru 06-30-2025**
    - **C. Joseph Pinti --- Term Effective 07-01-2022 thru 06-30-2025**
11. **Review – Discuss – Consider the reappointment/appointment of board members to the of Appeals Code Enforcement Board**
    - **A. Rick Scott --- Term Effective 07-01-2023 thru 06-30-2026**
    - **B. Tom Orgryski --- Term Effective 04-20-2023 thru 06-30-2026**
    - **C. Chad Biller --- Term Effective 07-01-2023 thru 06-30-2026**
    - **D. Christopher Magee --- Term Effective 04-10-2023 thru 06-30-2025**
    - **E. Bryan Reed --- Term Effective 04-10-2023 thru 06-30-2025**
    - **F. Jeff Gola --- Term Effective 07-01-2023 thru 06-30-2026**
12. **Review – Discuss – Consider Appointing John Walker to the Charles Pointe Community Enhancement District Board**
13. **Review – Discuss – Consider Approving the Revised Meeting Schedule --- Going back to every week unless there is a holiday that week**
14. **Review – Discuss – Consider First Reading of Barking, Howling and/or Yelping Dog Ordinance**
15. **Review – Discuss – Consider Fireworks Ordinance for Harrison County**
16. **Review - Discuss - Consider retention of Gesk Moritz. LLC regarding outstanding legal issues related to GSA project construction and completion (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 Public, Might Adversely Affect the Financial or Other Interest of The County**

17. Review – Discuss – Consider Leasing out the Shell Space on the 3rd floor of the GSA Building that has a total of 2,962 square feet
18. Review – Discuss – Consider A Resolution Authorizing the filing of the Application to the West Virginia DEP Litter Control Grant Program
19. Review – Discuss – Consider Approval of Transfer of Sick Time per Approved Policy for Chris Harris 480 hours --- Harrison County
20. Review – Discuss – Consider Revising or Terminating the transfer of sick leave policy from other agencies
21. Review – Discuss - Consider and act upon a proposed Resolution regarding the setting of a public hearing date with respect to the proposed further amendment of Project Plan No. 2 for the tax increment financing district in Harrison County designated "Harrison County Development District No. 3 – White Oaks", and approving the form of public hearing notice to be published in connection therewith and matters relating thereto.
22. Review – Discuss – Consider for approval and execution by the President of the County Commission of an engagement letter with Steptoe & Johnson PLLC for bond counsel services in connection with the proposed further amendment of Project Plan No. 2 for the tax increment financing district in Harrison County designated "Harrison County Development District No. 3 – White Oaks" and related matters.
23. Administrator's Report
24. Commissioner Comments – Questions

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

A. Weekly Fiduciary Report from the County Clerk
    1. 03-29-2023 thru 04-04-2023
    2. 04-05-2023 thru 04-11-2023
B. Monthly Fiduciary Commission Settlements: (NONE)
C. Monthly Minutes/Financial Information from Various Boards, Committees and Public Service:
    1. Sun Valley PSD --- Meeting Agenda --- 04-11-2023
    2. Sun Valley PSD --- Meeting Minutes --- 03-14-2023
    3. Sun Valley PSD --- Vendor Invoice Report --- 03-1-2023 – 03-31-2023
    4. Enlarged Hepzibah PSD --- Meeting Agenda --- 04-10-2023
    5. Enlarged Hepzibah PSD --- Meeting Minutes --- 02-13-2023
    6. Enlarged Hepzibah PSD --- Meeting Minutes --- 03-13-2023
    7. Greater Harrison PSD --- Meeting Agenda --- 04-20-2023
    8. Harrison/Taylor 911 Advisory Board --- Meeting Agenda --- 04-18-2023
    9. Department of Homeland Security --- Reimbursement for Incarcerated offenders
    10. WV Extension Service --- Homespun News --- May – June 2023
    11. Spectrum Mid-America, LLC – Upcoming Changes

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).
T-3. Shinnston North Bend Rail Trail Connector --- Task Order #2 (11-30-2022)
T-4. HCC Agreements with Harrison County Parks & Rec Commission (12-14-2022)
T-5. Estate of Stephanie Ann Layfield, Deceased (02-08-2023)
T-6. The Harrison County Commission giving the Development Corporation the Property formally known as the Farms at Maple Lake LLC (02-22-2023)
T-7. Harrison County Development Authority (03-22-2023)
T-8. Thrasher being Engineer of record for the Rail Trail and the Agreement (03-22-2023)

Harrison County
03/10/2023 @ 11:15:34 AM

9:10 A.M
04-19-2023

March 9, 2023

To Whom It May Concern:

My mother, Stephanie Ann Layfield passed away on August 16, 2022. She has an account open through Harrison County Bank that my dad, Page D. Layfield is trying to get access to. We cannot find her original Last Will and Testament. We do have a copy of it though. There should be one on file through the Harrison County Court House as well. I am asking that you can use the copy of Stephanie Ann Layfield, Last Will and Testament copy so we can get the paperwork we need for Harrison County Bank so my father can access the money in the account.

Thank you,

Stacia Gaines

Stacia Gaines
Daughter

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
SHANNON D. RUSH
Bridgeport Police Department
515 W Main St.
Bridgeport, WV 26330
My Comm. Expires Oct. 14, 2028

Shannon D. Rush

Last Will and Testament

STEPHANIE A. LAYFIELD

I, Stephanie A. Layfield, of McWhorter, Harrison County, West Virginia, being of sound mind and disposing memory, and being of full age, do hereby make, publish and declare this to be my Last Will and Testament, hereby revoking all former Wills and Codicils made by me.

FIRST: I order and direct that my Executor hereinafter named, pay all my just debts and funeral expenses and costs of administering my estate as soon after my decease as conveniently may be.

SECOND: I will, devise and bequeath all my property of every kind and character, real, mixed and personal and wheresoever situate of which I die seized or to which I may be entitled at the time of death, to my husband, Page D. Layfield, provided he survives me.

THIRD: In the event my husband, Page D. Layfield, fails to survive me or that we die simultaneously, then and in that event, I devise and bequeath everything of which I die seized, real, personal and mixed or to which I may be entitled at the time of my death, to Julia Hayhurst and Roy L. Hayhurst, Trustees, and during the period of said trust which shall be as hereinafter set forth, said Trustee shall collect and receive all rents, royalties, issues and profits to be derived therefrom and shall distribute the same as hereinafter more particularly set forth for the benefit of Stacia Nicole Wageman, born December 13, 1978.

A. No bond or other security shall be required of my said Trustees under this trust and in the administrations hereof.

B. I direct that regarding all property of which I die seized or to which I may be entitled at the time of death, real, personal and mixed, said Trustees are hereby authorized to preserve and

maintain said assets as they, in their discretion deem best, or to lease, sell, convey or transfer said property at public or private sale and to invest or reinvest the proceeds thereof or any part thereof in such manner and in such other property or securities as said Trustees shall deem best and my Trustees are further authorized to execute any and all documents, contracts, bills of sale, deeds, leases or other investments of trust funds as is necessary from time to time and my Trustees are further authorized to change investments thereof from time to time as they deem expedient in their own judgment and they need not confine themselves to such investments of trust funds nor such as are or may be designated for that purpose by a statute now in force or that may hereafter be adopted.

C. My Trustees are hereby authorized to disburse, from time to time, from said trust before the principle of said trust is to be distributed, such funds as may be needed by Stacia Nicole Wageman for educational or for emergency purposes only, which my Trustees shall have sole power and discretion in determining what constitutes an educational or emergency purpose.

D. Said trust shall terminate and the remainder of the principle and income from said trust shall be distributed in full by said Trustees to Stacia Nicole Wageman, upon her twenty-first (21st) birthday.

E. I direct that my Trustees may charge whatever statutory fee is permissible in the State of West Virginia at the time of my death for compensation for their services to be deducted from the trust income on an annual basis as the Trustee of my estate.

FOURTH: I hereby nominate and appoint my husband, Page D. Layfield, as Executor of this my Last Will and Testament, and direct that he may be permitted to qualify and act as such personal representatives without bond or security of any kind. In

the event he fails to survive me or is unable to serve as Executor, then and in that event, I appoint Roy Hayhurst and Julia Hayhurst at co-Executors to serve without bond.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my seal this 6 day of July, 1994.

Stephanie A. Layfield (SEAL)

The foregoing instrument containing two and one-half (2 1/2) typewritten pages was on the 6th day of July, 1994, signed and sealed by the said STEPHANIE A. LAYFIELD, the Testator therein named, and duly published and declared by the said Stephanie A. Layfield to be her Last Will and Testament, and her free act and deed, in the presence of us, who, at her request and in her presence, and the presence of each other, hereunto subscribe our names as witnesses. And we, and each of us, do also certify and state that the signature of the said Testator was duly made and appeared to us upon the Will as above, before we signed as witnesses, and that we, and each of us, do now believe said Testator at this time to be of sound mind and memory.

Mary P. Spagnuolo (SEAL)

Deccy B. Paul (SEAL)

STATE OF WEST VIRGINIA,

COUNTY OF HARRISON, To-wit:

We, Dwight K. Layfield and Delby B. Pool, after being first duly sworn, do severally depose and say that we have this day acted as attesting witnesses to the signing and execution of the Will of STEPHANIE A. LAYFIELD, which said Will bears the date the 6th day of July, 1994, and to which said Will this affidavit is attached; that We acted as said witnesses at the request of said Testator; that the said Will was signed by the said Testator in the presence of each of us, we, and the said Testator being then present together; that each of us subscribed our names as attesting witnesses in the presence of the Testator and in the presence of each other, all being present together; thence at the time of the execution and signing of said Will, we believed the Testator to be of sound mind and disposing memory and over eighteen (18) years of age, and that in our opinion she knew what property she owned and to whom she wanted to give the same; and further these deponents sayeth naught.

Dwight K. Layfield

Delby B. Pool

Taken, subscribed, and sworn to by Dwight K. Layfield and _____, before the undersigned Notary Public this 6th day of July, 1994.

My commission expires: July 15, 2002.

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Geraldine E. Howard
503 East Pike St.
Clarksburg, W/V 26301
My Commission Expires July 15, 2002

Geraldine E. Howard
NOTARY PUBLIC

This instrument prepared by:
DELBY B. POOL
Attorney at Law
230 Court Street
Clarksburg, West Virginia 26301
304-623-9711

Proposed ordinance 9:15 A.M. 04-19-2023

AN ORDINANCE OF THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA, ADOPTING THE 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE, ("IPMC"), THEREBY REPLACING, AMENDING, UPDATING AND SUPERCEDING ALL PRIOR ORDINANCES AS TO THE IPMC

WHEREAS, West Virginia Code §7-1-3n empowers county commissions, by order duly entered of record, to adopt the state building code upon promulgation by the State Fire Commission, so long as such adoption does not apply to or effect any territory within the boundaries of any municipal corporation which has not adopted the state building code;

WHEREAS, the County Commission of Harrison County, West Virginia passed and adopted an Ordinance adopting the "International Property Maintenance Code", effective October 4, 2012;

WHEREAS, the Ordinance referenced above, effective October 4, 2012, placed into effect the then existing edition of the International Property Maintenance Code;

WHEREAS, the most recent state building code was adopted by the State Fire Commission, pursuant to Legislative Rules promulgated by the Fire Marshal under West Virginia Code §15A-11-5, with an effective date of August 1, 2022, and

WHEREAS, the County Commission of Harrison County, West Virginia deems it necessary to properly regulate all matters relating to the repair and maintenance of all buildings, structures and premises situate in the unincorporated areas of Harrison County, West Virginia and further WHEREAS it is the intent of the County Commission of Harrison County, West Virginia to establish and specifically put in effect the operative version of the International Property Maintenance Code pursuant to West Virginia Code § 7-1-3n and Title 87, Series 4 of the West Virginia Code of State Rules.

NOW, THEREFORE, THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA, ORDAINS AS FOLLOWS:

A. The 2018 edition of the International Property Maintenance Code is hereby adopted and incorporated herein by reference, as if set out at length herein, for the purposes of safeguarding life and property in and throughout the unincorporated parts of Harrison County, West Virginia.

B. The provisions of this Ordinance shall not apply to structures and premises occupied or used for agricultural purposes. For the purpose of this Ordinance, the term "agriculture" shall be deemed to mean the cultivation of plant crops or the raising or livestock. Agriculture is the organized use of land for the production of plant or animal food, fiber, or landscape products. Beef and dairy farms, grain farms, orchards, plant nurseries, and tree farms are forms of agriculture.

C. If the owner of a premises fails to comply with a demolition order within the time prescribed, consistent with W.VA. C.S.R. 87-4-4, 4.1.e.1., the legal counsel of the jurisdiction shall institute appropriate action in the Circuit Court of the County in which the property is located against the owner of the premises where the structure is or was located seeking an Order causing the structure to be demolished and removed. Thereafter, the local jurisdiction, through an available public agency or by contract or arrangement with private persons, shall demolish and remove the structure and the costs thereof, as well as all fees and costs incurred in the legal action, shall be a lien upon such real estate.

D. In the event that any provision of this Ordinance is determined to be unconstitutional or otherwise invalid by a court exercising competent jurisdiction, such determination shall not affect the validity of this Ordinance as a whole or the provisions thereof which are not specifically determined to be unconstitutional or invalid.

E. The Harrison County Commissioners shall have the power and authority to receive and accept grants, subsidies, donations and services in kind consistent with the objectives of this ordinance.

F. The Code Official shall enforce the provisions of the International Property Maintenance Code. The Code Official, and any county employee acting at his or her directive, shall be indemnified and defended by the County Commission of Harrison County, West Virginia, and shall be relieved from any personal liability for acts committed within the scope of this Ordinance.

G. It shall be the duty of the Harrison County Sheriff's Department to assist in the enforcement of the International Property Maintenance Code.

H. This ordinance shall become effective on and after passage and upon adoption by the Harrison County Commission.

PASSED by the County Commission of Harrison County, West Virginia on FIRST READING this the _____ day of _____, 2023.

A SECOND READING and public hearing was held on the _____ day of _____, 2023, after notice of a public hearing on said ordinance was published as a Class II legal advertisement upon motion of _____ and seconded by _____.

Following said public hearing on a motion of _____, seconded by _____, the ordinance was passed on to the THIRD READING, set for _____, 2023. It is now ordered that the aforesaid ordinance by, and hereby is, Approved and Adopted by the County Commission of Harrison County, West Virginia.

President	Commissioner	Commissioner

Current Ordinance 9:15 A.M 04-19-2023

MONDAY, DECEMBER 28, 2009

County Commission

Susan J Thomas
HARRISON County 01:16:56 PM
Instrument No 200900041501
Date Recorded 12/28/2009
Document Type GOR
Book-Page 79-28

ORDINANCE
INTERNATIONAL PROPERTY
MAINTENANCE CODE

BK00079 PG0028

AN ORDINANCE ADOPTING THE "INTERNATIONAL PROPERTY MAINTENANCE CODE", AS AUTHORIZED BY THE WEST VIRGINIA STATE FIRE COMMISSION, WHICH PROVIDES FOR THE REGULATION OF ALL MATTERS AFFECTING OR RELATING TO THE REPAIR AND MAINTENANCE OF STRUCTURES AND PREMISES WITHIN THE UNINCORPORATED AREAS OF HARRISON COUNTY.

WHEREAS the Legislative Rule of the State Fire Commission, Title 87, Series 4 (87CSR4) of the West Virginia Code of State Regulations, permits adoption of the International Property Maintenance Code without requiring adoption of the other national codes and standards included under the West Virginia State Building Code; and

WHEREAS, it is deemed necessary to properly regulate all matters relating to the repair and maintenance of all buildings, structures and premises within the unincorporated areas of Harrison County; and

WHEREAS, it is the intent of the Harrison County Commission to establish minimum property maintenance standards by adopting and putting into force and effect the International Property Maintenance Code pursuant to West Virginia Code §7-1-3n and Title 87, Series 4 (87CSR4).

NOW, THEREFORE, THE HARRISON COUNTY COMMISSION ORDAINS THAT

Section 1. ADOPT: The International Property Maintenance Code, as amended or revised by the WV State Fire Commission prior to or subsequent to adoption of this Ordinance, is hereby adopted, and all model codes and standards adopted thereunder are hereby adopted by reference as if fully set forth verbatim herein.

BK0079 PG0029

Section 2, APPLICABILITY: The provisions of this Ordinance and the International Property Maintenance Code adopted hereunder shall not apply to structures and premises occupied or used for agricultural purposes. For the purpose of this Ordinance, the term "agriculture" shall be deemed to mean the cultivation of plant crops or the raising of livestock. Agriculture is the organized use of land for the production of plant or animal food, fiber or landscape products. Beef and dairy farms, grain farms, orchards, plant nurseries, and tree farms are forms of agriculture.

Section 3. SAVINGS: Nothing in this Ordinance shall be construed to affect any suit or proceeding pending in any court, or rights acquitted or liability incurred, or any cause or causes under any act or ordinance repealed; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 4. CONFLICTING ORDINANCES: Any existing ordinance that is more stringent or imposes a higher standard than is required by the International Property Maintenance Code shall govern, provided such ordinance is not inconsistent with the laws of the State of West Virginia and is not contrary to recognized standards and good engineering practices. Any existing ordinance that is less stringent or imposes a lesser standard than is required by the above-referenced code is hereby amended to comply therewith.

Section 5, DUTIES AND POWERS OF THE CODE OFFICIAL: The Code Official shall enforce the provisions of the International Property Maintenance Code. Priority shall be given to conditions that pose a public health and/or safety hazard, or that affect the general public. The code official shall issue all necessary notices and orders to ensure compliance. Upon failure of any person to comply with a notice of violation within the

BK0079 PG0030

stipulated time, the code official shall issue a citation requiring that person to appear in Magistrate Court.

Section 6. INDEMNIFICATION OF CODE OFFICIAL: The code official, officer or employee charged with the enforcement of the International Property Maintenance Code, and the members of the Board of Appeals, while acting on behalf of the Harrison County Commission, shall not thereby be rendered liable personally, and are hereby relieved from all personal liability for any damage accruing to persons or property as a result of any act required or permitted in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties, and under the provisions of the International Property Maintenance Code shall be defended by the legal representative of the Harrison County Commission until the final termination of the proceedings. The code official or any subordinate shall not be liable for costs in any action, suit or proceeding that is instituted in pursuance of the provisions of the International Property Maintenance Code; and any officer acting in good faith and without malice shall be free from liability for acts performed under any of its provisions, or by reason of any act or omission in the performance of official duties in connection therewith.

Section 7. DUTIES OF LAW ENFORCEMENT PERSONNEL: It shall be the duty of the Harrison County Sheriff's Department to assist in the enforcement of the International Property Maintenance Code.

Section 8, VIOLATION PENALTIES: The Violation Penalties section of the International Property Maintenance Code is hereby amended and completed as follows:

Any person who shall violate a provision of the International Property Maintenance Code, or fail to comply therewith, or with any of the requirements thereof, shall be fined not less than twenty-five dollars ($25.00) nor more than one hundred dollars ($100.00). Each day that a violation continues after due notice has been served shall be deemed a separate offense. Failure to comply with a demolition order shall be deemed a violation subject to the penalties prescribed herein.

Section 9, SEVERABILITY: If any section, sentence, clause, or phrase of this Ordinance shall be declared invalid for any reasons whatsoever, such decisions shall not affect the remaining portions of this Ordinance, which shall continue in full force and effect, and to this end the provisions of this Ordinance are hereby declared to be severable.

Section 10, JURISDICTION: Jurisdiction over the enforcement of this Ordinance shall be in the Magistrate Court of Harrison County.

Section 11, EFFECTIVE DATE: This Ordinance shall be deemed effective on the 1 Day of JAN, 2010 ~~200~~.

INTRODUCED and PASSED at a regular meeting by the Harrison County Commission on first reading this 13 day of AUG, 2009.

INTRODUCED and PASSED at a regular meeting by the Harrison County Commission on second reading this 3 day of SEPT, 2009.

BK0079 PG0032

PASSED and ADOPTED at a regular meeting by the Harrison County Commission on third and final reading this 1 day of OCT, 2009.

Frank T. Angotti

President, Harrison County Commission

ATTEST:

Susan Thomas, County Clerk

3-A

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
	0771	| | |-| | |-| | | |

NAME	ADDRESS
COLTON LAULIS	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		900	

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

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

TYPE OF LEAVE ☒ LAST DAY 03/06/2023

☐ OTHER (Explain) _____

PART TIME - NO PAY-OUT

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE
HUMAN RESOURCES MANAGER	DATE 4/10/2023

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Amsterdam

3-B

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
4/10/2023		| | |-| | |-| | | | |
NAME Cassidy Early		ADDRESS
PHONE	CITY/STATE/ZIP	DEPARTMENT 911 / SHIFT

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) _____

Resignation effective 4/7/2023

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 4/10/2023
HUMAN RESOURCES MANAGER	DATE

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Amsterdam

3-C

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
4/9/2023		| | |-| | |-| | | | |

NAME	ADDRESS
Jason Sheff	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		911	

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☒ OTHER (Explain) 960 Hours SAVS, w/o pay
EXTENDED MEDICAL

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE 4/10/2023
HUMAN RESOURCES MANAGER	DATE

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4-A

At the special meeting of the County Commission of Harrison County held on Friday March 31, 2023, Commissioners Susan Thomas and David Hinkle were present. Commissioner Trecost was absent. Also present was Micah Fisher, Deputy County Clerk, and Laura Pysz-Laulis, County Administrator. Commissioner Thomas opened the meeting.

1. Review – Discuss – Consider an approval of an Amended and Restated Option to Purchase Agreement by and between the Harrison County Commission and the Harrison County Development Authority and related documents which amends the terms of the existing option agreement and related documents, as previously amended and restated, between such parties and other entities involved in the transaction in order to extend the term thereof and make other associated changes to facilitate the development of a natural gas power generation facility by Wolf Summit Energy, LLC, as assignee and successor-in-interest of ESC Harrison County Power.
   Tom Aman from Steptoe and Johnson explained the pilot program and lease agreement. Mr. Aman advised that the project was started in 2015 and placed on hold in 2019. Mr. Aman explained that there is a new developer that is wanting to proceed. Mr. Aman advised that this new developer is in the process of obtaining the proper documents and permits and to give the time needed for that they would like an extension. There was discussion on the amount of acreage and the cost. Hinkle asked if there was an exact acreage amount within the option agreement. Mr. Aman advised that there is a plat attached to the agreement. Michael Gain, former owner of Harrison Recycling Center, Chris Callas, Jackson Kelly in Charleston, David Arnold and Elizabeth Garrett from GE were also present. Mr. Callas, representing Wolf Summit Energy LLC, gave an overview of what has taken place to date. Mr. Arnold from GE spoke on the documentation that they are trying to obtain regarding the project. Commissioner Trecost spoke on his gratitude and excitement for this project coming to Harrison County. There was discussion of the Harrison County Development Authority coming to the Commission quarterly with updates on the project. There was also discussion on Wolf Summit Energy LLC coming to the Commission with the updates rather than the Development Authority. Tom Aman, Steptoe and Johnson, and Trey Simmerman, County Attorney, advised that they feel that the update should come to the Commission from Wolf

Summit Energy LLC. Commissioner Trecost would like Wolf Summit Energy LLC to report the updates to the Development Authority and then the Development Authority can come before the Commission and present the updates. Trecost moved to approve the resolution with Wolf Summit Energy LLC coming to the Commission and the Development Authority with quarterly updates. Commission concurred.

2. Consideration of Approval of Project Fund Requisitions for the Payment of Costs Associated with the Project Fund Agreement for Payment of Cost Associated with the Master Equipment Lease for Cruisers, 08-10-2022, between Harrison County Commission and Country Roads Leasing, LLC:
   A. Requisition for Payment --- Statewide Lincoln Ford --- $ 578,710.00

   Laura Pysz-Laulis spoke on a typographical error and advised that the correct amount is $576,214.00. Hinkle moved to approve. Commission concurred.

3. Review – Discuss – Consider Purchase Requisitions
   A. Vendor Requisition List of Payments

   Hinkle moved to approve. Commission concurred.

Commissioner Hinkle moved to adjourn. Commission concurred.

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

_____ _____

Susan Thomas, President Date

DRAFT

4-B

At the regular meeting of the County Commission of Harrison County held on Wednesday April 5, 2023, Commissioners Susan Thomas, David Hinkle and Patsy Trecost II were present. Also present were Laura Pysz-Laulis, County Administrator, and John Spires, County Clerk. Commissioner Thomas opened the meeting and Commissioner Trecost said a prayer and led those present in the Pledge of Allegiance to the Flag.

2. Consent Agenda: Hinkle moved to approve. Commission concurred.
3. Payroll Change Notices: Trecost moved to approve A through F. Commission concurred.
   A. Tiara Snyder --- New Hire --- Circuit Clerk --- Effective 4-10-2023
   B. Dixon Pruitt --- Retirement --- Law Enforcement --- Effective 3/31/2023
   C. Brooklynne Russell --- New Hire --- Assessor's Office --- Effective
   D. Jason Sheff --- Leave Without Pay --- 911 --- Effective 03-27-2023
   E. Christy Mundell --- New Hire --- Animal Control --- Effective 4-10-2023
   F. Alexis Ervin --- New Hire --- Part-time Kennel Technician --- Animal Control – -- Effective 4-10-2023
4. Minutes and /or Amended Minutes of Previous Meeting: Hinkle moved to approve items A through E as presented.
   A. Special Meeting Minutes – 03-08-2023
   B. Special Meeting Minutes – 03-20-2023
   C. Special Meeting Minutes – 03-24-2023
   D. Regular Meeting Minutes – 03-08-2023
   E. Regular Meeting Minutes – 03-22-2023
5. Requisitions --- Purchase Orders --- Invoices: Commissioner Hinkle asked about fuel purchase and potential taxes. Hinkle moved to approve with the exception of requisition number 43492 and verify fuel bills. Commission concurred.
   A. Vendor Requisition List of Payments
6. Exonerations --- Corrective Tickets --- Joint Property Application: Trecost moved to approve A and B. Commission concurred.
   A. Exonerations --- Exhibit A
   B. Corrective Tickets – Exhibit B

9:05 A.M. --- Estate of David Lee Maxwell --- Hearing to Accept Copy of Will in Place of Lost Original: Bradley Mayle, petitioner, explained that the will is possibly in a safety deposit box and he is unable to get into it unless he is appointed administrator. Mr. Mayle advised that they have obtained a copy of the will and would like it to be accepted in place of the lost original. Trecost moved to appoint Bradley Mayle and accept the copy of will. Commission concurred. The County Clerk's office will prepare the order.

1. Public Comment Period: NONE
7. Consideration of Approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements:
   A. Requisition for Payment No.67 --- MuniCap & UMB Bank --- $ 6,353.00
   B. Requisition for Payment No.23 --- MuniCap --- $ 100.00
   C. Requisition for Payment No. (04/05/23) --- MuniCap & UMB Bank $1,966.83

   Trecost moved to approve 7 A through C. Commission concurred.
8. Review – Discuss - Consider GSA Update --- (Potential Executive Session Pursuant to 6-9A-4(b)(9) to Consider Matters Involving or Affecting the Purchase, Sale or Lease of Property, Advance Construction Planning, the investment of Public Funds or Other Matters Involving Commercial Competition, which if Made Public, Might Adversely Affect the Financial or Other Interest of The County: Laura Pysz-Laulis gave an update on the Fire Marshall. Commissioner Hinkle asked about elevators and office furniture.
9. Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission: (NONE)

9:10 A.M. --- Public Hearing Property Maintenance Ordinance – Second Reading: Commissioner Thomas opened the public hearing for the second reading of the Property maintenance Ordinance. There was no one present to speak for or against. Commissioner Thomas closed the public hearing. Trecost moved to make the second reading part of the record and proceed to the third reading. Commission concurred.

10. Review – Discuss – Consider Letter of resignation and appointment of board member From Summit Park PSD: Trecost moved to approve as read. Commission concurred.
    A. Letter of resignation – Ronald Johnson – Effective – 04-10-2023
    B. Appointment of Laetitia Clutter to fill the vacancy of Mr. Johnson's Term Ending 09-19-2028 – Effective – 04-13-2023
11. Review – Discuss – Consider Letter of resignation for Teresa Basnett from the Bingamon PSD Board – Effective 03-31-2023: Trecost moved to approve. Commission concurred.
12. Review – Discuss – Consider Accepting Michael Jenkins resignation from the Harrison County Development Corporation: Trecost moved to approve. Commission concurred.

13. Review – Discuss – Consider Appoint Susan Thomas to the Harrison County Development Corporation: Trecost moved to approve. Commission concurred. Commissioner Hinkle welcomed Commissioner Thomas to the board.

9:15 A.M. --- Public Hearing – Nuisance Complaint – William Ramsey – Junkins Ave. --- Adamston: William Ramsey appeared. Commissioner Thomas swore in Mr. Ramsey. Charlotte Shaffer, Director of Planning Department, summarized issues. Mr. Ramsey gave his side of the story. Trecost moved to send this to Circuit Court after two weeks if an agreement is not met. Commission concurred.

14. Review – Discuss – Consider the appointment of Chad Edwards to the Harrison County Development Authority Board for a Term of Three Years as Shinnston's Representative: Trecost moved to approve. Commission concurred.
15. Review - Discuss – Consider the appointment of Lexie Mayfield to the Harrison County Development Authority Board for a Term of Three Years as Lumberport's Representative: Trecost moved to approve. Commission concurred.
16. Review – Discuss – Consider Approval of Transfer of Sick Time per Approved Policy for:
    A. Bradley Pickens 168 Hours from Braxton County
    B. Shane Richardson 363.50 Hours from Town of Nutter Fort

    Trecost moved to approve A and B. Commissioner Trecost advised the County Administrator to get with the County Attorney and see what option there is to stop this. Commission concurred.
17. Review - Discuss - Consider Request for Change Order #46 F&I (4) wall packs for 1st floor in the Community Corrections side of GSA: Laura Pysz-Laulis explained the change order. Trecost moved to approve. Commission concurred.
18. Review – Discuss – Consider Request to Travel Dennis Burner and Whitney Newlon – Animal Control -- 04-20-2023 – CAET Continuing Education Program – Stonewall Resort Roanoke, WV: Trecost moved to approve. Commission concurred.
19. Review – Discuss – Consider Request to Travel Wayne Worth – Harrison County Community Corrections, Day Report Center – May 3rd and May 4th, 2023 – 2023 Spring CE Conference for Social Workers – Charleston Civic Center – Charleston, WV: Trecost moved to approve. Commission concurred.
20. Review – Discuss – Consider The Community Development Block Grant CARES Act (CV-CDBG) program provides grants to states, insular areas, and local governments to prevent, prepare for, and respond to the spread of COVID-19 – Budget Amendment 02 Increases previously budgeted amount for Public Rental Assistance: Hinkle moved to approve. Commission concurred.
21. Review – Discuss – Consider The Community Development Block Grant CARES Act (CV-CDBG) program provides grants to states, insular areas, and local governments to prevent, prepare for, and respond to the spread of COVID-19 – Request for Payment 02 the County's request for reimbursement of funds they have distributed to Central WV Community Action: Trecost moved to approve. Commission concurred.

9:25 A.M. --- Public Hearing – Nuisance Complaint – Alice Collins – Quiet Dell: Commissioner Thomas opened the public hearing. Commissioner Thomas swore in those that will be testifying. Charlotte Shaffer gave an update on the property involved in the nuisance complaint. Alice Collins spoke on what has taken place with the property and advised that this property is currently in an estate. Trecost moved to give them until June 28th meeting. Commission concurred.

9:30 A.M. --- Funding Request --- West Fork Conservation District – Jim Roy/Bill Coffindaffer Operation & Maintenance of Watershed Dams: Bill Coffindaffer spoke on the funding request. Trecost moved to approve in the amount of $8,000.00. Commission concurred.

22. Review – Discuss – Consider changing the name of Badger Pond Lane to Smokey Mountain Road: Laura Pysz-Laulis advised that this only effects one residence and they are making the request. Trecost moved to approve. Commission concurred.
23. Review – Discuss – Consider Parking Lots behind Courthouse acquisition (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 Public, Might Adversely Affect the Financial or Other Interest of The County: Hinkle moved to enter into executive session pursuant to 6-9A-4 (b) (9). Commissioner Thomas and Commissioner Hinkle voted in favor. Commissioner Trecost voted against. Motion carried.
    Trecost moved to enter into regular session. Commission concurred. Trecost moved to allow the County Administrator to negotiate with the current owners of the parking lot. Commission concurred.
24. Review – Discuss – Consider Order to dissolve Park Board: Hinkle moved to approve the resolution to dissolve the Park and Recreation Board and create a Parks and Recreation under the County Commission effective May 31, 2023. Commissioner Thomas and Commissioner Hinkle voted in favor. Commissioner Trecost voted against. Motion carried.
25. Review – Discuss – Consider Harrison County Building Commission leasing, renting or Permitting the use of the 3rd Floor of the GSA to/by nonprofit organizations, state Agencies or instrumentalities, or other third-party entities, pursuant to, for example, W. VA Code Sections 7-1-3k, 7-1-3hh: There was discussion of this matter going through the building Commission. Trecost moved to approve leasing to a nonprofit organization as stated in the agenda item and have the County Administrator to hire a leasing agent representing the County Commission to generate revenue to pay down debt. There was discussion of different offices moving versus not moving. Commissioner Trecost voted in favor. Commissioner Thomas and Commissioner Hinkle voted against. Motion failed.
26. Administrator's Report: Laura Pysz-Laulis asked if Michelle Tonkin from the Grant Department to give an update on ARPA funds quarterly. Ms. Tonkin gave an update. Ms. Pysz-Laulis gave an update on the project going on in the basement of the Courthouse.

27. Commissioner Comments – Questions: Commissioner Trecost would like to start holding funds when a structure burns. Commissioner Hinkle would like to look at possibly selling the County Garage and then leasing a portion of it back. Commissioner Hinkle advised that construction on the new terminal at the airport is moving along.

Trecost moved to adjourn. Commission concurred.

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

_____ _____

Susan Thomas, President Date

DRAFT

5-A

Lake Floyd Public Service District
IJDC Project #2021S-2036
REQUISITION #04

Payee	Harrison County Commission ARPA Funds	West Virginia Economic Enhancement Grant	IJDC District 1 Grant	Total
	$1,168,312.00	*$500,000.00*	*$500,000.00*	*$2,168,312.00*
Construction				$ -
Contract 1	$ -	$ -	$ -	
a. Construction Contingency	$ -	$ -	$ -	
Engineering-*(The Thrasher Group, Inc.)*				$ -
Bidding & Negotiation	$ -	$ -	$ -	
Construction Management	$ -	$ -	$ -	
RPR/Services	$ -	$ -	$ -	
Special Services				
	$ -	$ -	$ -	
	$ -	$ -	$ -	
	$ -	$ -	$ -	
	$ -	$ -	$ -	
	$ -	$ -	$ -	
Administration-*(Region VI PDC)*				$ -
Invoice #	$ -	$ -	$ -	
	$ -	$ -	$ -	
Accounting-*(Bennett & Dobbins)*				$ -
	$ -	$ -	$ -	
	$ -	$ -	$ -	
Legal-*(Glover Legal)*				$ -
	$ -	$ -	$ -	
Miscellaneous				$ 1,750.00
Rodeheaver Group-Tax Prep	$ 1,750.00	$ -	$ -	
	$ -	$ -	$ -	
TOTAL THIS REQUEST	**$ 1,750.00**	**$ -**	**$ -**	**$ 1,750.00**
PRIOR REQUEST	$ 208,349.77	$ -	$ 85,263.37	$ 293,613.14
TOTAL REQUESTED TO DATE	$ 210,099.77	$ -	$ 85,263.37	$ 295,363.14
REMAINING FUNDS	$ 958,212.23	$ 500,000.00	$ 414,736.63	$ 1,872,948.86

Submitted By: Seth DeVault, Project Administrator **Date:** 04/05/2023

RESOLUTION

WHEREAS, the Lake Floyd PSD has reviewed the attached invoices in relation to its sewer system improvements project and finds as follows:

1. That none of the items for which payment is proposed under this requisition has formed the basis for any disbursement heretofore made.
2. That each item for which the payment is proposed to be made is or was necessary in connection with the Project and constitutes a cost of the Project.
3. That each of such costs has been otherwise properly incurred; and
4. That payment for each of the items proposed is then due and owing.

NOW, THEREFORE, BE IT RESOLVED by the Lake Floyd PSD that payment of the attached invoices as summarized above is hereby authorized and directed for payment.

APPROVED by the Lake Floyd Public Service District on the 5th day of April 2023.

By: _____

Steve R. Turner, Chairman

THE RODEHEAVER GROUP, P.C.

6000 THAYER CENTER
OAKLAND, MD 21550
301-334-3127

Lake Floyd PSD
c/o Steve Turner
2200 Lake Floyd Circle
Bristol, WV 26426

Invoice No. 137033
Date 02/22/2023
Client No. 12006

SERVICE

Services related to the audit of the accounting records for years ended June 30, 2018 - 2022. Services include but not limited to:

- Audit bid preparation
- Completion of the Uniform Contract to Audit
- Audit Proposal Score Sheet for State Auditor
- Gathering and organizing documents for auditor
- Delivering and picking up documents to/from auditor

Current Amount Due $ 1,750.00

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
3,262.54	0.00	1,650.00	0.00	0.00	4,912.54

We accept credit card and ACH payments on our website at **www.rgroupcpa.com.**
A 3% processing fee will be applied to your credit card payment.

Please visit our Facebook page for firm updates **@RGroupCPA**

Thank you for your business!

5-B

Date of Meeting	April 19, 2023	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
42282	Emcor Services	HVAC /Park & Rec. Complex			$1,642.38				
43451	James & Law	Supplies/Park & Rec.			$41.52				
43454	JT Martin	Fire Inspection/Parks & Rec			$181.79				
43459	Harrison Health Dept	Food Permit /Parks&REC			$500.00				
43462	Mid Atlantic	Food /Park & Rec			$244.31				
43503	lowes	Supplies/Park & Rec.			$128.80				
43507	Amtower Auto Parts	Parts /Co. Garage	$474.30						
43508	State Electric	Lightbulbs / 911 Center			$137.52				
43509	State Electric	Lightbulbs / 911 Center			$212.65				
43511	Appalachian Tire	Restock /Garage	$2,400.20						
43512	Advance Auto Parts	Parts /Co. Garage	$84.49						
43513	Advance Auto Parts	Parts /Co. Garage	$82.98						
43514	Fisher Auto	Parts /Co. Garage	$78.44						
43515	Whaley Distributing	Supplies/Co. Garage	$127.63						
43517	Harry Green	Alignment/Co. Garage	$121.00						
43518	Whaley Distributing	Supplies/Co. Garage	$85.70						
43519	Chenoweth Ford	Parts /Co. Garage	$1,405.94						
43521	Chenoweth Ford	Parts /Co. Garage	$233.74						
43522	Leonard Aluminum	Parts /Co. Garage	$299.99						
43523	Advantage Technology	Watchguard Basic	$539.26						
43525	Amtower Auto Parts	Compressor/Co.Garage	$338.00						
43528	Enviroclean	General Cleaning/Courthouse	$11,750.00						
43529	Waste Management	Waste Collection	$121.12						
43530	Waste Management	Waste Collection	$909.63						
43531	Mon Power	Quiet Dell School	$99.25						
43532	Mon Power	Quiet Dell School	$5.65						
43533	Donna Stuart	Milage Reimbursement	$34.72						
43534	Mon Power	Park & Rec. Complex			$1,233.86				
43535	Frontier	Park & Rec. Complex			$260.30				
43537	Mon Power	Spelter Ballfield			$26.56				
43538	MCM Business System	Copier Rental/Parks & Rec.			$301.95				
43539	Waste Management	Waste Collection/ 911			$191.03				
43540	Frontier	Voice/Data Circuit Access/911		$1,638.89					
43541	Anmoore EMS	March Allotment 2023			$8,317.90				
43542	Harrison County EMS	March Allotment 2023			$19,377.35				
43543	Bridgeport Fire Department/EMS	March Allotment 2023			$4,606.55				
43544	Nutter Fort VFD	March Allotment 2023			$1,081.70				
43545	City of Salem	March Allotment 2023			$1,846.35				
43546	LeAnn Shuck	Employee Wellness Reimbursement	$21.40						
43547	AT&T Mobility	Service Pros. Atty	$136.59						
43548	APCO International	Re-Certification/L. Russell		$30.00					

43550	MVB Bank	609 W. Main St.	$6,222.12						
43551	APCO International	Re-Certification/R.Vance		$30.00					
43552	APCO International	Re-Certification/R.Vance		$30.00					
43553	James & Law	Chair Repairs / 911 Center		$75.00					
43554	Harrison County Bank	Airport Property Payment	$34,395.48						
43555	West Union Bank	Cruiser Lease Payment	$8,023.45						
43556	Exponent Telegram	Legal Ads/County Commission	$77.99						
43557	City of Bridgeport	Water Service / 911		$239.88					
43558	City of Shinnstion	Water Service/Animal Control			$55.15				
43559	Scalise Industries	Monthly Maintenance Agreement	$1,115.00						
43560	Mon Power	Public Safety Building	$1,313.64						
43561	Toshiba Financial	Copier Rental/County Clerk	$99.26						
43562	Enviroclean	General Cleaning/Courthouse	$11,750.00						
43563	The Water Shop	Service Various Locations	$63.00						
43564	The Water Shop	Service Various Locations	$164.23						
43565	MCM Business System	Copier Rental/Pros. Atty	$498.30						
43566	Aspen Technology	General Maintenance	$941.00						
43568	APCO International	Re-Certification/ N. McDaniel		$30.00					
43569	Trapuzzano's Uniforms	Uniform Supplies/L.E.	$2,121.50						
43570	Truist Bank	Tactical Gear/L.E.	$89.93						
43571	Optimum	Internet/ L.E.	$156.10						
43573	Best Notes	Monthly Subscription/Comm.Corr				$513.88			
43574	Alere Toxicology Services	Supplies/Comm.Correction				$14,085.75			
43575	Lowe' Home Center	Supplies/Comm.Correction				$43.80			
43578	APCO International	Re-Certification/R.Vance		$30.00					
43579	APCO International	Re-Certification/T. Vance		$30.00					
43580	TLG Printing Service	Envelopes / Process Service	$420.00						
43581	WV Regional Jail	Inmate Housing/March 2023	$151,505.00						
43582	Grace Animal Hospital	K-9 Wellness/L.E.	$230.60						
43584	Truist Bank	Supplies/Pros. Atty	$948.58						
43585	Stationers	Office Supplies/Circuit Clerk	$967.73						
43586	Benny's Boot Hill	Safety Toe Shoes/ L.E.	$125.91						
43587	US Bank	Park & Rec. Complex			$202.17				
43588	James & Law	Office Supplies/Park & Rec.			$474.02				
43589	Marsh Hardware & Builder	Supplies/Park & Rec.			$24.74				
43590	Grace Animal Hospital	K-9 Wellness/L.E.	$131.40						
43591	Robin's Perfect Fit	Uniform Patches/Security			$12.00				
43592	Natalie Oliverio	Refund/Pavillion Rental	$100.00						
43593	A-1 Extermiation Co.	Pest Control/Various Location	$173.25						
43594	Brenda Vernon	Milage Reimbursement			$10.48				
43595	City Net	Monthly Recurring Charges	$11,221.99						
43596	Enterprise Sanitation	Waste Collection/Animal Control			$177.92				
43597	Harrison Rural Electric	Service Various Locations		$3,265.14					
43599	West Virginia Paging	Pager/Law Enforcement	$7.00						
43600	Amtower Auto Parts	Annual Trac Rental/Co. Garage	$3,288.00						
43601	Thomson Reuters - West	Online/ Software Subscription	$517.31						

43602	Tractor Supply	Supplies/Animal Control			$385.86				
43603	The Thrasher Group	Harrison Co.Rail Trail Eng. Of Record	$1,519.38						
43605	UniFirst Corporation	Carpet Runner Rental/Courthouse	$1,197.46						
43606	U S Bank	Various Charges	$10,034.50						
43607	West Fork Conservation District	Special Funding					$8,000.00		
43608	West Virginia Paging	Magistrates							$81.00
43609	University Health Associates	Professional Services	$7,512.00					$43,595.00	
43611	Lake Floyd PSD	Sewer Improvements						$1,750.00	
43615	Sandy's True Value	Supplies/Park & Rec.			$117.95				
43616	Ace Aggregates	Gravel/Summit Park			$5,004.98				
43617	Software Systems	Level 2 & 3 Maintenance	$2,001.57						
43618	The Arc of Harrison Co.	Plaza Cleaning Service	$500.00						
43619	Pace Enterprise of WV	Paper Shredding Service	$322.35						
43620	State Electric	Supplies/GSA Building	$67.74						
43621	Sandy's True Value	Maintenance Supplies/Courthouse	$4.29						
43622	Xerox Corporation	Copier Rental/County Clerk	$158.48						
43623	U S Cellular	Cellular Account	$5,355.82						
43624	U S Cellular	Cellular Account			$489.08				
43625	Stationers	Business Cards/Circuit Clerk	$192.00						
43626	WV Board of Veterinary Medicine	Re-Certifications/Animal Control			$100.00				
43627	Cleveland Brother	Mini Excavator/Maint. Dept.	$32.25						
43629	Stationers	40 Cases of 8.5 X 11 Copy Paper	$1,679.60						
43630	Grace Animal Hospital	K-9 Wellness/L.E.	$125.40						
43631	Zarc Intl Inc.	Cap Stun Spry / Holders / L.E.	$230.24						
43632	Trapuzzano's Uniforms	Uniform Stripes/Law Enforcement	$385.00						
43633	Skasiks Cleaners	Dry Cleaning/Law Enforcement	$651.55						
43634	Skasiks Cleaners	Dry Cleaning/Process Server	$74.40						
43635	Lowe' Home Center	Supplies/ 911 Center			$94.99				
43636	Skasiks Cleaners	Dry Cleaning/Courthuse Security			$251.20				
43637	U S Bank	Supplies/ Comm. Correction				$452.10			
43638	Sandy's True Value	Maintenance Supplies/Courthouse	$8.97						
43639	Hazelden Publishing	Supplies/Comm.Correction				$135.48			
43641	Ace Aggregates	Gravel/Summit Park	$1,356.47						
43642	Hart Office Solution	Copier Rental	$201.62						
43643	Staples	Supplies/Comm.Correction				$262.51			
43644	R.D. Wilson	Supplies/Comm.Correction				$69.42			
43647	Advantage Technology	Watchguard/Courthouse	$13,843.13						
43649	Div. of WV Justice & Comm. Serv.	LS/CMI Usage/Comm. Corr				$16.00			
43650	OpAns, LLC	Lab Confirmation/Comm. Corr				$2,200.00			
43651	Hart Office Solution	Copier Rental/County Clerk	$143.48						
43652	Hope Gas	Courthoue/Annex	$4,634.39						
43653	Hope Gas	633 W. Pike St	$658.07						
43654	Clarksburg Water Board	Courthouse /Annex	$266.81						
43656	Clarksburg Water Board	609 W. Main St.	$187.03						
43657	Clarksburg Water Board	Extension Office	$82.87						
43658	Mon Power	Grafton Tower/911		$452.14					

43660	Clarksburg Water Board	Courthouse /Annex	$221.57						
43661	Clarksburg Water Board	Courthuse	$657.94						
43662	State Fire Marshall	Renewal of License	$50.00						
43668	Deteachem	Supplies/Comm.Correction				$199.00			
43669	Tara Perri	Witness Reimbursement	$13.16						
43670	William Walker	Milage Reimbursement	$44.02						
43671	John Madia	Milage Reimbursement	$44.02						
43672	Unisafe	Supplies/Comm.Correction				$1,068.90			
43673	Alchol Monitoring	Daily Monitoring/Comm.Corr				$1,319.70			
43674	Richard Southall	Reimbursement				$208.19			
43675	West Virginia DMV	DUI Classes/Comm.Corr				$2,125.00			
43683	Truist Bank	Water Service /Tax Office	$105.22						
Community Impprove	Shinnston Tower Fund	Reimbursement							$53,000.00
Extension Office	John Wickline	Travel Reimbursement/January -March	$437.81						
County Clerk	Uline	Office Supplies	$1,688.94						
County Clerk	Compiled Technology	Backup Service	$4,200.00						
County Clerk	The Water Shop	Water Service	$42.00						
County Clerk	Casto & Harris	Voting Supplies	$667.00						
			$317,616.35	$5,851.05	$47,733.06	$22,699.73	$8,000.00	$45,345.00	$53,081.00
					Grand Total :	$500,326.19			

6-A

Exhibit A Exonerations	Amount
PP - 306 Sondericker, Adam & Jennifer	$650.78
RE - 381 Morgan T Development LLC	$745.04
TOTAL:	$1,395.82

EXONERATIONS

RE 281

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Real Estate

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

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

On the 19th day of April, 2023 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **MORGAN T DEVELOPMENT LLC** whose address is, 3248 MOYERS RD BRUCETON MILLS, WV 26525, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **24240** on **1 LOT (.66 AC) STORM BASIN 1 BRIDGEPORT HEIGHTS S-D**, Class **3/4** in **SIMPSON-BRIDGEPORT**, Harrison County, West Virginia, which should have been assessed at **0**, Class **3/4** in and for the year **2022**, resulting in a difference in assessed value of **24240**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2022**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned property was erroneously taxable when in fact it is a "Storm Basin" and should be tax exempt. Exonerate a value of 2420 at a Class 4 rate of levy to correct the overcharge. ***CANCEL TICKET***

District: **16 - SIMPSON-BRIDGEPORT**
Account No. **6980268**
Ticket No. **57160**
Tax Year **2022**

Amount Exonerated: $ 745.04

_____ PRESENT: _____

Prosecuting Attorney APPROVED: President, County Commission

(or)

_____

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

_____ _____

ATTEST: County Clerk

ASSESSOR

_____

PP 306

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Personal Property

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

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

On the 19th day of April, 2023 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **SONDERICKER ADAM & JENNIFER** whose address is, 1006 SUDS RUN RD MOUNT CLARE, WV 26408, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **49845** on **2009 Toyota Rav**, Class **3/4** in **ELK**, Harrison County, West Virginia, which should have been assessed at **21900**, Class **3/4** in and for the year **2021**, resulting in a difference in assessed value of **27945**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2021**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned taxpayer in error was assessed at an incorrect value on the 2009 Toyota. Exonerate a value of 27945 at a class rate of levy to correct the overcharge. Please correct vehicle description to 09 Toyo Rav4 (3105).

District: **11 - ELK**
Account No. **2320544**
Ticket No. **1100000041**
Tax Year **2021**

Amount Exonerated: $650.78

PRESENT: Prosecuting Attorney
(or)
PRESENT: Tax Commissioner

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR Joseph R Romeo

7-A

REQUISITION FOR PAYMENT FROM SERIES 2021 B BONDS PROJECT FUND

$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. 3

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"), and High Tech Corridor Development, LLC, a West Virginia limited liability company (the "Developer") by their duly Authorized Officers, hereby certify, in connection with this Requisition for Payment from Series 2021 B Bonds Project Fund (the "Requisition") under an Indenture of Trust for the above captioned Bonds (the "Series 2021 B Bonds"), dated as of May 25, 2021 (the "Indenture") between the Issuer and United Bank, Inc., as trustee thereunder (the "Trustee") and a Development Agreement (the "Development Agreement), dated May 25, 2021, by and 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 Indenture and in the Development Agreement.

2. The amount requested to be disbursed by this Requisition: (a) is a portion of the Costs of the Project authorized for funding under the Indenture and Development Agreement; (b) includes only payments for work, materials, equipment and other costs that constitute capital costs of the Phase II TIF Project which have been incurred and remain unpaid; and (c) is an authorized expenditure under Amended Project Plan No. 2 for the TIF District and the Act.

3. The total amount requested to be disbursed pursuant to this Requisition is $ 575,459.45. As set forth in **Schedule I** attached hereto, of the total amount of such disbursement:

(a) $ 575,459.45 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 Issuer or the Developer; and

(b) $_____ is to be paid to a third party payee that is not affiliated with the Issuer or the Developer (including any mortgagee or trust deed beneficiary, contractor or supplier of materials) or on a joint basis to the Issuer or the Developer and such a third party payee with respect to an expense previously incurred.

4. The Trustee is directed to forward this Requisition to the Series B Purchaser and, upon receipt of requested funds from the Series B Purchaser and the deposit of such funds by the Trustee into the Series 2021 B Bonds Project Fund to thereafter disburse from the Series 2021 B Bonds Project Fund to the parties and in the amounts indicated in this Requisition.

In either event, the amounts set forth herein and in **Schedule I** attached hereto are supported by the attached copies of invoices or statements.

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer and by the Developer by their duly Authorized Officers this 19th of April, 2023.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

HIGH TECH CORRIDOR DEVELOPMENT, LLC as Developer

By: _____
Its Manager

RESIDENT PROJECT REPRESENTATIVE'S CERTIFICATE

H WOOD THRASHER MANAGER, as Resident Project Representative for the Phase II TIF Project, hereby certifies that the portion of the Phase II TIF Project for which payment is requested hereby has been constructed in accordance with the plans and specifications therefore, that payment is now due and owing for such costs, and that such costs have not been the subject of a previous requisition by the Issuer and the Developer.

H. WOOD THRASHER
RESIDENT PROJECT REPRESENTATIVE

By: _____
Name: H. WOOD THRASHER
Title: MANAGER

Schedule I
to Requisition

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Total Amount of disbursement pursuant to this Requisition: $ 458,968.74

(2) Reimbursement to the Developer:

	Vendor	Description of Expense	Date of Payment	Amount
1.				
2.		SEE ATTACHED SCHEDULE		
3.				
TOTAL				$ 575,459.45

(3) Payment to third party payees:

	Vendor	Description of Expense	Amount	Payee Name(s)/ Address(es)
1.				
2.				
3.				
TOTAL			$	

The items listed for reimbursement to the Developer or the Issuer or payment to third party payees are supported by attached copies of invoices or statements.

Schedule I
to Requisition
(continued)

Copies of Invoices or Statements
(Attached)

High Tech Corridor Development, LLC
Developer Reimbursements
Schedule I
Payment Application 3

Vendor	Description	Date of Payment	Amount	
The Thrasher Group	Administration, Inspection and Materials Progress Billing-Invoice 1027267	3/17/2023	36,049.85	Paid by Clear Mt ck 2890
Citynet	Material and Labor for Relocation of Strand and Fiber in Phase 2-Invoice 2538417	3/17/2023	6,412.51	Paid by Clear Mt ck 2889
The Thrasher Group	Mitigation - Invoice 1027304		1,360.49	Paid by Clear Mt ck 2925
Doss Enterprises	Pay App 2		531,636.60	Paid by Clear Mt ck 2926
			$ 575,459.45	

THRASHER

ARCHITECTURE | ENGINEERING | FIELD SERVICES

The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

HIGH TECH CORRIDOR DEVELOPMENT LLC
P.O. BOX 940
BRIDGEPORT, WV 26302-1532

March 14, 2023
Project No: T30-11114.00
Invoice No: 1027267

PHASE 2 TIF

Invoice Total **$36,049.85**

Project T30-11114.00 White Oaks Phase II-A

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Site Design	61,000.00	100.00	61,000.00	61,000.00	0.00
Bidding	10,000.00	100.00	10,000.00	10,000.00	0.00
Construction Administration	12,000.00	30.00	3,600.00	0.00	3,600.00
Geotechnical Investigation	9,000.00	100.00	9,000.00	9,000.00	0.00
Inspection and Materials Testing	102,000.00	31.8136	32,449.85	0.00	32,449.85
Total Fee	194,000.00		116,049.85	80,000.00	36,049.85
	Total Fee				**36,049.85**
			Total this Phase		**$36,049.85**
			Total this Invoice		**$36,049.85**

Project Manager RICHARD HOVATTER

Billing Backup

The Thrasher Group Inc.

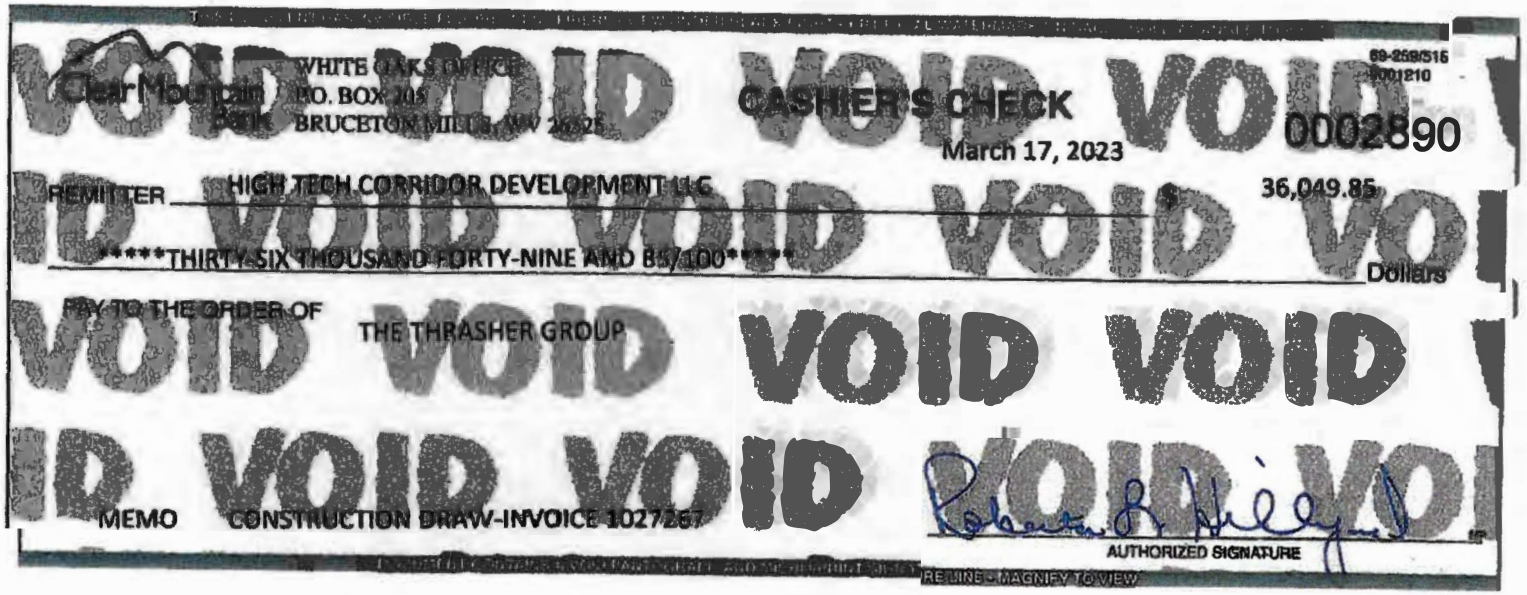
Project T30-11114.00 White Oaks Phase II-A

Phase 403 Inspection and Material Testing

Professional Personnel

		Hours	Rate	
TALLMAN, CHRISTIAN	1/10/2023	2.00	80.00	160.00
WOODALL, MIKL	1/10/2023	2.00	172.50	345.00
TALLMAN, CHRISTIAN	1/12/2023	10.00	80.00	800.00
TALLMAN, CHRISTIAN	1/13/2023	5.00	80.00	400.00
WOODALL, MIKL	1/13/2023	1.00	172.50	172.50
TALLMAN, CHRISTIAN	1/16/2023	11.00	80.00	880.00
TALLMAN, CHRISTIAN	1/17/2023	11.00	80.00	880.00
TALLMAN, CHRISTIAN	1/18/2023	11.00	80.00	880.00
TALLMAN, CHRISTIAN	1/19/2023	11.00	80.00	880.00
TALLMAN, CHRISTIAN	1/20/2023	11.00	80.00	880.00
TALLMAN, CHRISTIAN	1/23/2023	8.00	80.00	640.00
TALLMAN, CHRISTIAN	1/24/2023	11.00	80.00	880.00
TALLMAN, CHRISTIAN	1/25/2023	5.00	80.00	400.00
TALLMAN, CHRISTIAN	1/26/2023	11.00	80.00	880.00
TALLMAN, CHRISTIAN	1/27/2023	11.00	80.00	880.00
GEBHARDT, AXEL	1/28/2023	9.50	80.00	760.00
TALLMAN, CHRISTIAN	1/30/2023	9.00	80.00	720.00
WOODALL, MIKL	1/30/2023	1.00	172.50	172.50
TALLMAN, CHRISTIAN	1/31/2023	8.00	80.00	640.00
TALLMAN, CHRISTIAN	2/1/2023	11.00	80.00	880.00
TALLMAN, CHRISTIAN	2/2/2023	12.00	80.00	960.00
WOODALL, MIKL	2/2/2023	2.00	172.50	345.00
TALLMAN, CHRISTIAN	2/3/2023	11.00	80.00	880.00
WOODALL, MIKL	2/3/2023	1.00	172.50	172.50
TALLMAN, CHRISTIAN	2/4/2023	8.00	80.00	640.00
TALLMAN, CHRISTIAN	2/6/2023	10.00	80.00	800.00
WOODALL, MIKL	2/6/2023	2.00	172.50	345.00
TALLMAN, CHRISTIAN	2/7/2023	10.00	80.00	800.00
TALLMAN, CHRISTIAN	2/8/2023	10.00	80.00	800.00
TALLMAN, CHRISTIAN	2/9/2023	10.00	80.00	800.00
TALLMAN, CHRISTIAN	2/10/2023	10.00	80.00	800.00
WOODALL, MIKL	2/10/2023	7.00	172.50	1,207.50
TALLMAN, CHRISTIAN	2/13/2023	10.00	80.00	800.00
TALLMAN, CHRISTIAN	2/14/2023	10.00	80.00	800.00
WOODALL, MIKL	2/14/2023	3.00	172.50	517.50
TALLMAN, CHRISTIAN	2/15/2023	10.00	80.00	800.00
WOODALL, MIKL	2/15/2023	1.00	172.50	172.50
TALLMAN, CHRISTIAN	2/17/2023	2.00	80.00	160.00

TALLMAN, CHRISTIAN		2/20/2023	10.50	80.00	840.00	
TALLMAN, CHRISTIAN		2/21/2023	10.50	80.00	840.00	
TALLMAN, CHRISTIAN		2/22/2023	4.00	80.00	320.00	
TALLMAN, CHRISTIAN		2/23/2023	10.50	80.00	840.00	
WOODALL, MIKL		2/23/2023	3.00	172.50	517.50	
TALLMAN, CHRISTIAN		2/24/2023	10.00	80.00	800.00	
TALLMAN, CHRISTIAN		2/27/2023	10.00	80.00	800.00	
TALLMAN, CHRISTIAN		2/28/2023	4.00	80.00	320.00	
TALLMAN, CHRISTIAN		3/1/2023	10.00	80.00	800.00	
TALLMAN, CHRISTIAN		3/2/2023	8.00	80.00	640.00	
TALLMAN, CHRISTIAN		3/3/2023	5.00	80.00	400.00	
	Totals		374.00		32,047.50	
	Total Labor					**32,047.50**
Consultants						
DIRECT BILLABLE OC CONSULTANTS						
AP 1007336	2/28/2023	PINNACLE CONSULTANTS LLC / Coal Tar Wrap sampling from abandoned pipe found on site.			21.40	
	Total Consultants				**21.40**	**21.40**
Reimbursable Expenses						
DIRECT BILLABLE POSTAGE & DELIVERY						
AP 1007075	2/23/2023	FEDEX			31.92	
AP 1007075	2/23/2023	FEDEX			49.03	
	Total Reimbursables				**80.95**	**80.95**
Unit Billing						
STANDARD PROC						
1/30/2023	Work Order ID: BR-23-00133 Date: 1/30/20		1.0 TEST @ 150.00		150.00	
2/28/2023	Work Order ID: BR-23-00275 Date: 2/28/20		1.0 TEST @ 150.00		150.00	
	Total Units				**300.00**	**300.00**
				Total this Phase		**$32,449.85**



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March 17, 2023

HIGH TECH CORRIDOR DEVELOPMENT LLC 36,049.85

*****THIRTY-SIX THOUSAND FORTY-NINE AND 85/100*****

THE THRASHER GROUP

MEMO CONSTRUCTION DRAW-INVOICE 1027267

CITYNET.

Citynet, LLC
100 Citynet Drive
Bridgeport, WV 26330

RETURN SERVICE REQUESTED

Account Number :	**137418**
Invoice Number :	**2538417**
Invoice Date :	**3/7/23**
Invoice Period :	**3/7/23 - 4/6/23**

The Thrasher Group
Richard Hovatter
600 White Oaks Blvd.
P.O. Box 940
Bridgeport, WV 26330

Citynet Online Account Access

View invoices, print, search, and sort long distance detail, change billing information and payment methods, and view all of the resources on your account - all online at Citynet's Online Customer Account Management System. To log on, go to http://www.citynet.net and click on the "Account Manager" link. To obtain or reset your password, call our Customer Support Department 24x7 at 800.903.8906.

Account Summary

Previous Balance :	**$0.01**
Payments/Credits :	**$0.00**
Current Charges Sub Total :	**$6,412.50**
Taxes :	**$0.00**
Surcharges :	**$0.00**
Fees :	**$0.00**
Total Current Charges :	**$6,412.50**
Amount Due :	**$6,412.51**

Payment Due 3/22/23

For Billing Inquiries:
Call : 800.881.2638
Email : billing@citynet.net
Web : www.citynet.net

PHASE 2 TIE

Detach and Return with Payment

Due Date :	**3/22/23**
Account Number :	**137418**
Invoice Number :	**2538417**
Invoice Date :	**3/7/23**
Previous Balance :	**$0.01**
Payments/Credits :	**$0.00**
Current Charges Sub Total :	**$6,412.50**
Tax / Surcharge :	**$0.00**
Fee :	**$0.00**
Total Current Charges :	**$6,412.50**
Amount Due :	**$6,412.51**

Amount Enclosed :_____

CITYNET.

MAKE CHECK PAYABLE/REMIT TO:

Citynet, LLC
100 Citynet Drive
Bridgeport, WV 26330

Citynet, LLC
100 Citynet Drive
Bridgeport, WV 26330

Account Number :	**137418**
Invoice Number :	**2538417**
Invoice Date :	**3/7/23**
Invoice Period :	**3/7/23 - 4/6/23**

Current Activity Summary

Summary of Current Charges

Item	Price	Quantity	Amount
Long Distance, Fees, and Non-Recurring Charges			
Fiber Build *Materials & Labor for the relocation of Strand and Fiber on White Oaks Phase II-A*	$6,412.50	1	$6,412.50
Total Current Charges			**$6,412.50**

Payments Received

Item	Amount
No Payments Received	
Total Payments Received	**$0.00**

Citynet, LLC
100 Citynet Drive
Bridgeport, WV 26330

Account Number :	**137418**
Invoice Number :	**2538417**
Invoice Date :	**3/7/23**
Invoice Period :	**3/7/23 - 4/6/23**

Citynet is pleased to be able to fulfill all of your business telecommunication needs. If you have any questions, comments, or concerns about your service or this invoice, we welcome you to contact our Customer Care Department.

Customer Care Department
800.881.2638
billing@citynet.net
service@citynet.net

Payments
Payment in full of your invoice is required by the due date as shown on your invoice. To avoid late charges as applicable by state law, please remit full payment by the due date shown for proper credit to your account before your next bill cycle.

Please mail your payment stub along with a check or money order to:

Citynet, LLC
100 Citynet Drive
Bridgeport, WV 26330

Billing Disputes
Any billing items, charges, etc. disputed from your monthly invoice should be made in writing within 30 days of the invoice date or the invoice will be considered accurate. Any amount being disputed from your invoice may be withheld from your payment with proper notice of the dispute and the reason. The remainder of your bill is still due by the due date as shown. Once an issue is resolved, any remaining payment is due immediately.

Taxes
Citynet is required by law to charge certain taxes. These items will appear on the first page of your invoice under the Taxes heading. The calculation of these items varies depending on the specific laws under which the item is established. The types, amount, and number of taxes also varies from location to location, depending on taxing jurisdictions. Taxes may be assessed by the Federal Government, State Governments, County Governments, or local (city) governments. If you have any questions on the calculation of these taxes, please contact our customer care department.

- Rate schedules for basic local exchange service are available and will be provided upon request at no cost to the customer.
- "Nondeniable Charges" means charges for basic local service. Delinquiency in payment of deniable charges may result in disconnection of basic local service.
- "Deniable charges" means charges for toll service and unregulated services. Delinquency in payment of nondeniable charges shall not result in disconnection of basic local service.
- Non payment of pay-per-call charges may result in involuntary blocking to the pay-per-call programs.
- Partial payments will be applied first to basic local service and toll charges, then to pay-per-call charges.

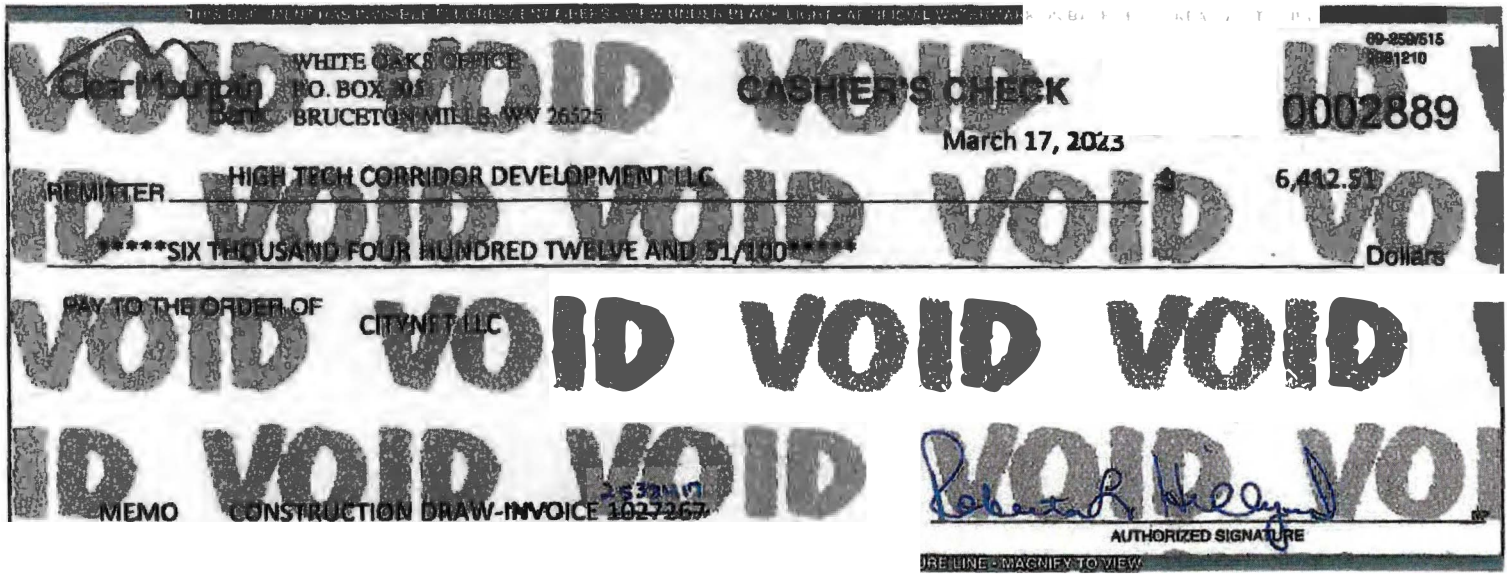
For Ohio Customers
If your questions are not resolved after you have called Citynet, customers may call the public utilities commission of Ohio (PUCO), toll free at 1-800-686-7826 or 1-614-466-3292, or for TDD/TYY toll free at 1-800-686-1570 or 1-614-466-8180, from 8:00 a.m. to 5:00 p.m. weekdays, or visit the PUCO website at www.puco.ohio.gov.

Residential customers may call the consumers' counsel (OCC), toll free at 1-877-742-5622 from 8:30 a.m. to 5:30 p.m. weekdays, or visit the OCC website at www.pickocc.org.

Notice For Ohio Customers
Beginning on September 16, 2011, the prices, service descriptions and the terms and conditions for services other than a primary line provided by Citynet Ohio, LLC will no longer be on file at the Public Utilities Commission of Ohio (PUCO). This modification does not automatically result in a change in the prices, terms, or conditions of those services to which you currently subscribe. Citynet Ohio, LLC must still provide a customer notice at least fifteen days in advance of rate increases, changes in terms and conditions and discontinuance of existing services. Since these services will no longer be on file with the Commission, this means that the agreement reached between the customer and the company will control new services or changes in service. For any new services or changes in service, it will be important that you carefully review and confirm the price, terms and conditions.

If you have any questions about this matter, please call Citynet Ohio, LLC at the toll free number, 800-881-2638, or visit us at http://www.citynet.net.

For Illinois Customers
- Requests to unblock pay-per-call services must be in writing
- Subscribers are required to dispute pay-per-call charges within 60 days after the issue date of such charges to qualify for the one time waiver. Credits resulting from disputed pay-per-call charges that are determined by the local exchange carrier after investigation to have been billed to the wrong telephone number or billed at the incorrect rte shall be considered in error and shall not be considered a waiver.
-Subscribers shall not be billed for pay-per-call services not offered in compliance with all applicable state laws and regulations.



0002889

March 17, 2023

HIGH TECH CORRIDOR DEVELOPMENT LLC 6,412.51

*****SIX THOUSAND FOUR HUNDRED TWELVE AND 51/100*****

CITYNET LLC

MEMO CONSTRUCTION DRAW-INVOICE 1027267

THRASHER

ARCHITECTURE | ENGINEERING | FIELD SERVICES

The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

HIGH TECH CORRIDOR DEVELOPMENT LLC
P.O. BOX 940
BRIDGEPORT, WV 26330

March 16, 2023
Project No: 030-03078.11
Invoice No: 1027304

Invoice Total **$1,360.49**

Project 030-03078.11 HIGH TECH/PERMITTING

EPA ISSUE AND MITIGATION WORK

"ALL TIF"

Phase	403	Mitigation Reporting	
Professional Personnel			**1,360.49**
		Total this Phase	**$1,360.49**
		Total this Invoice	**$1,360.49**

Project Manager HENRY THRASHER

Billing Backup

Thursday, March 16, 2023

The Thrasher Group Inc. Invoice 1027304 Dated 3/16/2023 2:06:17 PM

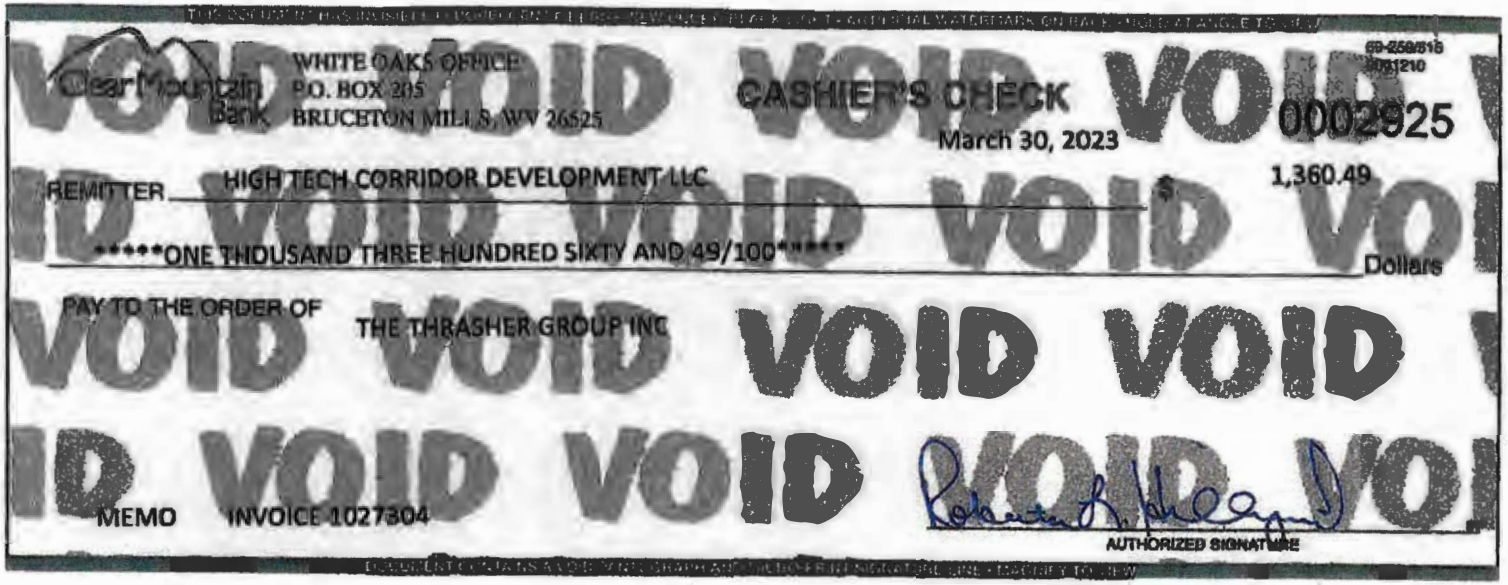
Project 030-03078.11 HIGH TECH/PERMITTING

Phase 403 Mitigation Reporting

Professional Personnel

		Hours	Rate	Amount	
67 - PANASIK, GINA	2/8/2023	2.00	127.82	255.64	
67 - PANASIK, GINA	3/3/2023	2.00	127.82	255.64	
67 - PANASIK, GINA	3/6/2023	3.00	127.82	383.46	
17 - STOLARSKI, ADRIANNA	2/8/2023	1.50	103.50	155.25	
17 - STOLARSKI, ADRIANNA	3/6/2023	1.00	103.50	103.50	
17 - STOLARSKI, ADRIANNA	3/7/2023	2.00	103.50	207.00	
Totals		11.50		1,360.49	
Total Labor					**1,360.49**

Total this Phase	**$1,360.49**
Total this Project	**$1,360.49**
Total this Report	**$1,360.49**



Bear Mountain Bank
WHITE OAKS OFFICE
P.O. BOX 205
BRUCETON MILLS, WV 26525

CASHIER'S CHECK

March 30, 2023

0002925

REMITTER HIGH TECH CORRIDOR DEVELOPMENT LLC

$ 1,360.49

*****ONE THOUSAND THREE HUNDRED SIXTY AND 49/100*****

Dollars

PAY TO THE ORDER OF THE THRASHER GROUP INC

MEMO INVOICE 1027304

AUTHORIZED SIGNATURE

VOID VOID VOID

Contractor's Application for Payment

Owner:	High Tech Corridor Development, LLC	**Owner's Project No.:**	
Engineer:	The Thrasher Group, Inc.	**Engineer's Project No.:**	T30-11114
Contractor:	Doss Enterprises LC	**Contractor's Project No.:**	7000-00223
Project:	White Oaks Phase II A		
Contract:	White Oaks Business Park Phase II A		
Application No.:	002	**Application Date:**	2/27/2023
Application Period:	From 2/1/2023	to	2/28/2023

1. Original Contract Price	$	2,851,782.70
2. Net change by Change Orders	$	-
3. Current Contract Price (Line 1 + Line 2)	$	2,851,782.70
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	$	904,059.50
5. Retainage		
a. 10% X $ 904,059.50 Work Completed	$	90,405.95
b. 10% X $ 42,157.50 Stored Materials	$	4,215.75
c. Total Retainage (Line 5.a + Line 5.b)	$	94,621.70
6. Amount eligible to date (Line 4 - Line 5.c)	$	809,437.80
7. Less previous payments (Line 6 from prior application)	$	277,801.20
8. Amount due this application	$	531,636.60
9. Balance to finish, including retainage (Line 3 - Line 4)	$	1,947,723.20

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Doss Enterprises, LC

Signature: [signature] **Date:** 2/27/2023

Recommended by Engineer	**Approved by Owner**
By: [signature]	**By:** [signature]
Title: PM	**Title:** Manager
Date: 3/17/23	**Date:** 5/20/23
Approved by Funding Agency	
By:	**By:**
Title:	**Title:**
Date:	**Date:**

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Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	High Tech Corridor Development, LLC
Engineer:	The Thrasher Group, Inc.
Contractor:	Doss Enterprises LC
Project:	White Oaks Phase II A
Contract:	White Oaks Business Park Phase II A

Owner's Project No.:	
Engineer's Project No.:	T30-11114
Contractor's Project No.:	7000-00223

Application No.: 2 **Application Period:** From 02/01/23 to 02/28/23 **Application Date:** 02/27/23

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
	Original Contract										
1	Site Clearing	1.00	LS	23,000.00	23,000.00	1.00	23,000.00		23,000.00	100%	-
2	Mobilization/Demobilization	1.00	LS	309,000.00	309,000.00	0.50	154,500.00		154,500.00	50%	154,500.00
3	Demolition and Traffic Control	1.00	LS	27,000.00	27,000.00	0.50	13,500.00		13,500.00	50%	13,500.00
4	Earth Moving	323,000.00	CY	4.50	1,453,500.00	67,872.00	305,424.00		305,424.00	21%	1,148,076.00
5	Rock Core Drain (5'x5') - On Site Material	680.00	LF	7.50	5,100.00		-		-	0%	5,100.00
6	Rock Core Drain (5'x5') - Import Material	680.00	LF	47.00	31,960.00	260.00	12,220.00		12,220.00	38%	19,740.00
7	Toe-Key Bench	1,200.00	LF	146.00	175,200.00	767.00	111,982.00		111,982.00	64%	63,218.00
8	Pond Over Excavation	4,500.00	CY	5.30	23,850.00	4,500.00	23,850.00		23,850.00	100%	-
9	Pond Backfill Rock - On Site Material	4,500.00	CY	4.50	20,250.00		-		-	0%	20,250.00
10	Pond Backfill Rock - Import Material	4,500.00	CY	40.00	180,000.00	4,500.00	180,000.00		180,000.00	100%	-
11	Stabilized Construction Entrance	3.00	EA	1,700.00	5,100.00	2.00	3,400.00		3,400.00	67%	1,700.00
12	Priority 1 Silt Fence	3,055.00	LF	3.60	10,998.00	3,055.00	10,998.00		10,998.00	100%	-
14	Compost Filter Sock Inlet Protection	180.00	LF	12.00	2,160.00	180.00	2,160.00		2,160.00	100%	-
15	Sediment Trap	2.00	EA	7,000.00	14,000.00	1.00	7,000.00		7,000.00	50%	7,000.00
16	Existing Pond Dewatering	1.00	LS	4,040.00	4,040.00	1.00	4,040.00		4,040.00	100%	-
17	Rock Lined Sump (3'x3'x3')	6.00	EA	1,260.00	7,560.00	6.00	7,560.00		7,560.00	100%	-
18	Vegetated Pad Ditch	4,420.00	LF	5.00	22,100.00		-			0%	22,100.00
18A	Rock Lined Ditch, (9" of D50)	60.00	LF	37.80	2,268.00	60.00	2,268.00		2,268.00	100%	-
19	Pipe Slope Drain	3.00	EA	4,000.00	12,000.00		-			0%	12,000.00
20	Rip Rap Energy Dissipator	5.00	EA	1,000.00	5,000.00		-			0%	5,000.00
21	Stormwater Basin	1.00	EA	10,500.00	10,500.00				-	0%	10,500.00
22	Seed and Mulch	31.00	AC	2,600.00	80,600.00				-	0%	80,600.00
23	Fabric for Separation	2,050.00	SY	1.45	2,972.50		-		-	0%	2,972.50
24	Subgrade	230.00	CY	46.00	10,580.00		-		-	0%	10,580.00
25	Milling of Existing Pavement	476.00	SF	2.20	1,047.20		-		-	0%	1,047.20
26	Bituminous Tack Coat Material	100.00	GAL	11.10	1,110.00		-		-	0%	1,110.00
27	Aggregate Base Course, Class 1	130.00	CY	29.00	3,770.00		-		-	0%	3,770.00
28	Aggregate Base Course, Class 10 (Shoulder)	30.00	CY	103.00	3,090.00		-		-	0%	3,090.00
29	3" Crusher Run	360.00	CY	35.70	12,852.00		-		-	0%	12,852.00
30	Marshall Hot-Mix Asphalt Skid Resistant, Type I	280.00	TN	127.00	35,560.00		-			0%	35,560.00
31	Marshall Hot-Mix Asphalt Base Course, Type I	280.00	TN	118.00	33,040.00		-			0%	33,040.00
32	Marshall Hot-Mix Asphalt Base Course, Type II	90.00	TN	128.00	11,520.00		-			0%	11,520.00
33	Concrete Curb and Gutter	100.00	LF	250.00	25,000.00		-			0%	25,000.00
34	Concrete Manhole (4' Diameter)	10.00	EA	4,600.00	46,000.00		-		-	0%	46,000.00
34A	Concrete Manhole (4' Diameter with 3'x3' Grate)	1.00	EA	4,700.00	4,700.00		-		-	0%	4,700.00
35	Concrete Inlet (WVDOH Type G)	10.00	EA	4,500.00	45,000.00		-		-	0%	45,000.00
36	Underdrain	100.00	LF	32.00	3,200.00		-		-	0%	3,200.00
37	18" HDPE Culvert	70.00	LF	36.00	2,520.00		-	907.00	907.00	36%	1,613.00
38	24" HDPE Stormwater Pipe	1,840.00	LF	41.00	75,440.00		-	41,250.50	41,250.50	55%	34,189.50
39	Concrete Stormwater Pipe Anchors	7.00	EA	330.00	2,310.00		-		-	0%	2,310.00
40	Light Pole Relocation	1.00	EA	3,000.00	3,000.00		-		-	0%	3,000.00

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Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	High Tech Corridor Development, LLC	**Owner's Project No.:**	
Engineer:	The Thrasher Group, Inc.	**Engineer's Project No.:**	T30-11114
Contractor:	Doss Enterprises LC	**Contractor's Project No.:**	7000-00223
Project:	White Oaks Phase II A		
Contract:	White Oaks Business Park Phase II A		

Application No.: 2 **Application Period:** From 02/01/23 to 02/28/23 **Application Date:** 02/27/23

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
41	8" SDR 35 Gravity Sewer Pipe	650.00	LF	26.90	17,485.00		-		-	0%	17,485.00
42	Sanitary Sewer Tie-in, Complete	2.00	EA	460.00	920.00		-		-	0%	920.00
43	Concrete Sewer Pipe Anchors	18.00	EA	1,250.00	22,500.00		-		-	0%	22,500.00
47	Electric Duct Bank	260.00	LF	30.00	7,800.00		-		-	0%	7,800.00
48	Switch Gear Manhole Box Installation	2.00	EA	6,000.00	12,000.00		-		-	0%	12,000.00
49	Waterline Tie-in/Hot Tap, Complete	1.00	EA	4,300.00	4,300.00		-		-	0%	4,300.00
50	8" PVC C-900 DR-14 Waterline	300.00	LF	53.00	15,900.00		-		-	0%	15,900.00
51	8"x8"x8" Waterline Tee w/ Thrust Block	1.00	EA	2,500.00	2,500.00		-		-	0%	2,500.00
52	8" Water Gate Valve and Cap	1.00	EA	3,000.00	3,000.00		-		-	0%	3,000.00
53	Fire Hydrant Assembly, Complete	1.00	EA	6,500.00	6,500.00		-		-	0%	6,500.00
54	6" Steel Casing	90.00	LF	72.00	6,480.00		-		-	0%	6,480.00
55	16" Steel Casing	30.00	LF	150.00	4,500.00		-		-	0%	4,500.00
				Original Contract Totals	$ 2,851,782.70		$ 861,902.00	$ 42,157.50	$ 904,059.50	32%	$ 1,947,723.20

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	High Tech Corridor Development, LLC	**Owner's Project No.:**	
Engineer:	The Thrasher Group, Inc.	**Engineer's Project No.:**	T30-11114
Contractor:	Dess Enterprises LC	**Contractor's Project No.:**	7000-00223
Project:	White Oaks Phase II A		
Contract:	White Oaks Business Park Phase II A		

Application No.: 2 **Application Period:** From 02/01/23 to 02/28/23 **Application Date:** 02/27/23

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H+I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
	Change Orders										
1	20221223 - Revised Qty.'s (Contract sum already accounts for decreased qty.'s)	1.00	LS	(283,898.90)							
					-		-		-		-
					-		-		-		-
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				Change Order Totals	$ -		$ -	$ -	$ -		$ -
	Original Contract and Change Orders										
				Project Totals	$ 2,851,782.70		$ 861,902.00	$ 42,157.50	$ 904,059.50	32%	$ 1,947,723.20

EJCDC C-620 Contractor's Application for Payment
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Project: White Oaks, Phase II A
PM: Johnny Payne
Engineer: Thrasher Engineering - RJ Hovater
Date: 2/27/23

RFI LOG

RFI Number	Status	Request Description	Priority	Requested By	Assigned To	Date Requested	Date Required	Date Responded	Notes
001	Open	MH 2-1	Medium	Johnny Payne	RJ Hovatter	2/18/2023			As-designed 48" MH cannot accommodate 3-24" p.c.ps
002	Closed	Fed 2 Tee Re. Outlets	High	Johnny Payne	RJ Hovatter	1/18/2023			FK outlets conflict w/ existing Force Main - place engineers fill to elevation as needed per RJH
003	Open	Fire Hydrant Qty. Discrepancy	Low	Johnny Payne	RJ Hovatter	1/25/2023			
004	Closed	Rock core drain tie-in / sand backfill	Medium	Johnny Payne	RJ Hovatter	1/24/2023			MW sure LD direction in field

Project: White Oaks, Phase IIA
PM: Johnny Payne
Engineer: Thrasher Engineering
Date: 2/27/13

Submittal Number	Revision Number	Specification Number	Submittal Description	Submittal Type	Priority	Reviewer	Status	Date Issued	Date Approval Received	Date Approved	Notes
001			D.I. Mfr Prequ - SIP Sewer Inc.	Material Data	Low	RJ Hewitter	Approved	1/8/2013		1/8/2013	
002		WVDEP BMP	24" CPP	Material Data	Low	RJ Hewitter	Re-rated	1/11/2013			
002	1	WVDEP BMP	24" CPP	Material Data	Low	RJ Hewitter	Approved	1/18/2013		1/28/2013	
003		WVDOH 715.11.8	Woven Geotextile Fabric for Silt Fence	Material Data	Low	RJ Hewitter	Re-rated	1/11/2013			
003	1	WVDOH 715.11.8	Woven Geotextile Fabric for Silt Fence	Material Data	Low	RJ Hewitter	Approved	1/28/2013		1/28/2013	
004			Construction Schedule	Material Data	High	RJ Hewitter	Re-rated	1/11/2013			
004	1		Construction Schedule	Material Data	High	RJ Hewitter	Approved	1/28/2013			
005		09-2002	24" & 36" HDPE Stormwater Pipe	Material Data	Low	RJ Hewitter	Approved	1/28/2013		1/28/2013	
006		WVDOH 715.11.4	Non-Woven Geotextile Reinforcing Fabric	Material Data	Low	RJ Hewitter	Approved	1/28/2013		1/28/2013	
007		WVDEP BMP	Vegetative Stone Pad	Material Data	Low	RJ Hewitter	Approved	1/28/2013		1/28/2013	
008		015200	Schedule of Values		High	RJ Hewitter	Approved	2/14/2013		2/14/2013	
009		334200	4" SDR 35 Perf Pipe	Material Data	Low	RJ Hewitter	Approved	2/28/2013		3/1/2013	
010		334200	8" SDR 35 Sewer Pipe & Fittings	Material Data	Low	RJ Hewitter	Rejected	2/28/2013			Change to ball & gasket
011		334200-21.4	Ductile Iron Pipe	Material Data	Low	RJ Hewitter	Approved	2/14/2013		2/14/2013	
012		331126	Waterline & fittings, waterline gate valve, casing, tapping sleeve	Material Data	Low	RJ Hewitter	Approved	2/28/2013		2/28/2013	
013		WVDOH 716.12	6" & 10" Steel Casing, to carry 8 Pad Leads	Material Data	Low	RJ Hewitter	Approved	3/13/2013		3/14/2013	
014		334200 331116	Casings for Water & Sewer Lines	Material Data	Low	RJ Hewitter	Approved	3/28/2013		3/7/2013	
015		331316	Fire Hydrant	Material Data	Low	RJ Hewitter	Approved	3/28/2013		3/7/2013	
016		WVDOH 601	6-ft. 40 Cylindrical Post Back Conc(6'-8"x6")	Material Data	Low	RJ Hewitter	As noted	3/14/2013		3/7/2013	
017		334200	Stormwater Structures Steps, Frames, & Covers	Material Data	Low	RJ Hewitter	As noted	3/28/2013		3/7/2013	
018		012900	Contractor's Staff Assignments	Material Data	Low	RJ Hewitter	Approved	4/28/2013		5/22/2013	
019		334200	Sanitary Sewer Manhole Frame & Covers	Material Data	Low	RJ Hewitter	Approved	7/25/2013		7/2/2013	
018	1	334200	8" SDR 35 Sewer Pipe & Fittings	Material Data	Low	RJ Hewitter	Re-rated	7/11/2013			
020		312500	18" Storm Manholes #1-2 & #2-1	Material Data	Low	RJ Hewitter		7/11/2013			

Project: White Oaks, Phase II A
PM: Johnny Payne
Engineer: Thrasher Engineering - RJ Hovatter, PE
Date: 2/27/23

Change Order Log

Change Order #	Change Order Request #	Description	Date Initiated	Date Finalized	Cost / (Credit)	Time Extension / Adjustment	Notes
1		Revised quantities	12/28/2022	12/28/2022	$ (269,898.90)		
	1	"The Leader" Trench Drain		2-27-2023	$ 47,000.00		

ABNORMAL WEATHER CONDITIONS
(MONTHLY CALCULATION SHEET)

This Monthly Calculation Sheet shall be completed and provided by the General Contractor with each Periodic Pay Estimate, regardless of whether a claim for additional contract time due to "Abnormal Weather Conditions" is made or not.

PERIODIC PAY ESTIMATE DATES From 2/1/23
Through 2/28/23

Claims for "Abnormal Weather Condition" days must meet the following requirements:

1. Claims shall be consistent with the definition of the term "Abnormal Weather Conditions" as defined in Supplemental Conditions Article SC-1.01.A.49.

2. Claims shall be consistent with the definition of the term "Day" as defined in General Conditions Article 1.02.C.1; furthermore, a claim for a "Day" shall be further defined as a day in which no work was conducted in that specific twenty-four (24) hour period by either the General Contractor or any of the General Contractor's Sub-Contractors.

NUMBER OF DAYS CLAIMED .25

Anticipated allowable days due to "Abnormal Weather Conditions" have been determined by climatology data in and around the project area and previous projects constructed in the project area.

ANTICIPATED ALLOWABLE DAYS -4

The total number of days being claimed by the General Contractor shall be the number of days claimed minus the number of anticipated allowable days. There will not be a decrease in contract construction time if the General Contractor loses less than the anticipated allowable days of work per month.

TOTAL NUMBER OF DAYS REQUESTED -3.75

APPROVAL SIGNATURES:

OWNER: _____

CONTRACTOR: _____

ENGINEER: _____

FUNDING AGENCY: _____

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Weather as Reported by NOAA		
Date	**Rain >/= .10"**	**Temperature at 11am**
1.11.23	0.10	
1.12.23	0.42	
1.14.23		30°
1.17.23	0.32	
1.18.23	0.15	
1.19.23	0.17	
1.20.23	0.20	
1.23.23	0.12	
1.25.23	0.30	
1.26.23	0.44	
1.30.23	0.13	
1.31.23	0.23	30°
2.3.23		27°
2.8.23	0.10	
2.16.23	0.46	
2.17.23	1.19	
2.21.23	0.13	
2.22.23	0.27	
2.23.23	0.45	

PARTIAL CONDITIONAL WAIVER AND RELEASE OF LIEN

Upon receipt by the undersigned of a check from High Tech Corridor Development, LLC in the sum of Five Hundred Thirty One Thousand Six Hundred Thirty Six Dollars and 60/100 cents ($531,636.60) payable to Doss Enterprises, LC. When the check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release any mechanic's lien, stop notice, or bond right the undersigned has on the job of White Oaks, Phase II A located at White Oaks Boulevard, Bridgeport, WV to the following extent.

This release covers a progress payment for labor, services, equipment, or material furnished to High Tech Corridor Development, LLC through February 28, 2023 Pay Application 002 only and does not cover any retention retained before or after the release date; extras furnished before the release date for which payment has not been received; extras or items furnished after the release date. Rights based upon work performed or items furnished under written change order which has been fully executed by the parties prior to the release date are covered by this release unless specifically reserved by the claimant in the release. This release of any mechanic's lien, stop notice, or bond right shall not otherwise affect the contract rights, including rights between parties to the contract based upon recission, abandonment, or breach of the contract or the right of the undersigned to recover equipment, or material was not compensated by the progress payment. Before any recipient of this document relies on it, said party should verify evidence of payment to the undersigned.

Date: February 27, 2023

Company: Doss Enterprises, LC

Signature: _____

State of: West Virginia
County of: Lewis

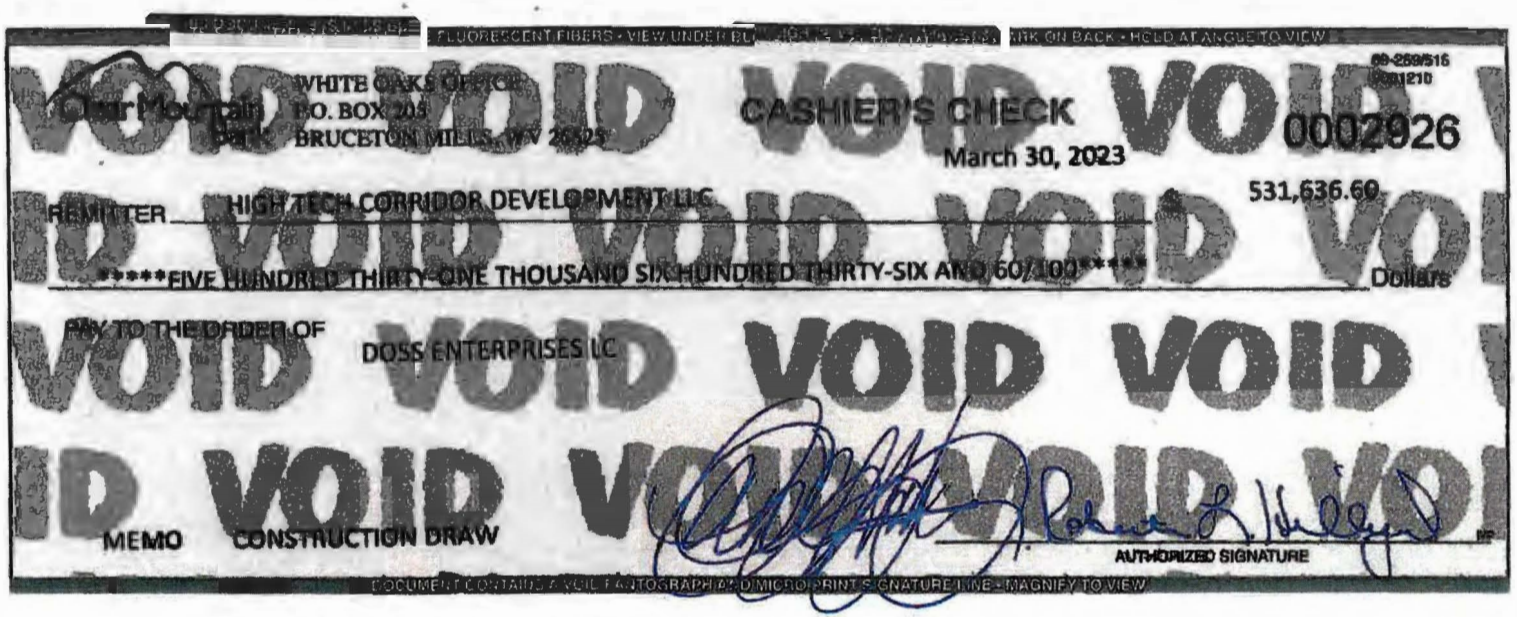
Subscribed and sworn to before me, this 27th day of February 2023

Signature: _____

Notary Public Name: Stacy K Johnson

My Commission Expires: April 30 2025

OFFICIAL SEAL
STATE OF WEST VIRGINIA
NOTARY PUBLIC
Stacy K Johnson
1850 Shumaker Ridge Rd Thornton, WV 26440
My Commission Expires April 30, 2025



0002926

March 30, 2023

HIGH TECH CORRIDOR DEVELOPMENT LLC 531,636.60

*****FIVE HUNDRED THIRTY-ONE THOUSAND SIX HUNDRED THIRTY-SIX AND 60/100*****

DOSS ENTERPRISES LC

MEMO CONSTRUCTION DRAW

THRASHER

ARCHITECTURE
ENGINEERING
FIELD SERVICES

March 17, 2023

Mr. Tim Stout
Clear Mountain Bank
15 Sweetbrier Lane
Bridgeport, WV 26330

Re: Doss Enterprises, LC
Application for Payment No. 1
Bridgeport, WV

Dear Mr. Stout:

The current progress report is as follows:

Completed:

1. Site Clearing
2. Mobilization
3. Pond Over Excavation
4. Pond Backfill Rock – Import Material
5. Priority One Silt Fence
6. Compost Filter Sock Inlet Protection
7. Existing Pond Dewatering
8. Rock Lined Sump
9. Rock Lined Ditch

Partially Complete:

1. Demolition and Traffic Control
2. Earth Moving
3. Rock Core Drain
4. Toe-Key Bench
5. Stabilized Construction Entrance
6. Sediment Trap

Stored Materials:

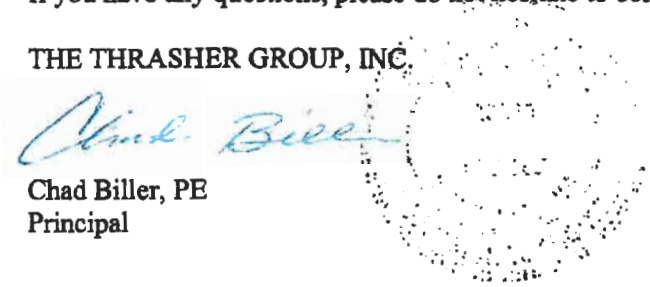
1. 18" HDPE Culvert
2. 24" HDPE Stormwater Pipe

The overall project is approximately 32% complete.

We believe that the requested amount of the attached application is indicative of the work complete at the time of the application.

If you have any questions, please do not hesitate to contact our office.

THE THRASHER GROUP, INC.



Chad Biller, PE
Principal


Feb 6, 2023
Doss removing all clay
The Thrasher Group
White Oaks


Feb 10, 2023
The Thrasher Group
White Oaks


Feb 10, 2023
39.335813, -80.225060
The Thrasher Group
White Oaks


The Thrasher Group
White Oaks


Feb 20, 2023
The Thrasher Group
White Oaks

High Tech Corridor Development, LLC
PO BOX 940
BRIDGEPORT, WV 26330

March 31, 2023

Harrison County Commission
301 W Main Street
Clarksburg, WV 26301

Dear Commissioners,

I certify that all the invoices included with Requisition for Payment Number 3, Series 2021B (Development District No. 3 – White Oaks) Bonds have been paid by the Developer, High Tech Corridor Development.

Sincerely,

H Wood Thrasher
Manager, High Tech Corridor Development

.

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. (04/19/23)

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 **$3,068.00**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$3,068.00** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$3,068.00** is to be paid to a third party payee that is not affiliated with the Developer or on a joint basis to the Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Representative this **19th day of April, 2023**.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

Jackson Kelly, Inc.	Invoice #1179651	Dated: 04/07/2023	$3,068.00
	Total		**$3,068.00**

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

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

April 7, 2023
Invoice No. 1179651

SUMMARY OF OUTSTANDING INVOICES

Total Amount of Current Invoice # 1179651 **$3,068.00**
Amount of Prior Invoices Outstanding:

INVOICE #	DATE	AMOUNT
1172936	01/09/23	708.00
1175303	02/08/23	442.50
1177640	03/09/23	206.50

Total Amount of Prior Invoices Outstanding 1,357.00

Total Amount Due $4,425.00

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

PLEASE RETURN THIS PAGE WITH REMITTANCE

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

PAYMENT DUE May 7, 2023

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

34382
Charles Pointe Community Enhancement District

April 7, 2023
Invoice No. 1179651

For Legal Services Rendered through March 31, 2023.

Matter 301
TIF Bond Assessments

Date	Timekeeper	Description	Hours	Amount
03/01/23	M. Imbrogno	Reviewing request and materials from Genesis Partners regarding release of certain residential properties from lien of Community Enhancement District assessments.	0.70	206.50
03/03/23	M. Imbrogno	Preparing materials for special board meeting.	3.00	885.00
03/06/23	M. Imbrogno	Preparing materials for special board meeting.	1.60	472.00
03/06/23	M. Imbrogno	Handling board member appointment matters.	1.10	324.50
03/07/23	M. Imbrogno	Handling board appointment matters.	0.60	177.00
03/07/23	M. Imbrogno	Preparing materials for special board meeting.	0.70	206.50
03/08/23	M. Imbrogno	Handling board appointment matters.	0.10	29.50
03/10/23	M. Imbrogno	Attending special board meeting.	0.50	147.50
03/10/23	M. Imbrogno	Handling board appointment matters.	0.10	29.50
03/13/23	M. Imbrogno	Handling board appointment matters.	0.50	147.50
03/13/23	M. Imbrogno	Preparing draft meeting minutes and corresponding regarding same.	1.00	295.00
03/14/23	M. Imbrogno	Handling board member appointment matters.	0.20	59.00
03/15/23	M. Imbrogno	Finalizing board resolution and corresponding regarding the release of lien in connection with the same.	0.30	88.50
		Total Hours	10.40	
		Services		$3,068.00
		Total This Matter		$3,068.00

PAYMENT DUE May 7, 2023

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

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

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

PAYMENT DUE May 7, 2023

10-A

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

April 4, 2023

The Harrison County Planning Commission would like to recommend to the Harrison County Commission to reappoint James Smith, term to start on July 1, 2021 and end on June 30, 2024.

Thank You,

Charlotte Shaffer
Harrison County Planning Director

10-B

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

April 4, 2023

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

Thank You,

Charlotte Shaffer
Harrison County Planning Director

10-C

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

April 4, 2023

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

Thank You,

Charlotte Shaffer
Harrison County Planning Director

11-A

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

April 10, 2023

The Harrison County Planning Department would recommend the Harrison County Commission to re-appoint Rick Scott for term to start on July 1, 2023 and end on June 30, 2026. He has been a great asset to the Board of Appeals for Code Enforcement. If you need additional information please let me know.

Thank You,

Charlotte Shaffer

11-B

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

April 10, 2023

The Harrison County Planning Department would recommend the Harrison County Commission to re-appoint Tom Orgryski for term to start on April 20, 2023 and end on June 30, 2026. He has been a great asset to the Board of Appeals for Code Enforcement. If you need additional information please let me know.

Thank You,

Charlotte Shaffer

11-C

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

April 10, 2023

The Harrison County Planning Department would recommend the Harrison County Commission to re-appoint Chad Biller for term to start on July 1, 2023 and end on June 30, 2026. He has been a great asset to the Board of Appeals for Code Enforcement. If you need additional information please let me know.

Thank You,

Charlotte Shaffer

11-D

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

April 10, 2023

The Harrison County Planning Department would recommend the Harrison County Commission to appoint Christopher Magee for term to start on April 10, 2023 and end on June 30, 2025. He will be a great asset to the Board of Appeals for Code Enforcement. If you need additional information please let me know.

Thank You,

Charlotte Shaffer

11-E

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

April 10, 2023

The Harrison County Planning Department would recommend the Harrison County Commission to appoint Bryan Reed for term to start on April 10 2023 and end on June 30, 2025. He will be a great asset to the Board of Appeals for Code Enforcement. If you need additional information please let me know.

Thank You,

Charlotte Shaffer

11-F

HARRISON COUNTY PLANNING DEPARTMENT
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690
FAX (304) 626-1070

April 10, 2023

The Harrison County Planning Department would recommend the Harrison County Commission to re-appoint Jeff Gola for term to start on July 1, 2023 and end on June 30, 2026. He has been a great asset to the Board of Appeals for Code Enforcement. If you need additional information please let me know.

Thank You,

Charlotte Shaffer

12

Order Reappointing John Walker

In the County Commission of Harrison County, West Virginia

At a regular session of the County Commission of Harrison County, West Virginia, duly held on the 22nd day of March, 2023, at which meeting Susan Thomas, President, David Hinkle, Member, and Patsy Trecost, Member, of the Commission were present, the following order was entered:

WHEREAS, John Walker has been serving as a member of the Charles Pointe Community Enhancement District Board (the "CED Board") under appointment heretofore made by the Commission;

WHEREAS, the term of John Walker will expire on May 31, 2023;

WHEREAS, the Commission desires to reappoint John Walker as a member of the CED Board for a term beginning on June 1, 2023 and ending on May 31, 2027.

NOW, THEREFORE, BE IT ORDERED that John Walker be reappointed as a member of the CED Board for a term beginning on June 1, 2023 and ending on May 31, 2027.

Given under our hand and the seal of the Commission this 22nd day of March, 2023.

ENTERED: March 22, 2023

_____

Susan Thomas, President
Harrison County Commission

Harrison County Commission Meeting Schedule---2023

13

Date of Meeting	Meeting		Submission Deadline for:				Agenda, Documentation		
Wednesday	Time				Requisitions	Agenda Items	To Public & Email List		
April 19, 2023	9:00am		Thursday	4/13/2023	11:00am	2:30pm	Friday	4/14/2023	4:30pm
April 26, 2023	11:00am		Thursday	4/20/2023	11:00am	2:30pm	Monday	4/24/2023	4:30pm
May 03, 2023	9:00am		Thursday	4/27/2023	11:00am	2:30pm	Friday	4/28/2023	4:30pm
May 10, 2023	11:00am		Thursday	5/4/2023	11:00am	2:30pm	Monday	5/8/2023	4:30pm
May 17, 2023	9:00am		Thursday	5/11/2023	11:00am	2:30pm	Monday	5/15/2023	4:30pm
May 24, 2023	11:00am		Thursday	5/18/2023	11:00am	2:30pm	Monday	5/22/2023	4:30pm
June 07, 2023	11:00am		Thursday	7/1/2023	11:00am	2:30pm	Monday	6/5/2023	4:30pm
June 14, 2023	9:00am		Thursday	6/8/2023	11:00am	2:30pm	Monday	6/12/2023	4:30pm
June 28, 2023	11:00am		Thursday	6/22/2023	11:00am	2:30pm	Monday	6/26/2023	4:30pm
July 12, 2023	9:00am		Thursday	7/6/2023	11:00am	2:30pm	Monday	7/10/2023	4:30pm
July 19, 2023	11:00am		Thursday	7/13/2023	11:00am	2:30pm	Monday	7/17/2023	4:30pm
July 26 ,2023	9:00am		Thursday	7/20/2023	11:00am	2:30pm	Monday	7/24/2023	4:30pm
August 2, 2023	11:00am		Thursday	7/27/2023	11:00am	2:30pm	Monday	7/31/2023	4:30pm
August 9, 2023	9:00am		Thursday	8/3/2023	11:00am	2:30pm	Monday	8/7/2023	4:30pm
August 16, 2023	11:00am		Thursday	8/10/2023	11:00am	2:30pm	Monday	8/14/2023	4:30pm
August 23, 2023	9:00am		Thursday	8/17/2023	11:00am	2:30pm	Monday	8/21/2023	4:30pm
August 30, 2023	11:00am		Thursday	8/24/2023	11:00am	2:30pm	Monday	8/28/2023	4:30pm
September 13, 2023	11:00am		Thursday	9/7/2023	11:00am	2:30pm	Monday	9/11/2023	4:30pm
September 20, 2023	9:00am		Thursday	9/14/2023	11:00am	2:30pm	Monday	9/18/2023	4:30pm
September 27, 2023	11:00am		Thursday	9/21/2023	11:00am	2:30pm	Monday	9/25/2023	4:30pm
October 04, 2023	9:00am		Thursday	9/28/2023	11:00am	2:30pm	Monday	10/2/2023	4:30pm
October 18, 2023	9:00am		Thursday	10/12/2023	11:00am	2:30pm	Monday	10/16/2023	4:30pm
October 25, 2023	11:00am		Thursday	10/19/2023	11:00am	2:30pm	Monday	10/23/2023	4:30pm
November 1, 2023	9:00am		Thursday	10/26/2023	11:00am	2:30pm	Monday	10/30/2023	4:30pm
November 8, 2023	11:00am		Thursday	11/2/2023	11:00am	2:30pm	Monday	11/6/2023	4:30pm
November 15, 2023	9:00am		Thursday	11/9/2023	11:00am	2:30pm	Monday	11/13/2023	4:30pm
November 29, 2023	9:00am		Wednesday	11/22/2023	11:00am	2:30pm	Monday	11/27/2023	4:30pm
December 6, 2023	11:00am		Thursday	11/30/2023	11:00am	2:30pm	Monday	12/4/2023	4:30pm
December 13, 2023	9:00am		Thursday	12/7/2023	11:00am	2:30pm	Monday	12/11/2023	4:30pm
December 20, 2023	11:00am		Thursday	12/14/2023	11:00am	2:30pm	Monday	12/18/2023	4:30pm
December 27, 2023	TBD								

Revised 04/10/2023

14

BARKING, HOWLING, OR YELPING DOG ORDINANCE

WHEREAS, the County Commission of Harrison County, West Virginia regularly receives public comments and complaints pertaining to barking, howling or yelping dogs and further that these complaints pertain directly to health, safety and welfare of the citizens of Harrison County, and

WHEREAS, the County Commission of Harrison County does hereby determine that barking, howling or yelping dogs constitute a public nuisance whenever two or more persons living in different households file or register their complaints about the same owner or custodian of barking, howling or yelping dogs, and

WHEREAS, Chapter 7, Article 1, Section three-k-k of the West Virginia Code of 1931, (W.Va. Code§ 71-3-kk) as amended, authorizes county commissions to enact ordinances and issue orders for the elimination of hazards to public health and safety of the community and to abate or cause to be abated anything, which the county commission determines to be a public nuisance and further authorizes that such ordinances may provide for a misdemeanor penalty for violation thereof.

BE IT THEREFORE ENACTED AS FOLLOWS:

Section 1. Definitions.

For purposes of this ordinance only the following items are defined:

(a) "Complaint" shall mean a written statement of the essential facts constituting the offense charged. It shall be made upon the oath of a law enforcement officer before a magistrate. The complaint shall set forth the facts of the allegation of disturbance of the peace caused by a barking, yelping, or howling dog, name the complainants with complete address and telephone number; name the owner or owners of the barking dog; and his or her complete address and telephone number; set forth the names, addresses, and telephone numbers of all persons who are impacted by the alleged barking dog and the approximate area of impact.

(b) "Residential area" shall mean any subdivision, development or other area used primarily for residential purposes located in Harrison County, but which is not within the boundaries of any municipality therein.

(c) "Public Nuisance" shall mean any dog or dogs that excessively bark, howl, or yelp intermittently or continuously for more than fifteen minutes in a fashion which creates unreasonably loud and disturbing noises of such a character, intensity, and duration as to disturb the peace, quiet, and good order and which gives rise to complaints from at least two persons, living in different households, regarding a breach or disturbance of the peace of others.

(d) "Household" shall mean any apartment, townhouse, unit, or freestanding home which serves as a residence of persons who live in that same dwelling, sharing its furnishings, facilities, accommodations, and expenses. A building with multiple apartments, townhouses, or units may, accordingly, contain multiple households.

(e) "Legal Hunting Activity" shall mean hunting of game that is in season by persons properly licensed to do so, unless exempted by law. Legal hunting activity may only occur on property which does not prohibit the same.

Section 2. Procedures

(a) It shall be unlawful for any person who is the owner or custodian of any dog or dogs in any residential area to allow or cause said dog or dogs to bark, howl, or yelp in a fashion which rises to the level of a public nuisance as defined herein.

(b) Any person complaining of a violation of this Ordinance may contact local law enforcement officers who may then investigate the complaint's report and, if appropriate, such officers may file a complaint with the Harrison County Magistrate Court. If it appears from the complaint that there is probable cause to believe an offense has been committed and that the defendant has committed it, a summons shall issue to any officer authorized by law to execute it. The summons shall issue in the same form as a warrant, except that it shall summon the defendant to appear before a magistrate at a stated time and place. An authorized person shall cause a copy of the complaint and summons to be served upon the alleged perpetrator or upon each of the alleged perpetrators.

(c) The Clerk of the Harrison County Magistrate Court shall notify the assigned Harrison County Magistrate when any complaint has been filed and when service thereof has been made. The assigned Magistrate shall schedule a hearing on the complaint and notify the complainant or complainants and alleged perpetrator or perpetrators of the hearing date and time.

(d) Upon request by the defendant, a hearing on the complaint shall be heard by the assigned Harrison County Magistrate according to the West Virginia Rules of Criminal Procedure for Magistrate Courts.

Section 3. Nuisance Abatement and Penalties.

(a) The Harrison County Magistrate, having found that the owner or custodian of any dog or dogs has allowed said dog or dogs to become a public nuisance as defined herein, may order the owner or custodian to abate the public nuisance.

(b) The Harrison County Magistrate, having found that the owner or custodian of any dog or dogs has failed to comply with an order of abatement, may order the owner or custodian to pay to the State of West Virginia a fine of not less than $SO nor more than $300.

(c) A second or subsequent violation of this ordinance within any six-month period shall subject the owner or custodian of any dog or dogs to a fine of not less than $100 nor more than $500.

(d) A third or subsequent violation of this ordinance within any six-month period shall subject the owner or custodian of any dog to a fine of not less than $200 nor more than $500.

(e) Repeated similar violations of this Ordinance which occur beyond twenty-four hours of the initial incident shall be considered separate offenses. Accordingly, an owner or custodian of any dog or dogs may receive one violation per twenty-four-hour period.

Section 4. Exempted Activities.

(a) All activities within the boundaries of any municipality are exempt from the application of this ordinance.

(b) This Ordinance is not enforceable against any dog which is exempted from the same by State or Federal law.

(c) This Ordinance is not enforceable against any dog which is engaged in any legitimate farming activity, including but not limited to herding of livestock.

(d) This Ordinance is not enforceable against any dog which is engaged in any legal hunting activity.

Section 5. Severability.

The several sections and subsections of this ordinance are severable, and if any section or subsections hereof shall be held unconstitutional, all the remaining sections or subsections shall remain valid.

Section 6. Purpose.

It is the purpose of this Ordinance to promote the public health and safety of the community and as such it should be liberally construed to give effect to the purposes hereof.

Section 7. Appeals.

Appeals to the Circuit Court shall be made pursuant to the West Virginia Rule of Criminal Procedure for Magistrate Courts 20.1.

Section 8. Civil Cause of Action not Precluded.

Nothing contained in this Ordinance shall be construed to limit or preclude the right of any individual or entity from pursuing any civil cause of action otherwise authorized by law for either injury or damage arising from any noise which creates either a public or private nuisance under law.

This Ordinance shall be effective thirty (30) days from final approval on second reading by the Harrison County Commission.

Ordinance considered for adoption and approval on first reading the _____ day of _____ _____, 2023.

Ordinance considered for adoption and approval on second reading the ___ day of _____ _____, 2023.

_____	_____	_____
President	Commissioner	Commissioner

DRAFT

15

BEFORE THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

FIREWORKS DISCHARGE RESTRICTION ORDINANCE

The Harrison County Commission, West Virginia, ("the Commission"), hereby finds that the discharge of fireworks devices without restriction as to time of day or to proximity to residential and other venues of rest, relaxation, and sleep is a public nuisance.

Accordingly, pursuant to West Virginia Code§ 7-1-Jkk, the following Ordinance is adopted and shall be in full force and effect on and after_____.

(a) No person, firm, or legal entity of any kind shall use or discharge fireworks within the confines of Harrison County, not including any incorporated municipality, except that such fireworks which are permitted by West Virginia Legislative Statute may be discharged on New Year's Eve, during the hours of 9:00 o'clock p.m. and 11:59 o' clock p.m. and on New Year's Day, during the hours of 12:00 o'clock a.m. and 12:30 o'clock a.m.; and, on July 3 between the ours of 9:00 o'clock p.m. and 11:59 o'clock p.m. and on July 4 from 12:00 o'clock a.m. until 12:30 o'clock a.m., and, again from 9:00 o'clock p.m. until 11:59 p.m., only. Discharge of approved fireworks as aforesaid may also be accomplished on the Friday and Saturday preceding and following New Year's Eve and on July 4, during the hours above referenced. In addition, such fireworks may be discharged between the hours of 5 o'clock p.m. and 10:00 o'clock p.m. on any other day of the year.

(b) Discharge of such permitted fireworks during any of the times herein referenced is not permitted within 500 feet of any residence, motel, hotel, bed and breakfast, hospital, nursing home or other facility in which people live, sleep and rest.

(c) Firework or fireworks means any composition or device designed for the purpose of producing a visible or audible effect by combustion, deflagration or detonation. Fireworks include consumer fireworks, display fireworks and special effects. Fireworks does not include sparkling devices, novelties, top caps or model rockets. Consumer fireworks means small fireworks devices that are designed to produce visible effects by combustion that are required to comply with the construction, chemical composition and labeling regulations promulgated by the United States Consumer Product Safety Commission pursuant to 16 C.F.R. Parts 1500 and 1507 (2014}, and that are listed in APA Standard 87-1. Display fireworks means large fireworks to be used solely by professional pyre-technicians licensed by the State Fire Marshal and designed primarily to produce visible or audible effects by combustion, deflagration or detonation and includes, but is not limited to, salutes containing more than two grains (one hundred thirty milligrams) of explosive materials, aerial shells containing more than forty grams of pyrotechnic compositions and other display pieces that exceed the limits of explosive materials for class ification as consumer fireworks and are classified as fireworks UN0333, UN0334, or UN0335 pursuant to 49 C.F.R. § 172.101 (2014). Special effects means a combination of chemical elements or chemical compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect as an integral part of a motion picture, radio, television, theatrical or opera production or live entertainment. (Definitions pursuant to West Virginia Code § 29-3E-2).

(d) Violation of the provisions of this Ordinance is a misdemeanor punishable, upon conviction thereof, by fine of $1,000.00. Each discharge of a fireworks device in violation of this Ordinance shall be a separate offense.

Ordinance considered for adoption and approval on first reading the _____ day of _____ _____, 2023.

Ordinance considered for adoption and approval on second reading the ___ day of _____ _____, 2023.

_____	_____	_____
President	Commissioner	Commissioner

DRAFT

18

A RESOLUTION
AUTHORIZING THE FILING OF THE APPLICATION TO THE WEST VIRGINIA DEP LITTER CONTROL GRANT PROGRAM ADOPTING ALL SPECIAL CONDITIONS AND ASSURANCES CONTAINED IN SAID APPLICATION; COMMITTING SUFFICIENT FUNDS TO THE PROJECT.

WHEREAS, the Harrison County Commission recognizes the existence of a dilapidated structures within the boundaries of Harrison County, and

WHEREAS, the West Virginia Litter Control Program of 1985 provides matching grants of "litter control funds" through the West Virginia Department of Environmental Protection for the purpose of establishing local litter control programs, that include the Razing of Structures, and

WHEREAS, the Harrison County Commission has determined that it is eligible for funds from the West Virginia Department of Environmental Protection, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution authorizing and directing the filing of an application for participation in the Litter Control Grant Program, and

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

WHEREAS, it is required that the Harrison County Commission appoint an official representative of the Harrison County Commission to administer said program and to provide all additional information required by the West Virginia Department of Environmental Protection, and

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

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

1. The Harrison County Commission authorizes the filing of the application for funds from the West Virginia Department of Environmental Protection, in a maximum amount of $5,000 and said application shall be in proper form and comply with all federal, state, and local laws.

2. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission in administering said Grant, including providing necessary additional information to the West Virginia Department of Environmental Protection.

3. The Harrison County Commission hereby commits to the required $5,000 to the project.

PASSED by the Harrison County Commission on this the 8th day of April 19, 2023.

_____

Susan Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

19

HARRISON COUNTY
SHERIFF AND TREASURER

ROBERT G. MATHENY

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

April 11, 2023

Harrison County Commission
301 West Main St
Clarksburg, WV 26301

Dear Commissioners,

I have received a request from Deputy Chris L. Harris requesting that his sick leave balance be adjusted to include his hours he had previously accrued during his last tenure. At the time of his resignation, Deputy Harris had accumulated 590 unused sick time hours. I have approved this request to the maximum hours aloud to be transferred by county policy.

Thank you for your time and consideration of this matter.

Sincerely,

Robert G. Matheny
Sheriff

HARRISON COUNTY
SHERIFF AND TREASURER
ROBERT G. MATHENY

609 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301
PHONE (304) 423-7700 FAX (304) 423-7945

March 30, 2023

Chief Deputy R. G. Waybright II
RE: Sick Time Hours

I am writing to formally request my sick time hours I accrued while employed with the Harrison County Sheriff's Office prior to my resignation in May 2022. As of 05/13/2022 I had 590 Sick Time Hours available. I would like to have those hours added to my current accrual hours of 30 that I have as of 03/30/2023.

Deputy C. L. Harris

Employee	Hours Transfer Harrison County	Previous Employer	Verfication Received	Approval Date of Harrison County Commission
Christina L. Murphy	480	Harrison County Schools	Yes	16-Dec-20
William A. Parker	480	Upshur County Commission	Yes	16-Dec-20
Laura J. Pysz	66	City of Bridgeport	Yes	16-Dec-20
Robert G. Waybright	126	City of Bridgeport	Yes	30-Dec-20
Gary M. Hamrick	465.5	State of WV - DHHR	Yes	13-Jan-21
Rebecca S. Keller	137.03	State of WV - DHHR	Yes	13-Jan-21
Mark Senderak	480	Sheriff's Office - Harrison County	Yes	13-Jan-21
Wayne D. Snyder	480	State of WV - State Police	Yes	13-Jan-21
James Terrango	480	State of WV - Auditor	Yes	13-Jan-21
Robert Adam Titchenal	480	Sheriff's Office - Harrison County	Yes	13-Jan-21
Andrew Valentine	375.75	WV Regional Jail Authority	Yes	13-Jan-21
Mark E. Waggamon	480	State of WV - State Police	Yes	13-Jan-21
Wayne Worth	64.73	State of WV - DHHR	Yes	13-Jan-21
Zachary Bartlett	194	State of WV - Division of Corrections	Yes	3-Feb-21
Larry Jay Brewer	478	Town of Nutter Fort	Yes	3-Feb-21
William J Cummingham	256	City of Bridgeport	Yes	3-Feb-21
Brian Deem	208	State of WV - Division of Corrections	Yes	3-Feb-21
Michael P. Hammond	480	City of Bridgeport	Yes	3-Feb-21
James M. Kennedy	205	Upshur County Commission	Yes	3-Feb-21
Jeffrey F. Petroski	452	City of Bridgeport	Yes	3-Feb-21
Zach Kesling	480	Town of Stonewood	Yes	3-Feb-21
Harley F. Lane	236	Town of Nutter Fort	Yes	3-Feb-21
Benjamin Long	480	WV Regional Jail Authority	Yes	3-Feb-21
John W. Morgan	364	WV Regional Jail Authority	Yes	3-Feb-21
Donald J. Navarini	424	State of WV - Auditor	Yes	3-Feb-21
Johnna Post	412	City of Clarksburg	Yes	3-Feb-21
Stephanie Southern	480	State of WV - Salem Correctional	Yes	3-Feb-21
Chris L. Harris	480	Harrison County Commission	Yes	24-Feb-21
John D. Laulis	480	State of West Virginia	Yes	10-Mar-21
Samuel L. Westfall	480	State of West Virginia	Yes	10-Mar-21
Tyler A. Gordon	480	Upshur County Commission	Yes	7-Apr-21
James R. McManus	480	Town of Nutter Fort	Yes	8-Feb-23
Shara L. James	209.5	State of West Virginia	Yes	8-Feb-23
Shane Richardson	363.5	Town of Nutter Fort	Yes	4-Apr-23
Bradley Pickens	168	Braxton County Commission	Yes	4-Apr-23
Chris Harris	480	Sheriff's Dept. - Harrison County	Yes	4-Apr-23

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Resolution Regarding Public Hearing

RESOLUTION

WHEREAS, The County Commission of Harrison County, West Virginia (the "County Commission"), is authorized by the West Virginia Tax Increment Financing Act, Chapter 7, Article 11B of the Code of West Virginia, 1931, as amended (the "Act"), to create development and redevelopment districts, cause project plans to be prepared, to approve project plans, issue tax increment financing obligations and to take such other actions as necessary or desirable to facilitate the orderly development and economic stability of Harrison County, West Virginia (the "County"), all as more fully set forth in the Act;

WHEREAS, by an Order adopted on October 4, 2007, the County Commission created the development district known as "Harrison County Development District No. 3 – White Oaks" (the "TIF District");

WHEREAS, by an Order entered on May 21, 2015, the County Commission approved the development by High Tech Corridor Development, LLC (the "Developer") of a second development project plan within the TIF District, specifically the development of certain public infrastructure improvements, including, but not limited to: design, site acquisition, construction and equipping of public roads, water, sewer, electric, gas and other necessary utility improvements, intersection improvements, curbing, traffic control, lighting and other related infrastructure, engineering, remediation, site preparation, cut and fill, site infrastructure and improvements to public infrastructure within the TIF District to be known as the "White Oaks Project No. 2" (the "Original Phase II TIF Project Plan"), all in order to facilitate the issuance of tax increment financing obligations to finance the costs of planning, acquisition, construction and equipping of the Original Phase II TIF Project Plan, being necessary site infrastructure and public infrastructure improvements within the TIF District;

WHEREAS, by an Order entered on December 28, 2018, the County Commission approved the amendment of the Original Phase II TIF Project Plan to include additional phases of development of certain infrastructure projects within the TIF District, including, but not limited to: design, acquisition, construction and equipping of new road construction and road improvements, water, sewer, electric, gas and other necessary utility improvements, intersection improvements, curbing, traffic control, lighting, sidewalks and other related infrastructure, engineering, remediation, earthwork, site preparation, cut and fill, site infrastructure, and improvements to public infrastructure within the TIF District (the "First Amended Phase II TIF Project Plan");

WHEREAS, the Developer has requested that the County Commission consider the further amendment of the Original Phase II TIF Project Plan to include additional phases of development of certain infrastructure and site development projects within the TIF District, including infrastructure and site development related to proposed residential development within the TIF District, including, but not limited to: design, acquisition, construction and equipping of new road construction and road improvements, water, sewer, electric, gas and other necessary utility improvements, intersection improvements, curbing, traffic control, lighting, sidewalks and other related infrastructure, engineering, remediation, earthwork, site preparation, cut and fill, site infrastructure, site improvements and land acquisition within or contiguous to and benefitting the TIF District (the "Second Amended Phase II TIF Project Plan"), all in order to facilitate the issuance of tax increment financing obligations to finance the costs of planning, acquisition, construction and equipping of the Second Amended Phase II TIF Project Plan, being necessary site work and infrastructure improvements within the TIF District;

WHEREAS, the Developer has provided certain information regarding the proposed Second Amended Phase II TIF Project Plan to the County Commission for the County Commission's review and consideration; and

WHEREAS, the Developer has requested that the County Commission, under and pursuant to the Act, hold a public hearing at which interested parties be afforded a reasonable opportunity to express their views on the proposed Second Amended Phase II TIF Project Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA, AS FOLLOWS:

1. It is hereby found and determined, subject to a public hearing and other required actions, that the County Commission will consider for approval the Tax Increment Financing Application for the Second Amended Phase II TIF Project Plan (the "Application") and, if approved, submit the Application to the West Virginia Department of Economic Development for consideration and obtain all other necessary approvals.

2. The County Commission hereby sets a public hearing regarding the Application for _____, 2023, at ____ __.m., prevailing time.

3. The County Commission hereby approves for publication, under and in accordance with the applicable provision of the Act, that certain Notice of Public Hearing, substantially in the form attached hereto as **Exhibit A** and incorporated herein by reference and the providing of a copy of the Notice of Public Hearing to the levying bodies having the power to levy taxes on property within the TIF District, as required by the Act.

4. This Resolution is effective immediately upon adoption.

[Signature Page Follows]

Adopted this 19th day of April, 2023.

THE COUNTY COMMISSION OF HARRISON COUNTY

By: _____
Name: Susan J. Thomas
Title: President

CERTIFICATION

The undersigned, being the duly qualified, elected and acting Clerk of The County Commission of Harrison County, West Virginia (the "County Commission"), does hereby certify that the foregoing Resolution was duly adopted by the County Commission at its regular meeting duly held, pursuant to proper notice thereof, on April 19, 2023, a quorum being present and acting throughout, and which Resolution has not been modified, amended or revoked and is a true, correct and complete copy thereof as of this 19th day of April, 2023.

By: _____
Name: John Spires
Title: County Clerk

Exhibit A

NOTICE OF PUBLIC HEARING

TO BE PUBLISHED IN *THE EXPONENT TELEGRAM*
ONCE A WEEK FOR TWO SUCCESSIVE WEEKS
ON _____, _____, 2023, AND
_____, _____, 2023

APPLICATION REGARDING
APPROVAL OF SECOND AMENDMENT TO PROJECT PLAN NO. 2 FOR
HARRISON COUNTY DEVELOPMENT DISTRICT NO. 3 – WHITE OAKS AND
ISSUANCE OF TAX INCREMENT FINANCING OBLIGATIONS

A public hearing will be held at a regular meeting of The County Commission of Harrison County, West Virginia (the "County Commission"), on _____, 2023, at ____ __.m., in the County Commission meeting room at the Harrison County Courthouse, 3rd Floor, located at 301 West Main Street, Clarksburg, West Virginia, and at such hearing any person interested may appear and present comments, protests and suggestions. All comments, protests and suggestions shall be heard by the County Commission, and it shall then take such actions as it shall deem proper in the premises regarding the approval pursuant to Chapter 7, Article 11B of the Code of West Virginia, 1931, as amended (the "Act"), of an application regarding the approval of a second amendment to the project plan to be completed within the "Harrison County Development District No. 3 – White Oaks" (the "TIF District"). Following is a brief summary of such matters.

Approval of Application regarding Amended Phase II TIF Project Plan

By an Order entered on May 21, 2015, the County Commission approved the development by High Tech Corridor Development, LLC (the "Developer") of a second development project plan within the TIF District (the "Original Phase II Project Plan"). By an Order entered on December 28, 2018, the County Commission approved the amendment of the Original Phase II Project Plan to include additional phases of development of certain infrastructure improvements, including, but not limited to: design, acquisition, construction and equipping of new road construction and road improvements, water, sewer, electric, gas and other necessary utility improvements, intersection improvements, curbing, traffic control, lighting, sidewalks and other related infrastructure, engineering, remediation, earthwork, site preparation, cut and fill, site infrastructure, and improvements to public infrastructure within the TIF District (the "First Amended White Oaks Project No. 2"). The Developer proposes the further amendment of the Original Phase II TIF Project Plan to include additional phases of development of certain infrastructure projects and site development within the TIF District, including infrastructure and site development related to proposed residential development within the TIF District, including, but not limited to: design, acquisition, construction and equipping of new road construction and road improvements, water, sewer, electric, gas and other necessary utility improvements, intersection improvements, curbing, traffic control, lighting, sidewalks and other related infrastructure, engineering, remediation, earthwork, site preparation, cut and fill, site infrastructure and land acquisition within the TIF District (the "Second Amended White Oaks Project No. 2"). The map below shows the existing TIF District as well as proposed improvements contemplated by the Second Amended White Oaks Project No. 2:

[Insert Map]

Tax Increment Financing Obligations

The County Commission has previously issued its Senior Tax Increment Refunding Revenue Bonds, Series 2021 A Tax-Exempt (Development District No. 3 – White Oaks) in the principal amount of $20,573,000 (the "Series 2021 A Bonds") and its Subordinate Tax Increment Revenue Bonds, Series 2021 B Taxable (Development District No. 3 – White Oaks) in the principal amount of $4,195,000 (the "Series 2021 B Bonds"). The County Commission proposes to issue additional tax increment revenue obligations and/or increase the principal amount of the Series 2021 B Bonds in a total amount not to exceed $40,000,000 (collectively, the "TIF Obligations"). Proceeds of the TIF Obligations are generally planned to be used to (i) finance costs of the Second Amended White Oaks Project No. 2, including architectural, engineering, legal and other professional fees and expenses; (ii) finance costs of obtaining approval of the Second Amended White Oaks Project No. 2; (iii) fund reserves for the TIF Obligations, as necessary; (iv) fund capitalized interest on the TIF Obligations, as necessary; and (v) pay costs of issuance of the TIF Obligations and related costs. A portion of the Second Amended White Oaks Project No. 2 may also be paid directly from tax increment revenues.

Further information regarding the proposed Application and the TIF Obligations are on file and available for inspection at the office of the Clerk of the County Commission during regular business hours, located at the County Clerk's office in the Harrison County Courthouse, 301 West Main Street, Clarksburg, West Virginia.

Dated: _____, 2023.

By: /s/ John Spires
County Clerk

STEPTOE & JOHNSON PLLC
ATTORNEYS AT LAW

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

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Writer's Contact Information
304.933.8136
Thomas.Aman@steptoe-johnson.com

April 3, 2023

Representation by Steptoe & Johnson PLLC
Amendment of Project Plan for
Harrison County Development District No. 3- White Oaks

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

High Tech Corridor Development LLC
Attn: H. Wood Thrasher, Manager
500 White Oaks Boulevard
Bridgeport, West Virginia 26330

Dear Commissioner Thomas and Mr. Thrasher:

The purpose of this engagement letter is to set forth certain matters concerning the services we will perform as legal counsel to The County Commission of Harrison County (the "County Commission") in connection with the proposed further amendment of Project Plan No. 2 (the "Project Plan") for the property tax increment financing district known as Harrison County Development District No. 3- White Oaks (the "TIF District") and related matters. The Rules of Professional Conduct governing attorneys recommend that attorneys have written fee agreements with their clients. This letter, when returned to our office, will constitute your written fee agreement ("Agreement") with our firm for the matters described below.

1. IDENTITY OF CLIENT

For the purpose of this representation, we understand that our client is The County Commission of Harrison County. We are not representing High Tech Corridor Development LLC, the developer for the TIF District (the "Developer") with respect to the subject matter of this engagement or with respect to the issuance of any tax increment revenue obligations with respect to the TIF District, or any other entities or individuals whose interest may be affected by this matter, and such individual persons or other entities are expressly excluded from the scope of our representation. We understand that the Developer has engaged its own separate legal counsel for matters respecting the TIF District and tax increment financing obligations that may be issued by the County Commission from time to time with respect to the TIF District.

2. SCOPE OF SERVICE

You are hiring us as your attorneys to represent you in the following matter:

To work with representatives of the County Commission and the Developer as well as the West Virginia Department of Economic Development and other State agencies and

officials as necessary to prepare necessary applications for the amendment of the Project Plan and to prepare documents and oversee and facilitate the process for all necessary approvals for the amendment of the Project Plan.

We will provide those legal services necessary to represent you in the above matter and we will take reasonable steps to keep you informed of progress and to respond to your inquiries. Our representation will conclude when the County Commission has entered an Order approving the amendments to the Project Plan. If you request that Steptoe & Johnson PLLC perform additional work relating to this matter for you in the future, the terms of this letter will apply unless a different arrangement is entered into.

It is anticipated that if bonds are to be issued, a separate engagement will be or has been entered into relating to our services as bond counsel to the County Commission for such issue.

3. CLIENT DUTIES

You agree to be truthful with us, to cooperate, to undertake reasonable means to provide complete and accurate documents and information which may be requested in relation to this matter, to keep us informed of developments and to abide by this Agreement.

4. STAFFING, LEGAL FEES, BILLING PRACTICES

Tom Aman and Jason Turner will be the attorneys primarily responsible for the work we will perform for you in this matter. We may utilize the services of other attorneys, law clerks and legal assistants to assist as necessary to efficiently handle your work and to meet time deadlines.

All fees and expenses which we incur in this matter will either be paid by the Developer within thirty (30) days of being billed or alternatively from the proceeds of tax increment financing obligations which may be issued by the County Commission with respect to the TIF District. All invoices not paid from the proceeds of tax increment revenue obligations will be sent to both the County Commission and the Developer.

The County Commission and the Developer agree to pay by the hour, in the manner stated above, for time spent on this matter by our legal personnel. Our billing rates vary with the experience and skill of the attorney or legal personnel rendering the service. For this matter our hourly billing rates will be as follows: $325 for Jason Turner; $365 for Tom Aman and other Members; $295 for Of Counsel and $255 for Associates. These rates represent a significant discount for our Member and Of Counsel standard rates. In order to minimize fees and expenses, while still providing high quality counsel, we may assign other lawyers or paralegals to work on various aspects of this matter.

We charge for our time in minimum units of 1/4 hours. We will charge for the time we spend on telephone calls relating to this matter, including calls with you and others

relating to this matter. The legal personnel assigned to your matter may confer among themselves on the matter, as required. When they do confer, each person will charge for the time expended.

We normally adjust our billing rates annually on or about January 1, and we reserve the right to annually adjust our billing rates if this matter continues into another calendar year.

5. COSTS AND OTHER CHARGES

We will incur various costs and expenses in performing legal services under this Agreement. The County Commission and Developer agree, in the manner stated hereinabove, to pay for those costs and expenses in addition to the hourly fees. The costs and expenses commonly include, but are not necessarily limited to, legal publication costs, photocopy and reproduction costs, long distance telephone calls, messenger and other delivery fees, faxes, postage, parking and other travel expenses, clerical staff overtime, charges for computer research time and other similar items. We may have some costs billed directly to the Clients by third-party providers, such as legal notice publication costs. The costs set forth on the attached Cost Information Sheet will be charged for the identified items and any other costs and disbursements, such as filing fees, meals, and similar costs, will be billed at their actual direct cost. The County Commission and Developer agree to pay, in the manner stated hereinabove, for transportation, meals, lodging and all other costs of any necessary out-of-town travel by our personnel. You will also be charged the hourly rates for the time legal personnel spend traveling.

6. BILLING STATEMENTS

If our fees and costs are paid from the proceeds of tax increment revenue obligations we will provide one invoice at the time of closing the obligations which will be a summary invoice stating the role in which we served, that the issue of obligations has closed and the total fee due. If our fees and costs are to be paid by the Developer outside the closing of an issue of obligations we will provide a detail bill which will be due within thirty (30) days to both the County Commission and the Developer but will be payable solely by the Developer.

7. DISCHARGE AND WITHDRAWAL

You may discharge us at any time, in which case the County Commission and Developer agree to honor our invoices for fees and expenses incurred for all work performed in the manner stated hereinabove. We may withdraw with your consent or for good cause. "Good cause" includes your breach of this Agreement, your refusal to cooperate with us or to follow our advice on a material matter, or any fact or circumstance that would render our continuing representation either unlawful or unethical.

8. **DISCLAIMER OF GUARANTEE**

Nothing in this Agreement and nothing in our reports or statements to you should be construed as a promise or guarantee about the outcome of your matter. We make no such promises or guarantees. Our comments about the expected outcome of your matter are expressions of our opinion only based on the presently known facts and circumstances.

9. **EFFECTIVE DATE**

The effective date of this Agreement will be retroactive to the date we first performed services. The date at the beginning of this Agreement is for reference only.

We look forward to working with you. If these terms are acceptable to you please sign this letter and return to me keeping a copy for your file. If you have any questions about this letter or our representation, please call or write me.

STEPTOE & JOHNSON PLLC

By: _____
A Member

ACCEPTED AND APPROVED:

THE COUNTY COMMISSION OF HARRISON COUNTY

By: _____
Its President

Date: _____

HIGH TECH CORRIDOR DEVELOPMENT, LLC

By: _____
Name: H. Wood Thrasher
Title: Manager

Date: _____

STEPTOE & JOHNSON PLLC

COST INFORMATION SHEET

(a) Copies - $0.25 per page

(b) In-house scanning - $0.10 per page

(c) In-house couriers - based on time, plus mileage

(d) Legal research - based on inquiry complexity

(e) Auto travel - IRS business mileage rate ($0.655 per mile)

STEPTOE & JOHNSON PLLC

www.steptoe-johnson.com
Revised 4/13/21

Standard Terms of Engagement for Legal Services

This statement accompanies our engagement letter and sets forth the standard terms of our engagement as your lawyers. Unless modified in writing by our engagement letter or by other mutual written agreement, these terms will be an integral part of our agreement with you.

Therefore, we ask that you review this statement carefully and contact us promptly if you have any questions. We suggest that you retain this statement in your file along with the engagement letter.

STEPTOE & JOHNSON PLLC

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Identity of Clients-Scope of Work

We represent only the person or persons identified as clients in our engagement letter. We do not, for the matters described in the engagement letter, represent anyone else, including any relatives, affiliates, officers or employees of the identified client or clients.

Our legal representation is limited to the performance of the services described in the engagement letter and does not include representation beyond the scope described or in any other matter.

Any expressions on our part concerning the outcome of your legal matters are expressions of our best professional judgment but are not guarantees. Such opinions are necessarily limited by our knowledge of the facts and are based on the state of the law at the time they are expressed.

If you have any questions about the limits of our representation or the scope of our services, please contact us and your questions will be answered promptly.

Our representation of you will commence when we receive from you an executed copy of the engagement letter and any advance payment described therein.

To the extent that the terms of this statement and the terms of our engagement letter may be inconsistent, the terms of the engagement letter shall control.

Who Will Provide the Legal Services

Customarily, each client of the firm is served by a principal lawyer contact. The principal lawyer should be someone in whom you have confidence and with whom you enjoy working. You are free to request a change of principal lawyer at any time.

Subject to the supervisory role of the principal lawyer, your work or matter, or it may be performed by other lawyers and legal assistants in the firm. Such delegation may be for the purpose of involving lawyers or legal assistants with special expertise in a given area or for the purpose of providing services on the most efficient and timely basis.

Whenever practicable, we will advise you of the names of those lawyers and legal assistants who work on your matters. If required by you, our engagement letter will identify your specific procedures regarding staffing, as well as billing and other matters.

How Fees Are Set

In most instances, our fees are based on our hourly rates. We will keep accurate records of the time we devote to your work, including conferences (both in person and over the telephone), correspondence, email communication, negotiations, factual and legal research and analysis, document preparation and revision, travel on your behalf, and other related work. We typically record our time in units of quarter hours, but this practice may vary depending upon your requirements. In such instances, it will be addressed in the terms of our engagement letter.

The hourly rates of our lawyers and legal assistants vary based upon a number of factors, including the experience, reputation and expertise of the person performing the services as well as the difficulty, novelty, or complexity of the issues presented. These rates are usually adjusted annually to reflect current levels of legal experience, changes in our costs, and other factors, subject to the terms of any specific arrangement with you.

We are often requested to estimate the amount of fees and costs likely to be incurred in connection with a particular matter. Whenever possible, we will, when asked, furnish such an estimate based upon our professional judgment but always with a clear understanding that it is not a maximum or fixed-fee quotation. The ultimate cost frequently is more or less than the amount estimated.

For certain well-defined services (for example a simple business incorporation), we may quote you a fixed fee. In such situations, the fixed fee arrangement will be expressed in the engagement letter setting forth both the amount of the fee and the scope of the services to be provided.

In undertaking representation of a client with a personal injury or wrongful death claim, we may, in appropriate circumstances, provide legal services on a contingent fee basis. Any such contingent fee arrangement will be set forth in the engagement letter.

Additional Charges

Typically, we will charge our clients not only for legal services rendered but also for costs incurred in providing these services.

Examples include charges for long-distance telephone calls, travel and lodging expenses, courier services, computerized research, and the use of our facsimile, photocopy and printing machines. We attempt to bill you for our actual out-of-pocket costs incurred, but for some items, the true cost incurred is difficult to establish. We would be pleased to discuss with you the specific schedule for these costs and to answer any questions that you may have. If you would prefer, in some situations we can arrange for certain of these services to be provided by third parties with direct billing to you.

It may become necessary to have expert witnesses, consultants or investigators in connection with your representation. We will not hire such persons unless you agree to pay for their fees and charges. We will not select any expert witnesses, consultants or investigators until we consult with you.

Advance Deposits by Clients

Clients are commonly asked to make an advance deposit of funds with the firm. If you do deposit funds with us, you are deemed to have granted to us a security interest in the funds. These funds may be credited against your account and held by us as security for your past, present and future obligations to us. In some instances, we will apply these funds to satisfy your monthly invoices as they are billed, and in other instances we may apply these funds against your invoice only if payment is not made within thirty (30) days of our invoice. The specific manner in which your deposit will be handled will be addressed in the engagement letter. You agree that if requested, you will replenish these funds to the original balance and will increase the deposit to a greater amount if necessitated by the nature of the matter. If there should be any balance of these funds remaining at the time our representation terminates and all of our invoices have been paid, the balance will be returned to you.

Disputes Resolved by Arbitration

If you disagree with the amount of our fee, please take up the question with your principal lawyer contact or with our chief executive officer. Typically, such disagreements are resolved to the satisfaction of both sides with little inconvenience or formality.

Depending upon the rules of the applicable jurisdiction, you may also have the right to seek mediation or arbitration regarding such dispute under supervision of the state bar association. We agree to participate fully in that process, if applicable.

Bill Arrangements & Terms of Payment

Unless otherwise stated in the engagement letter, we will bill monthly. All invoices are due within 30 days of their date. We reserve the right to assess a late fee of 1.5% per month on all amounts unpaid for more than sixty (60) days from the date of billing, as well as the right to suspend or terminate services on account of nonpayment, subject to the limitations of applicable bar rules. Our policy is to discontinue service if invoices remain unpaid for more than ninety (90) days.

Escrow Deposits

We typically do not serve as escrow agent for client funds. In those instances where we do, and it is not required that we establish a separate escrow account for the funds received, the funds will be placed in our agency account for your benefit. Depending upon the rules of the applicable jurisdiction, your deposit may be placed in a pooled account if it is not expected to earn a net return, taking into consideration the size and anticipated duration of the deposit and the transaction costs. Other trust deposits will also be placed in the pooled account unless you request a segregated account. Again, depending upon the rules of the applicable jurisdiction, interest earned on the pooled account may be payable to a charitable foundation established for such purpose. Interest earned on a segregated trust account will be added to the deposit for your benefit and will be includable in your taxable income.

Attorney-Client Privilege

The attorney-client privilege is an important subject that we raise with our clients at the outset of a new representation. As a matter of professional responsibility, we are required to preserve the confidence of our clients. The professional obligation and the legal privilege accorded attorney-client communication exist to encourage candid and complete communications between client and attorney. The attorney-client privilege can be lost if our written or oral communications are shared inappropriately with others, including employees or representatives of the client not necessary to the effective representation of the client.

We should discuss in advance any intention on your part to include others in our confidential relationship.

Termination of Representation

Disposition of Documents

You may terminate our representation at any time, with or without cause, by notifying us. Your termination of our services will not affect your responsibility for payment of legal services rendered and costs incurred before termination, as well as your responsibility for payment of legal services and costs incurred in connection with an orderly transition of the matter.

We are subject to the rules of professional responsibility for the jurisdictions in which we practice which list several types of conduct or circumstances that require or allow us to withdraw from representing a client, including, for example: nonpayment of fees or costs, misrepresentation or failure to disclose material facts, action contrary to our advice, and conflict of interest with another client. We try to identify in advance and discuss with our clients any situation which may lead to our withdrawal and, if withdrawal ever becomes necessary, we will give the client written notice of our withdrawal, or, if required, our intent to seek court approval of our withdrawal.

Unless previously terminated, our representation will terminate upon the conclusion of our work for you on the matter or matters for which we have been engaged, but in no event later than our sending to you our final invoice for services rendered with respect to such matter or matters. If a period of 90 days passes in which we perform no service for you, we will consider our engagement terminated unless the circumstances indicate that our representation is ongoing.

Upon termination of our representation, if you so request, your papers and other data will be returned to you promptly. Otherwise, they will be retained by us and destroyed in accordance with our retention policy. We will not provide further notice of our intended destruction of these documents unless requested. At our discretion, we may return the files in either hard copy or electronic form. If you object to our retaining files in electronic form, we should be so advised prior to the termination of our engagement. During the time we retain your files, you may request that we assemble and return to you those files to which you are entitled. Our own files pertaining to the matter will be retained by the firm.

These firm files include, for example, firm administrative records, time and expense reports, personnel and staffing materials, credit and accounting records, and internal lawyers' work product such as drafts, notes, and internal memoranda, prepared by or for the internal use of lawyers. These documents will be retained by us following the termination of the engagement for such period as we deem appropriate.

After completion of the matter for which we have been engaged, changes may occur in the applicable laws or regulations that could have an impact upon your future rights and liabilities. Unless you engage us to provide additional advice on issues arising from such prior representation, we have no continuing obligation to advise you with respect to future legal developments.

Client Responsibilities

You agree to pay our invoices for services and costs incurred as provided above. In addition, you agree to be candid and cooperative with us and will keep us informed and provide us with all information known or available to you relevant to our representation. Because it is important that we be able to contact you at all times in order to consult with you regarding your representation, you will inform us, in writing, of any changes in the name, address, telephone number, contact person, email address, state of incorporation or other relevant changes regarding you or your business. Whenever we need your instructions or authorization in order to proceed with legal work on your behalf, we will contact you at the latest business address we have received from you. If you affiliate with, acquire, are acquired by or merge with another company, you will provide us with sufficient notice to permit us to withdraw as your attorneys if we determine that such affiliation, acquisition or merger creates a conflict of interest between any of our clients and the other party to such affiliation, acquisition or merger, or if we determine that it is not in the best interests of the firm to represent the new entity.

A-1

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, March 29, 2023, through Tuesday, April 4, 2023

The County Commission of Harrison County this day proceeded to examine the report of the Clerk of the Commission of the Fiduciary and Probate matters had before his during the vacation of the Commission, and it appearing to the Commission that all of the proceedings had therefore ordered that the said report and matters thereto contained be and the same is hereby ratified and confirmed. Said report is in words and figures as follows, to-wit:

On, Wednesday, March 29, 2023, 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, **TAMARA J BRYAN** was appointed and qualified as ADMINISTRATRIX of the estate of **PERRY JANE BRYAN**, deceased. Bond was 25,000.00.

A duly exemplified copy of the last will and testament of **CATHERINE H CANTER**, deceased, late a resident of STARK, OHIO, was admitted to record.

A duly exemplified copy of the last will and testament of **LORNA J HERNDON**, deceased, late a resident of LORAIN, OHIO, was admitted to record.

The last will and testament of **THOMAS EDWARD CONDRON**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

ELLEN MARIE CONDRON, who was named in the last will and testament of **THOMAS EDWARD CONDRON**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Thursday, March 30, 2023, the following matters were disposed of in the presence of the Clerk:

A duly copy of the last will and testament of **GREGORY JACK CROSS**, deceased, late a resident of DODDRIDGE, WEST VIRGINIA, was admitted to record.

A duly exemplified copy of the last will and testament of **JAMES M SUTTON**, deceased, late a resident of DENVER, COLORADO, was admitted to record.

On, Monday, April 3, 2023, 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, **MARK J MAYER** was appointed and qualified as ADMINISTRATOR of the estate of **SCOTT GREGORY MAYER**, deceased. Bond was 22,500.00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **SHAWN FRANKLIN LANE** was appointed and qualified as ADMINISTRATOR of the estate of **KATHERYN MOURINE LANE**, deceased. Bond was 20,000.00.

On, Tuesday, April 4, 2023, the following matters were disposed of in the presence of the Clerk:

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

MICHAEL TODD ALONSO, who was named in the last will and testament of **MARY TALERICO**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

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

ROBIN LYNN BISE, who was named in the last will and testament of **MARY LOU GRIMES**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

The last will and testament of **ELLEN J OLEAN**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

BETH A GRIBBLE, who was named in the last will and testament of **ELLEN J OLEAN**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly copy of the last will and testament of **WILTON E WILLIAMS JR**, deceased, late a resident of RITCHIE, WEST VIRGINIA, was admitted to record.



John R Spires
Clerk of the Harrison County Commission

Wednesday, April 19, 2023

Confirmed

A-2

United States of America

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, April 5, 2023, through Tuesday, April 11, 2023

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, April 6, 2023, the following matters were disposed of in the presence of the Clerk:

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

BRADLEY J MAYLE, who was named in the last will and testament of **DAVID LEE MAXWELL**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Monday, April 10, 2023, the following matters were disposed of in the presence of the Clerk:

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

BARBARA ANN BENNETT, who was named in the last will and testament of **BRUCE LYNN BENNETT II**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly exemplified copy of the last will and testament of **RUTH ANNE MOORE**, deceased, late a resident of JEFFERSON, OHIO, was admitted to record.

On, Tuesday, April 11, 2023, the following matters were disposed of in the presence of the Clerk:

The said estate of **JERRY LEE WILLIAMS**, deceased was referred to **ROBERT L GREER**, 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, **JOE A PERRY** was appointed and qualified as EXECUTOR of the estate of **TONEY R PERRY**, deceased. Bond was 7,715.00.

The said estate of **BARBARA JEAN STALNAKER**, deceased was referred to **NORMAN T FARLEY**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

The said estate of **WILLIAM A SPEARS JR**, deceased was referred to **JAMES A VARNER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

A duly exemplified copy of the last will and testament of **JUANITA H CHAMBERLAIN**, deceased, late a resident of MONTGOMERY, MARYLAND, was admitted to record.

The last will and testament of **PAUL ZANE BOWMAN**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

PAUL ZANE BOWMAN II, who was named in the last will and testament of **PAUL ZANE BOWMAN**, deceased, as ADMINISTRATOR thereof, qualified as such. No bond was required.

John R Spires
Clerk of the Harrison County Commission

Wednesday, April 19, 2023

Confirmed

Estate: 11173

C-1

Sun Valley Public Service District
Regular Board Meeting

Tuesday
April 11, 2023
3:30 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. Jason Graser of Edward Jones to discuss investment options
6. Public Comments
7. Adjournment

Sun Valley Public Service District

Regular Board Meeting

Tuesday, March 14, 2023

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

Present	**Employees**	**Also Present**
Gregg Dale	Kevin Short	Cody Turner
Connor Thompson		Clay Riley
Sandra Patterson		

**Clay said that the Board is going to continue dealing with him. He said he knows Kevin likes to have a team and Clay agrees with that and they will have different people for various things; such as, they will use Ashley Tomko for certain things and Cody Turner will help with the design and construction, plus you will have Kylea Radcliff and himself. **

1. **Approval of Minutes**
   Sandra Patterson made a motion to approve the Regular Board meeting on Wednesday, February 15, 2023, as read. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**
   Sandra Patterson made a motion to approve the Check Signed Document dated 2/23/23 through 3/10/23. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.

3. **Lead Service Lines**
   Cody informed the Board that he has Task Quarter #1 for the Water Meter Service Agreement. Kevin informed the Board that we have already approved this, as this is to do our Lead Service Line Inventory. Kevin said that Clarksburg Water Board has a class action law suit and we have to cover our basis, as well as CWB has to cover theirs. Kevin said that we have no choice but to do this and it has to be done by October 23, 2023 and be finalized by October 23, 2024. Cody and Kevin and the Board discussed this in detail. After discussion, **Connor Thompson made a motion that we increase the amount on Task Quarter #1 to add $7,500.00 to the original amount of $24,500.00. Sandra Patterson seconded the motion. All in favor, none opposed and none abstained.**

4. **Phase III Sewer Project**

1. Clay informed the Board that on Phase III A, they have the preliminary design completed. Clay said over the past few weekends he has been reviewing the calculations and marking up the plans and is working to finish up in a few weeks. Clay and the Board discussed this in detail.
2. Clay informed the Board that with Phase III B, which we had the public meeting on, they did the application for the CDS which is the Congressionally Directed Spending and this has been

submitted, but this needs to be converted into a facility plan. Clay said there are a couple small technical corrections that need to be made to some of the comments that IJDC made, but this will be cleaned up as we go into the facility plan. Clay and the Board discussed this further.

5. **Manager's Report**

A. Kevin informed the Board that we only received one bid for the new truck and it was from Mid-State Chevrolet & Buick. Kevin said this is the only new truck that he could find that met the requirements of our order. It is a 2023 Chevy 1500 Silverado and has the 2.7 L turbo for $39,202.00. Kevin said that he has been talking to Country Roads Leasing out of Bridgeport and after discussing this with Zack Dobbins, he recommended that we go with 6 years and the payment would be $677.02 and this is $3.00 less than what the PSC approved, but we are going one more year. Kevin said, he also, put a $1,000.00 deposit down on the truck. After discussion, **Sandra Patterson made a motion to purchase a new 2023 Chevrolet 1500 Silverado from Mid-State Chevrolet and Buick in the amount of $39,202.00 and it is being financed through Country Roads Leasing, LLC for 6 (six) years. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.**

Kevin informed the Board that he ordered meters on November 23, 2022 and was told that it would be 7 months before they received them and they still have not come in. Kevin said he is going to have Country Roads Leasing do a 10 year loan at 6.25% for the $232,510.00 on the meters which is what the PSC has approved. After discussion, **Sandra Patterson made a motion to have our radio meters financed through Country Roads Leasing, LLC in the amount of $232,510.00 with an interest rate of 6.25% for 10 (ten) years. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.**

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

C. Kevin provided the Board with a copy of the Aged Trial Balance sheet and informed them that it was printed before charges were created on February 27, 2023 and discussed.

D. Kevin informed the Board that the Clarksburg Water Board has approached the City of Salem to take over their system. Kevin said they met with them on March 7, 2023 and are in the process of doing a feasibility study. Kevin and the Board discussed in detail.

E. Kevin provided the Board with a copy of the Water and Sewer Spreadsheets that show the total amount billed compared to the total amount purchased for the month of February, 2023 and the total outstanding when the disconnects are mailed each month. Kevin and the Board discussed this in detail.

F. Kevin provided the Board with copies of the Vendor Invoice Report for Water & Sewer that is outstanding as of 2/28/23 and discussed.

G. Kevin provided the Board with copies of the Water Loss Report for July, 2022 through June 2023, with a water loss of 28.47% for the month of January and 31.22% for the month of February, 2023, and with a year to date adjusted water loss of 24.95%. Kevin and the Board discussed this in detail.

H. Kevin provided the Board with a copy of a letter written on March 10, 2023 to Jason Myers, General Manager for the Clarksburg Water Board in reference to the TTHM Removal Project and discussed in detail.

I. Kevin provided the Board with a copy of the CWCR (Current Cash Working Capital Reserve), Water Capital Reserve Savings, and Water to Water Working Capital Reserve Savings Account for FY 2022-2023. This is based on Total Monthly Collections of Sales, Forfeited Discounts & CWCR Increment. New rates not implemented until August, 2022 per PSC start with September, 2022 collections. Kevin and the Board discussed in detail.

J. Kevin provided the Board with a copy of the CWCR (Current Cash Working Capital Reserve), Sewer Capital Reserve Savings, and Sewer to Sewer Working Capital Reserve Savings Account for FY 2022-2023. This is based on Total Monthly Collections of Sales, Forfeited Discounts & CWCR Increment. New rates not implemented until August, 2022 per PSC start with September, 2022 collections. Kevin and the Board discussed in detail.

K. Kevin provided the Board with a copy of the April, 2023 calendar and discussed.

6. Next Board Meeting

Sandra Patterson announced that the next Board Meeting would be April 11, 2023.

7. Adjournment

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

Chairman

Treasurer

Secretary

aja

C-3

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

** OPEN INVOICES ** DUE DATE: 3/31/23 ** BANK:ALL **

** BEGINNING DATE: 1/01/62 - ENDING DATE: 3/31/23 **

** PAY-TO VENDOR **

ALL FUNDS

	ACCOUNT #	TITLE	QUAN	AMOUNTS	QUAN	BALANCES
B	80 625 000 00	MAINTENANCE OF PUMPING EQUIP	1	521.38	1	521.38
B	80 641 000 00	OPERATION SUPPLIES & EXPENSE	1	191.73	1	191.73
B	80 651 100 00	MAINTENANCE OF MAINS	3	4,500.35	3	4,500.35
B	80 921 100 00	OFFICE SUPPLIES & OTHER EXPENS	2	166.30	2	166.30
B	80 923 400 00	OUTSIDE SERVICES-ACCOUNTING	8	20,325.00	8	20,325.00
B	80 923 425 00	OUTSIDE SERVICES-AUDIT	1	3,650.00	1	3,650.00
B	80 926 700 00	EDUCATION/EMPLOYEES	1	37.50	1	37.50
B	80 928 000 00	REGULATORY COMMISSION EXPENSE	2	5,537.72	2	5,537.72
	FUND# 80	WATER FUND	19	34,929.98	19	34,929.98
B	81 725 000 00	PUMPING MAINTENANCE	1	4,950.00	1	4,950.00
B	81 793 000 00	GENERAL & MISC SUPPLIES & EXP	3	153.44	3	153.44
B	81 795 100 00	OUTSIDE SERVICES-ACCOUNTING	26	26,932.90	26	26,932.90
B	81 795 125 00	OUTSIDE SERVICES-AUDIT	1	3,650.00	1	3,650.00
B	81 797 000 00	REGULATORY COMMISSION EXPENSES	2	2,373.30	2	2,373.30
B	81 800 000 00	OTHER GENERAL EXPENSES	1	37.50	1	37.50
	FUND# 81	SEWER FUND	34	38,097.14	34	38,097.14
		ALL FUNDS	53	73,027.12	53	73,027.12

C-4

Enlarged Hepzibah Public Service District
Regular Board Meeting

Monday
April 10, 2023
5:00PM

AGENDA

1. Call meeting to order
2. Reading of the Minutes and Approval of Check Signing Document
3. Manager's Report
4. Old Business
5. New Business
   A. Review & Approve 4th Payment Request for Water Project
   B. Jason Graser of Edward Jones to discuss investment options
6. Public Comments
7. Adjournment

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

C-5

Enlarged Hepzibah PSD

Regular Board Meeting

Monday, February 13, 2023

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

Present	**Employees**	**Also Present**
Darlene Swiger	Kevin Short	Logan Alastanos
Fred Martin		Shelby Johnson
Sharon Hamilton		

1. **Approval of Minutes**
   Fred Martin made a motion to approve the minutes for January 9, 2023 as read. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**
   Fred Martin made a motion to approve the Checks Signed Document dated 01/01/2023 through 01/31/2023. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

3. **Hepzibah Water Project**
   Shelby was present to update the Board on the water project. Shelby discussed payment request #3 payments for a total of $129.998.57, all being paid for by I.J.D.C. These payments include Virco Contracting, Thrasher Engineering, Administrator, and the Attorney fees related to the PSD project filing and Region VI. Shelby advised the need for approval and signature on all 4 copies.
   Fred Martin made a motion to approve and sign payment request #3 in the total amount of $129,998.57. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.
   Logan gave the Board an update on the progress of the water project. He informed them that the start date is expected on the 15th or the 16th of February as there were a couple of weeks delay in getting the pipe. Virco Contracting mobilized a bunch of equipment today to the Meadowbrook area and will be putting up the silk fencing tomorrow. Logan and the Board discussed in detail.

4. **Manager's Report**
   - **A.** Kevin informed the Board that the logo stickers are on all the trucks he said they received and installed the bed covers on the two new trucks and the tools needed for the trucks. Kevin and the Board discussed.
   - **B.** Kevin discussed with the Board that Rhonda is our new safety coordinator and meetings will be held every Friday at 2:30 pm. Kevin and the Board discussed in detail.
   - **C.** Kevin updated the Board on the progress of the lift station at Pete Dye and they replaced the grinder pump that was down. Kevin also informed them of three more grinder pumps that need replaced and they are; Abruzzino's Bakery, Gypsy Camp and Gypsy Hollow #3. Kevin and the Board discussed in detail.

D. Kevin discussed with the board that on February 3rd they had to do a sanitary survey with the Health Department and there were no significant deficiencies. There were only two small ones, one was water loss over 15% and the other was to reseal the bottom of both tanks, both of which were minor. Kevin and the Board discussed in detail.

E. Kevin discussed with the Board the upcoming rate increase from Clarksburg Water Board Kevin and the Board discussed in detail.

F. Kevin discussed with the Board the January 18, 2023 past due accounts list. Kevin and the Board discussed in detail.

G. Kevin discussed with the Board the past due notices there was 235 customers past due. Kevin and the Board discussed in detail.

H. Kevin provided the Board with a copy of the A/P Aging Summary as of January 31, 2023. Kevin also provided the Board with the Profit & Loss for January 2023, and the Statement of Cash Flows for January 2023, and discussed in detail.

I. Kevin provided the Board with a copy of the Accounts Payable by Aging Period as of January 31, 2023. He provided the Profit & Loss from July through January 2023 and the Income and Expense statement for January 2023. Kevin and the Board discussed this in detail with the Board.

J. Kevin provided the Board with a copy of the Hepzibah Water Loss Report for July, 2022 through July, 2023 per CWB read dates. Kevin said the Water Loss YTD is 35.88%. Kevin and the Board discussed.

K. Kevin provided the Board with the February 2023 and March 2023 calendars, and discussed.

5. Next Board Meeting

Fred Martin announced the next Board meeting will be March 13, 2023

6. Adjournment

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

Darlene Zinger
Chairman

Sharon Hamilton
Treasurer

Fred Martin
Secretary

jd

Enlarged Hepzibah PSD
A/P Aging Summary
As of February 28, 2023

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Ace Hardware	158.65	0.00	0.00	0.00	0.00	158.65
B&M Environmental LLC	2,999.00	0.00	0.00	0.00	0.00	2,999.00
Bennett & Dobbins PLLC	0.00	0.00	0.00	0.00	42,020.67	42,020.67
BHM CPA Group, Inc.	4,000.00	0.00	0.00	0.00	0.00	4,000.00
Cardinal Sales & Service	1,158.54	0.00	0.00	0.00	0.00	1,158.54
CITCO	79.59	0.00	0.00	0.00	0.00	79.59
City of Clarksburg	390.00	0.00	0.00	0.00	0.00	390.00
City of Shinnston	26.70	0.00	0.00	0.00	0.00	26.70
Clarksburg Water Board	26,917.39	0.00	0.00	0.00	28,152.01	55,069.40
CONTINENTAL COFFEE SERVICE	65.90	0.00	0.00	0.00	0.00	65.90
Core & Main LP	251.34	0.00	0.00	0.00	0.00	251.34
CORKY WELLS ELECTRIC	480.00	0.00	0.00	0.00	0.00	480.00
DODSON PEST CONTROL	62.00	0.00	0.00	0.00	0.00	62.00
Enlarged Hepzibah PSD	335.50	0.00	0.00	0.00	0.00	335.50
Hart Office Solutions	47.82	0.00	0.00	0.00	0.00	47.82
Miss Utility of WV, Inc.	21.50	0.00	0.00	0.00	0.00	21.50
Mon Power	1,359.32	0.00	0.00	0.00	0.00	1,359.32
PACE ANALYTICAL	308.10	0.00	0.00	0.00	0.00	308.10
State Electric Supply Company	40.50	0.00	0.00	0.00	0.00	40.50
Sun Valley Public Service District	8,108.00	0.00	0.00	0.00	18,152.90	26,260.90
Tepco	783.11	0.00	0.00	0.00	0.00	783.11
The Exponent Telegram	230.37	0.00	0.00	0.00	0.00	230.37
USA Bluebook	1,144.95	0.00	0.00	0.00	0.00	1,144.95
WV Rural Water Association	141.54	0.00	0.00	0.00	0.00	141.54
WV STATE AUDITOR	320.00	0.00	0.00	0.00	0.00	320.00
TOTAL	**49,429.82**	**0.00**	**0.00**	**0.00**	**88,325.58**	**137,755.40**

Enlarged Hepzibah PSD
Profit & Loss
February 2023

		Feb 23
Income		
1500 · Late Fees		702.97
1501 · Metered Sales		30,053.19
1505 · Misc Income		22,694.75
4610 · Metered Water Sales		55,227.72
4700 · Water Late Fees		844.68
4741 · Reconnect Fees		272.93
4744 · Misc Water Income		51.99
Total Income		109,848.23
Gross Profit		109,848.23
Expense		
ENLARGED HEPZIBAH PSD		298.27
1704 · Utilities - Sewer Plant		63.93
1726 · Maint of Sewer Plant		1,228.67
1743 · Transportation Expense		1,219.58
1789 · Petty Cash		200.00
1790 · Postage		456.03
1793 · Supplies		967.63
1794 · Uniforms		202.80
1795 · Telephone		271.93
1796 · Outside Services		25,182.12
1797 · Misc Expense		261.85
1799 · Advertising		230.37
1804 · Regulatory		141.54
1805 · Sludge Disposal		390.00
6020 · Purchased Water		26,871.39
66000 · Payroll Expenses		17,477.96
6661 · Water Testing		354.10
6662 · Power & Fuel		
6662.1 · HREA	1,751.07	
6662.2 · Mon Power	1,718.35	
Total 6662 · Power & Fuel		3,469.42
9210 · Office Supplies		1,252.46
9260 · Pensions & Benefits		4,420.72
9280 · Regulatory Expenses		4,000.00
Total Expense		88,960.77
Net Income		**20,887.46**

Enlarged Hepzibah PSD
Statement of Cash Flows
February 2023

	Feb 23
OPERATING ACTIVITIES	
Net Income	20,887.46
Adjustments to reconcile Net Income to net cash provided by operations:	
1000.1 · Water:1370 · Returned Checks	25.00
Account Payable	-22,918.33
1200 · Other Liabilties - Sewer:1227 · Customer Deposits	350.00
1201 · Other Current Liabilities - Wat:2350 · Customer Deposits	557.28
24000 · Payroll Liabilities	569.79
Net cash provided by Operating Activities	-528.80
INVESTING ACTIVITIES	
Water Construction Project	-129,968.57
1400 · Fixed Assets - Sewer:1314 · Misc Structures & Improvements	7,736.94
1400 · Fixed Assets - Sewer:1331 · Power Pumping & Equipment	-480.00
Net cash provided by Investing Activities	-122,711.63
FINANCING ACTIVITIES	
1300 · Long Term Liabilities - Sewer:1236 · 05 USDA Bond Payable	-6,711.48
1300 · Long Term Liabilities - Sewer:1237 · Truist - Truck Loan	-560.00
1300.1 · Long Term Liabilites Water:2376 · Truist Truck Loan	-560.00
1300.1 · Long Term Liabilites Water:2377 · Truist Meter Loan	-2,287.84
2001 · Water Net Assets:2710 · Contributed Capital	129,968.57
Net cash provided by Financing Activities	119,849.25
Net cash increase for period	-3,391.18
Cash at beginning of period	342,411.39
Cash at end of period	**339,020.21**

C-6

Enlarged Hepzibah PSD

Regular Board Meeting

Monday, March 13, 2023

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

Present	**Employees**	**Also Present**
Darlene Swiger	Kevin Short	Mike Hill
Fred Martin		Clay Riley
Sharon Hamilton		

1. **Approval of Minutes**
   Fred Martin made a motion to approve the Regular Board minutes for Monday February 13, 2023 as read. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**
   Fred Martin made a motion to approve the Checks Signed Document dated 02/01/2023 through 02/28/2023. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

3. **Hepzibah Water Project**
   Clay Riley was present to update the Board on the Water Project. Clay informed the Board. of the regulations from the EPA that every public water entity in the state has to go through. they try to identify where the potential lead service lines are and potential lead areas. they have to put location in a GIS. Clay discussed the need for a motion to sign task order #1 for the water master service agreement for the district. **Sharon made a motion to sign the contract for the price that was approved in a previous meeting for task order #1. Fred seconded the motion. All in favor, none opposed and none abstained.**
   Clay discussed with the Board the progress on the Water Project and provided them with photos. Virco Contracting is 42 days into their 120 day contract. Clay, Kevin and the Board discussed in detail.

4. **Hepzibah Sewer Project**
   Clay discussed with the Board that they have been working on how to solve the Meadowbrook Road issue and they will come back and give options on how to move forward. Clay, Kevin and the Board discussed in detail.

5. **Jewel City Church Water Supply**
   Mike Hill from Jewel City Church was present to talk about the water supply to support the fire suppression system and the existing fire hydrants. They are in the process of constructing a 26,000 square foot community sports facility. Multiple companies performed flow rate tests on the fire hydrants along Jewel City Blvd near the church and the test revealed insufficient water flow rates (150 GPM). Brewer & Company Fire Protection has stated that a minimum water supply specification be 40 PSI at 300 GPM to service the sports facility with as much

as 50 PSI at 600 GPM for the entire facility. Kevin informed them he was working with Thrasher to determine a solution and the cost estimate to meet the water supply needs. Kevin and Mike and the Board discussed this in detail.

6. **Manager's Report**
   - **A.** Kevin presented the Board with a copy of the letter from our certified accountant for last Years audit and the report that goes to the state Auditors Office. Kevin and the Board discussed in detail.
   - **B.** Kevin provided the Board with a copy of the A/P Aging Summary as of February 28, 2023. Kevin also provided the Board with a copy of the Profit & Loss report for February 2023, and the Statement of Cash Flows for February 2023, and discussed in detail.
   - **C.** Kevin provided the Board with a copy of the Statement of Cash Flows from July 2022 through February 2023. He provided the Profit & Loss from July through February 2023 and the Income and Expense statement for February, 2023. Kevin and the Board discussed this in detail with the Board.
   - **D.** Kevin provided the Board with a copy of the Hepzibah Water Loss Report for July, 2022 through June, 2023 per CWB read dates. Kevin said the Water Loss YTD is 38.10%. Kevin and the Board discussed.
   - **E** Kevin provided the Board with the April 2023 calendar, and discussed.
   - **F.** Kevin discussed with the Board that a customer on Maulsby Cove is needing to get sewer lines to his residence. Kevin has been working with Thrasher to get a cost estimate for the project. Kevin and the Board discussed
   - **G.** Kevin requested the Board to go into executive session to talk about employee issues. **Fred Martin made a motion to go into executive session to talk about employee issues. Sharon Hamilton seconded the motion. All in favor none opposed and none abstained.**
   - **H. Sharon Hamilton made a motion to extend the Board meeting as needed unless a Special Board meeting is needed at Kevin's discretion. Fred Martin seconded the motion. All in favor, none opposed and none abstained.**

7. **Employee issues**
   - **A. Fred Martin made a motion to increase Darrin Jacksons salary to $16.00 dollars an hour based on his 6 months evaluation affective immediately. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.**
   - **B. Sharon Hamilton made a motion for Kevin to have the accountant to look at numbers for PEIA savings for the employee. Fred Hamilton seconded the motion. All in favor none opposed and none abstained.**

8. **Next Board Meeting**
   Fred Martin announced the next Board meeting will be April 10, 2023

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

Darlene Zurger
Chairman

Karen Hamilton
Treasurer

Secretary

jd

Enlarged Hepzibah PSD
A/P Aging Summary
As of March 31, 2023

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Ace Hardware	193 87	0 00	0 00	0 00	0 00	193 87
B&M Environmental LLC	2.472.50	0 00	0 00	0 00	0 00	2 472.50
Bennett & Dobbins PLLC	500 00	0 00	0 00	0 00	41 020 67	41 520 67
Cardinal Sales & Service	1.013 99	0 00	0 00	0 00	0 00	1 013 99
CITCO	2.731 25	0 00	0 00	0 00	0 00	2.731 25
City of Shinnston	26 70	0 00	0 00	0 00	0 00	26 70
Clarksburg Water Board	27.281 53	0 00	0 00	0 00	26.284 52	53.566 05
CONTINENTAL COFFEE SERVICE	80 90	0 00	0 00	0 00	0 00	80.90
Core & Main LP	1.009 50	0 00	0 00	0 00	0 00	1.009 50
ENCOVA	75 00	0 00	0 00	0 00	0 00	75 00
Enlarged Hepzibah PSD	147 08	0 00	0 00	0 00	0 00	147 08
Hart Office Solutions	30 00	0 00	0 00	0 00	0 00	30 00
Miss Utility of WV, Inc.	18 40	0 00	0 00	0 00	0 00	18 40
Mon Power	1 284 33	0 00	0 00	0 00	0 00	1 284 33
Precision Pump & Valve Service	3.943 00	0 00	0 00	0 00	0 00	3.943 00
Sun Valley Public Service District	4 360 00	3 748 00	0 00	0 00	17 151 56	25.259 56
Tepco	1 161 02	0 00	0 00	0 00	0 00	1,161 02
The Designer's Landscaping & Lawncare	825 00	0 00	0 00	0 00	0 00	825 00
ULINE	659 25	0 00	0 00	0 00	0 00	659 25
TOTAL	**47,813.32**	**3,748.00**	**0.00**	**0.00**	**84,456.75**	**136,018.07**

Enlarged Hepzibah PSD
Profit & Loss
March 2023

		Mar 23
Income		
1500 · Late Fees		902.96
1501 · Metered Sales		30,612.27
1502 · Sewer Taps		700.00
1505 · Misc Income		528.00
4610 · Metered Water Sales		57,036.24
4700 · Water Late Fees		933.16
4741 · Reconnect Fees		137.08
4742 · Water Taps		700.00
Total Income		91,549.71
Gross Profit		91,549.71
Expense		
1508 · Workers Compensation		75.00
1704 · Utilities - Sewer Plant		64.39
1726 · Maint of Sewer Plant		5,477.99
1743 · Transportation Expense		1,625.60
1781 · Accounting & Legal		500.00
1790 · Postage		643.51
1793 · Supplies		5,262.12
1794 · Uniforms		252.55
1795 · Telephone		223.83
1796 · Outside Services		10,282.50
1800 · Bank Charges		134.00
1804 · Regulatory		126.47
6020 · Purchased Water		27,235.53
66000 · Payroll Expenses		21,053.12
6661 · Water Testing		46.00
6662 · Power & Fuel		
6662.1 · HREA	1,380.53	
6662.2 · Mon Power	1,578.06	
Total 6662 · Power & Fuel		2,958.59
9210 · Office Supplies		683.72
9260 · Pensions & Benefits		5,599.46
Total Expense		82,244.38
Net Income		**9,305.33**

Enlarged Hepzibah PSD
Statement of Cash Flows
March 2023

	Mar 23
OPERATING ACTIVITIES	
Net Income	9,305.33
Adjustments to reconcile Net Income to net cash provided by operations:	
1000.1 · Water	-24.69
Account Payable	-8,057.62
1200 · Other Liabilties - Sewer:1227 · Customer Deposits	300.00
1201 · Other Current Liabilities - Wat:2350 · Customer Deposits	309.60
24000 · Payroll Liabilities	1,989.67
Net cash provided by Operating Activities	3,822.29
INVESTING ACTIVITIES	
Water Construction Project	-300.00
Net cash provided by Investing Activities	-300.00
FINANCING ACTIVITIES	
1300 · Long Term Liabilities - Sewer:1236 · 05 USDA Bond Payable	-6,711.48
1300 · Long Term Liabilities - Sewer:1237 · Truist - Truck Loan	-560.00
1300.1 · Long Term Liabilites Water:2376 · Truist Truck Loan	-560.00
Net cash provided by Financing Activities	-7,831.48
Net cash increase for period	-4,309.19
Cash at beginning of period	339,020.21
Cash at end of period	**334,711.02**

C-7

GREATER HARRISON COUNTY P.S.D.

"Meeting held in Town of West Milford Council Chambers"

Agenda
April 20, 2023
9:00 am

Appointments
9:00 am – Call to order

ACTION ITEMS

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

7. Bill Hoover – General Manager
    - 7.1 Water
        - 7.1.a. Water Loss Report
        - 7.1.b. Water Leak Report
        - 7.1.c. General Updates
    - 7.2 Sewer
        - 7.2.a. General Updates
    - 7.3 Good of the District
        - 7.3.a. General Update
        - 7.3.b. Edward Jones
        - 7.3.c. Lease agreement DNR boat ramp
        - 7.3.d. Robert Martinez property
8. Sam Harold – Mountain State Law
    - 8.1 Available for general consult
9. Executive Session

Adjournment of meeting

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

C-8

HARRISON/TAYLOR 911 ADVISORY BOARD
AGENDA
04/18/2023
14:00

Call to order:
Previous Minutes: Motion to approve minutes from the 03/21/2023 meeting.
Treasurers report:
Introduction/ special guests:

OLD BUSINESS:
*CAD
*Training
*Staffing
*Mapping

NEW BUSINESS:

GOOD OF THE ORDER:
National Telecommunicators Week

NEXT MEETING
05/16/2023

ADJOURN

C-9

State of West Virginia
Department of Homeland Security
Division of Administrative Services
1124 Smith Street, Suite 2100
Charleston, WV 25301
(304) 558-2350

JEFF S. SANDY, CFE, CAMS
CABINET SECRETARY

JOSEPH C. THORNTON
ACTING DIRECTOR

April 5, 2023

Harrison County Commission
301 West Main Street
Clarksburg, WV 26301

Dear Commissioners,

The Division of Administrative Services provides accounts receivable services to the Division of Corrections and Rehabilitation. These services include preparing the monthly invoices for counties and municipalities for persons lodged in a regional jail. I am writing to you today on behalf of the Division of Corrections and Rehabilitation concerning the statutory eligibility requirements for counties and municipalities to receive funds from the Jail Operations Partial Reimbursement Fund ("JOPRF").

As you should know, funds from the JOPRF are typically disbursed to counties and municipalities shortly after the end of each fiscal year pursuant to West Virginia Code §15A-3-17. The pertinent language in the statute governing eligibility for payments from the JOPRF states: "***Provided, That only counties and municipalities that, on July 1 of each year, are not more than 90 days delinquent in payments for moneys to incarcerate its offenders are eligible to receive this reimbursement: Provided, however, That the pro rata share formula shall not include the counties or municipalities which are not entitled to reimbursement pursuant to this section.***"

A copy of your most recent regional jail statement is enclosed with this letter. Anytime you have a question about your jail statement, outstanding balances, or payments you can contact Angela Nitardy, Accounts Receivable Manager, at the Division of Administrative Services by calling (304) 352-0218 or by emailing her at Angela.D.Nitardy@wv.gov.

Thank you for your time and consideration in this matter. The Division of Corrections and Rehabilitation values its relationships with the state's counties and municipalities and appreciates the efforts undertaken to remain current in these per diem payments. Please do not hesitate to contact me if you have additional questions or concerns, and all available assistance will be provided in the pursuit of achieving our mutual goals and obligations.

Sincerely,

Joseph C. Thornton, Acting Director

WV EXTENSION
FAMILY AND COMMUNITY DEVELOPMENT

Homespun News

May
June
2023

Harrison County
Family & Community Development Newsletter

C-1D

Inside this issue:

Important Events	1
Volunteers for Energy Express, Mabel Hiller Scholarships, Items needed at VA Hospital Donation	2
Mark Your Calendar, Energy Express	3
Poetry, Short Story, Photo Contests Guidelines	4
Registration Slips for CEOS Events	5
Workshop, Executive Board Meeting, VA Collection Day, Lesson Leader Trainings	6
Contact Information, Homespun Humor	7

County Council Meeting, Cultural Arts Show May 15

The annual CEOS Cultural Arts Show will be held in conjunction with the May County Council meeting on Monday, May 15 at the 4-H Center. Registration for the Cultural Arts Show begins at 8:30 a.m., and there is no limit as to the number of pieces you can enter. The list of categories appeared in the March/April newsletter. You are asked to fill out an index card with your name, the category, and your club for each piece you enter. Judging will start at 9:30 a.m. Those attending that day will be able to vote for the People's Choice and the Best of Show awards following the completion of the judging. Winners of the show will be announced during the County Council meeting.

The County Council meeting will begin at 9:30 a.m. We are also collecting supplies for this summer's Energy Express classes. A list of what is needed can be found on page 3 of this newsletter. Those materials can be brought to the County Council meeting or the following week during our VA collection event. They can also be dropped off at the 4-H Center or the Extension Office between 8 a.m. and 4 p.m., Monday through Friday throughout May and June.

International Student Luncheon Set for June 9



You may have heard that Maria Zakir, an Engineering student from Pakistan, was selected as the WVU Extension CEOS international student! Did you know Pakistan is the world's fifth most populous country? Its population is about 234 million. Did you know the national language of Pakistan is Urdu? However there are over 73 languages recognized with English being widely used for governmental purposes. There will be an opportunity to discover more interesting information and explore Maria's home country of Pakistan when she and WVU Extension Specialist Denis Scott speak at the International Student Luncheon, which will be held at 11:30 a.m., Friday, June 9 at St. Mark's Lutheran Church.

The menu is still in the planning stages, and it will be announced at the May 15 County Council meeting. There is no cost to attend. However, we ask that you make your reservation by June 2 so that the Continuing Education Committee will know how much food to prepare.

WV EXTENSION

ENERGY EXPRESS

Featured Project

Consider Being A Volunteer Reader



Looking for a great way to pick up volunteer hours this summer? Then you should consider being a volunteer reader at Energy Express. Harrison County Parks & Recreation Director Mike Book will be our featured speaker at the May 15 County Council meeting, and he will outline the process for being an Energy Express volunteer. You could volunteer as much or as little as you like. Books are provided to the volunteers, or you could listen to a child read the book to you.

Energy Express is a six-week summer reading and nutrition program for children living in the state's rural and low-income communities. The sites will be determined after the staff is hired. The program runs from June 21 through the end of July.

Mabel Hiller Funds To Help With NVON Registration

The past presidents of the Harrison County Community Educational Outreach Service voted to award up to five people as much as $200 to cover the registration fees for the July 18-20 NVON Conference in Parkersburg using funds from the Mabel Hiller Scholarship fund.

One-day registration costs are also eligible. If selected, the participant is responsible for their own transportation, class and tour fees, and hotel costs.

Reimbursement will be made to the members upon the submission of their registration form. The member must also agree to share a craft or discuss what they learned at a seminar with the county.

Those interested should contact Connie Wolfinger.

If more than five express interest, the five will be chosen by a random drawing.



Thank you for all that you do.

Sincerely,

John Wickline
Program Assis-

Save these items for the VA Medical Center to be presented May 22

Underwear — All Sizes (M-4XL)	Current music CDs for Library/MRI Suite	Shaving Cream & Lotion (Non-alcohol based)
T-shirts — All Sizes	DVD Movies	Combs
Denture Adhesive/Tablets	Shampoos — Small	Deodorant — Small
Backpacks (empty)	Phone Cards	Puzzle Books — Large Print
Toothbrushes	Toothpaste— Small	Wheelchair/Walker Caddies
Clothing (new only)	Composition notebooks or Spiral notebooks	Coats & Jackets for homeless Vets
"Patient Comfort Kits" *	"Welcome Home Kits" **	

***New Patient Comfort Kit includes: shampoo, soap, toothbrush, toothpaste, combs, razor, shaving cream.**
****Welcome Home Kit includes: broom, mop bucket, toilet brush, shower curtain, basic supplies. No chemicals.**



May

5 Lesson Leader Training
Clutter Clean Up
Teaching Appalachian Cooking
12 Card Making Workshop
14 CEOS Week Begins
15 County Council Meeting
Energy Express Items Collected
Cultural Arts Show, register at 8:30 a.m.
22 Collecting for VA Hospital

June

2 Lesson Leader Training
Serena Katherine Dandridge
Possibility of Plants
9 International Student Luncheon
16 WV Folk Festival, Glenville
23 Photo Contest Entries Due
28 Executive Board Meeting

July

10 County Council Meeting & Picnic
Cleaning Supplies collected
18-20 NVON Conference, Parkersburg, WV
22 Pie Crust Workshop

August

1 CVH Forms Due
4 Poetry, Short Story Entries Due
4 Basket Workshop
28 Executive Board Meeting

September

1 Reorganization Forms Due
8 Scarf Workshop
11 County Council Meeting

Programs and activities offered by the WVU Extension Service are available to all persons without regard to race, color, sex, disability, religion, age, veteran status, political beliefs, sexual orientation, national origin, and marital or family status. When registering for programs, please designate special access or dietary needs 3 weeks prior. The information given herein is supplied with the understanding that no discrimination is intended, and no endorsement by the Cooperative Extension Service is implied.

October

3-5 WVCEOS Fall Conference
20 Christmas Craft Workshop
30 Executive Board Meeting
Goal Writing Workshop
30 CEOS of the Year forms due

November

3 Basket Makeup Workshop
6 County Council Meeting
16 Demonstration & Achievement Day
30 Deadline to submit Club Dues, Club Rosters, and Committee Reports

Save these items for Energy Express

Foam Egg cartons	Butcher paper
Shredded paper	Textured fabrics
Paper bags (all sizes)	End rolls of newsprint
Wood scraps	Paper plates
Paper towel tubes	Cotton balls
Buttons and beads	Clothesline, clothespins
Large appliance boxes	Feathers
Used file folders	Plastic grocery bags
Wallpaper sample books	Sand
Flour	Socks and pantyhose
Magazines w/pictures	String, thread, yarn
Newspapers	Wrapping paper
Freezer paper	Plastic buckets with lid

Plastic rings from drink packs
Cupcake paper liners
Shower Curtains, old sheets
Containers (cardboard, plastic cottage cheese, yogurt, etc.)
Foam meat trays (please disinfect with water and bleach before dropping off)
Packing materials, such as foam peanuts
Items may be dropped off at the Extension Office, at the Parks & Recreation office, at the May Cultural Arts Show, or the May 24 VA collection.

Creative Writing Guidelines



Submit Writing to
WVU Harrison County Extension Office
1117 Good Hope Pike
Clarksburg, WV 26301
by August 4, 2023

- The Creative Writing Contest is a short story contest for storytellers, not for news or news feature reporters. There will be one winner submitted from each county.
- The short story should contain 1,000 words or less.
- It should be written by a CEOS member who is not a professional writer of short stories (meaning he or she receives no compensation for the short story).
- The story can be about any subject. For this contest, creative writing pieces do not have to be about CEOS members. The story need not be about real events or real places.
- The short story does not have to be published to be eligible.
- The short story should be typed and stored securely inside a folder or notebook.
- The folder's identification should include the writer's name, address, telephone number, club, and county.

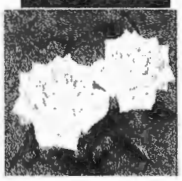


CEOS Photo Contest Guidelines









- Categories: People, Scenery, Animals, and Flowers
- Only one snapshot per category
- Unframed 4" x 6"copy
- Deadline to submit to County Extension Office is June 23
- Displayed at the July Council Meeting

Poetry Contest Guidelines



Dickinson

- The poem should be 250 words or less.
- The poem must be written by a CEOS member who is not a professional poet (meaning she or he receives no compensation for the poem.)
- The poem can be about any subject.
- The poem does not have to be published to be eligible.
- The poem must be typed and stored securely inside a folder or notebook.
- The folder's identification should include the poet's name, address, telephone number, CEOS club, and county.

Poems should be submitted by August 4, 2023 to WVU/Harrison County Extension Office, 1117 Good Hope Pike, Clarksburg, WV 26301

Card Making Workshop
9:30 a.m., Friday, May 12 at the 4-H Center
All materials will be provided.

Card Making Workshop

NAME:_____ **CLUB:** _____
ADDRESS: _____ **PHONE:** _____

Mail to : John Wickline
1117 Good Hope Pike
Clarksburg, WV 26301

Please RSVP by May 5, 2023
Cost: $16
Make checks payable to HC CEOS

Lesson Leader Training
9:30 a.m., Friday, May 5 at the 4-H Center
The training will be for Clutter Clean Up and Teaching Appalachian Heritage Cooking to Children lessons.

Lesson Leader Training

NAME:_____ **CLUB:** _____
ADDRESS: _____ **PHONE:** _____

Mail to : John Wickline
1117 Good Hope Pike
Clarksburg, WV 26301

Please RSVP by May 1, 2023

Mail or call (304) 624-8650

__*Clutter Clean Up*
___ *Appalachian Heritage Cooking*

International Student Luncheon
11:30 a.m., Friday, June 9 at St. Mark's Lutheran Church
Please register by the deadline so that we know how much food to prepare.

International Student Luncheon

NAME:_____ **CLUB:** _____
ADDRESS: _____ **PHONE:** _____

Mail to : John Wickline
1117 Good Hope Pike
Clarksburg, WV 26301

Please RSVP by June 2, 2023
There is no cost to attend

Lesson Leader Training
9:30 a.m., Friday, June 2 at the 4-H Center
The training will be for the Possibility of Plants and the Serena Dandridge lessons

Lesson Leader Training

NAME:_____ **CLUB:** _____
ADDRESS: _____ **PHONE:** _____

Mail to : John Wickline
1117 Good Hope Pike
Clarksburg, WV 26301

Please RSVP by May 31, 2023

Mail or call (304) 624-8650

___ *Possibility of Plants*
___ *Serena Dandridge*

Drive By, Drop Off Donations for the VA Hospital

In the spirit of service to our community and to honor veterans, members can donate personal hygiene, comfort, and entertainment items for the VA Medical Center on May 22. To make for a more convenient time, Extension office staff will be set up in the 4-H Center parking lot at 10 a.m., and you can drop off your items between 10 a.m. and 1 p.m. that day. Simply drive up, pop your trunk, and we will put the donated items on our tables. The list of supplies being collected can be found on page 2 of this newsletter.

Card Making Workshop May 12

A Card Making Workshop will be held at 9:30 a.m., Friday, May 12 at the 4-H Center.



Linda Cross will be leading this class, and participants will make five cards with envelopes during the session.

The cost of the class will be $16, and all materials will be provided. The class will be limited to the first eight who register.

Fill out the reservation slip on page 5, and mail it in to the Extension Office by May 8 to save your spot in the class.

Executive Board Meets June 28

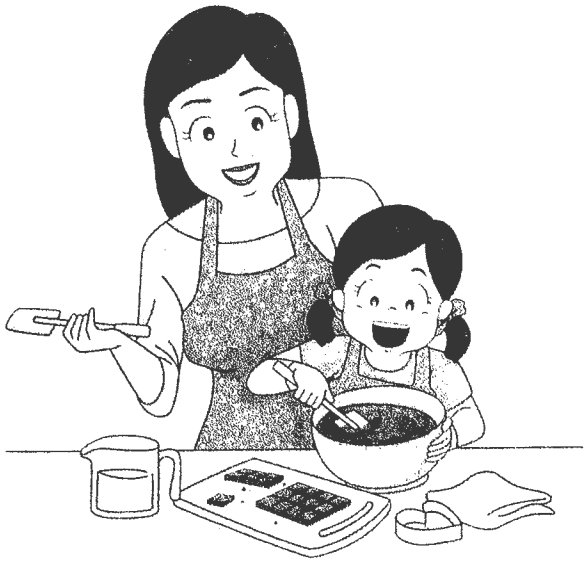


The Harrison County CEOS Executive Board will meet at 9:30 a.m., Wednesday, June 28 at the 4-H Center. Please note that the meeting will be held on a different day of the week because of Extension staff and some CEOS volunteers being involved in the county's annual 4-H camp at WVU Jackson's Mill.

Topics to be discussed at the Executive Board meeting include plans for the July County Council meeting and picnic, which is expected to be an in-person event this year. The agenda for the business portion of the July meeting will also be set.

Attend Lesson Leader Trainings May 5, June 2

The final two Lesson Leader Trainings are scheduled for the first Fridays in May and June, and you are invited to join in on the conversation even if you are not teaching the lesson to your club.



The May 5 Lesson Leader Training will begin at 9:30 a.m., at the 4-H Center, and it will feature the lessons *Clutter Clean Up* and *Teaching Appalachian Heritage Cooking to Children*. Learn how to declutter your home and how to pass on some old-fashioned recipes to the up-and-coming generation.

On June 2, the lessons to be discussed will be *The Life of West Virginia's Wild and Wonderful Serena Katherine Dandridge* and *The Possibility of Plants*. CEOS members learned about Dandridge's mother in 2022, and now you can learn about the interesting life led by the daughter. Then participants can learn about uses for various plants in ways other than cooking.

To attend, simply fill out the reservation slips on page 5 and send them to the Extension Office by the deadline. You can also email or call the office at 304-624-8650 to save your spot at the table.

HOMESPUN HUMOR

A FEW CHUCKLES TO HONOR MOTHER'S DAY

Q: What did the momma say to her foal?
A: It's pasture bedtime.

Q: Why did the baby cookie cry?
A: Because his mother was a-wafer so long.

Q: Why don't they have Mother's Day sales?
A. Because mothers are priceless.



Q: What did the mommy tree say to her son before the game?
A: I'm rooting for you.

Q: Why is a computer so smart?
A: It listens to its motherboard.

Q: What do you call a small mother?
A: A Mini-mum.

— Courtesy of fatherly.com

WVU Harrison County Extension
1117 Good Hope Pike
Clarksburg, WV 26301
Phone 304-624-8650
Fax 304-624-0017
E-mail:
John.Wickline@mail.wvu.edu
Web site:
https://extension.wvu.edu/harrison

"Look for something positive in each day, even if you have to look harder. A positive mind will give you a happy life."

www.wvu.edu

2023 Harrison County CEOS Officers:

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

C-11

April 13, 2023

Via Email
Please Reply "Received"

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

Re: Spectrum Mid-America, LLC – Upcoming Changes

Dear Commission President Thomas:

We value our customers and are committed to providing them with the latest products and technology, and we work hard to keep prices as low as possible. Effective May 16, 2023, the price for unreturned residential embedded multimedia terminal adapters (D3 and newer models, wired and wireless) will reduce by $1.00 per month.

We remain committed to providing excellent communications and entertainment services in your community. If you have any questions about this change, please feel free to contact me at (740) 588-2432 or via email at ashley.karlen@charter.com.

Sincerely,

Ashley Karlen
Senior Manager
Government Affairs

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