# Wednesday, June 14, 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 --- WV Alzheimer's and Dementia Awareness Day --- William O'Field**

**NEW BUSINESS – Action Items for Consideration or Approval:**

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A. Terry Miller --- New Hire --- Animal Control --- Effective 07-10-2023**
   - **B. Melissa Riley --- New Hire --- Extension Office --- Effective 06-26-2023**
   - **C. Derek Marsh --- New Hire --- Courthouse Security --- Effective 06-15-2023**
   - **D. Doug Comer --- Resignation --- Parks & Recreation --- Effective 06-24-2023**
4. **Minutes and /or Amended Minutes of Previous Meeting: (NONE)**
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A. Exhibit A --- Lake Floyd PSD --- Sewer Project --- Requisition #5 (included in Payables)**
   - **B. Exhibit B --- Enlarged Hepzibah PSD --- Water System Improvement --- Requisition #2 (included in Payables)**
   - **C. Exhibit C --- Vendor List of Payments**
6. **Exonerations --- Corrective Tickets --- Joint Property Application**
   - **A. Exhibit A – Exonerations**

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. (06/14/2023)

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 Green River Group, LLC proposal re: Change Order Number 3 related to Harrison County General Service Annex Building – Demolition Package --- (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)
11. Review – Discuss - Consider Budget Revisions --- General Fund 001
12. Review – Discuss – Consider Budget Revisions --- Vital Services 027
13. Administrator's Report
14. Commissioner Comments – Questions

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

**A. Weekly Fiduciary Report from the County Clerk**

1. **05-31-2023 thru 06-06-2023**

**B. Monthly Fiduciary Commission Settlements: (NONE)**

**C. Monthly Minutes/Financial Information from Various Boards, Committees and Public Service:**

1. **Enlarged Hepzibah PSD --- Regular Meeting Minutes --- 06-12-2023**
2. **Sun Valley PSD --- Regular Meeting Minutes --- 06-13-2023**

**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. The Harrison County Commission giving the Development Corporation the Property formally known as the Farms at Maple Lake LLC (02-22-2023)**

**T-6. Estate of Ada B. Moses ---- Tabled 06-07-2023**

3-A

# PAYROLL CHANGE NOTICE

| DATE OF CHANGE | EMPLOYEE # | SOCIAL SECURITY NO | |
|---|---|---|---|
| | | | |
| NAME Terry Miller | | ADDRESS | |
| PHONE | CITY/STATE/ZIP | DEPARTMENT 716 | SHIFT |

## THE CHANGE(S):

| ✓ All Applicable Boxes | FROM | TO |
|---|---|---|
| ☐ DEPARTMENT | | |
| ☐ JOB | | |
| ☐ SHIFT | | |
| ☒ RATE | 15.25 | |
| ☐ ADDRESS/PHONE | | |
| ☐ BENEFIT PLAN | | |
| ☐ OTHER _____ | | |
| ☐ OTHER _____ | | |

## THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) _____

## AUTHORIZATION:

| EMPLOYEE SIGNATURE | DATE |
|---|---|
| SUPERVISOR SIGNATURE | DATE |
| HUMAN RESOURCES MANAGER [signature] | DATE 6/2/2023 |

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Amsterdam®

3-B

# PAYROLL CHANGE NOTICE

| DATE OF CHANGE | EMPLOYEE # | SOCIAL SECURITY NO | |
|---|---|---|---|
| 6/26/2023 | | | |
| NAME: Melissa Riley | | ADDRESS | |
| PHONE | CITY/STATE/ZIP | DEPARTMENT: 412 | SHIFT |

## THE CHANGE(S):

| ✓ All Applicable Boxes | FROM | TO |
|---|---|---|
| ☐ DEPARTMENT | | |
| ☐ JOB | | |
| ☐ SHIFT | | |
| ☒ RATE | 2-1 $15.10/hr | |
| ☐ ADDRESS/PHONE | | |
| ☐ BENEFIT PLAN | | |
| ☐ OTHER _____ | | |
| ☐ OTHER _____ | | |

## THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) Admin Assistant Extension Office

## AUTHORIZATION:

| EMPLOYEE SIGNATURE | DATE |
|---|---|
| SUPERVISOR SIGNATURE [signature] | DATE 6/9/23 |
| HUMAN RESOURCES MANAGER [signature] | DATE 6/9/2023 |

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Amsterdam

# PAYROLL CHANGE NOTICE

3-C

| DATE OF CHANGE | EMPLOYEE # | SOCIAL SECURITY NO |
|---|---|---|
| 6/15/2023 | | - - |

| NAME | ADDRESS |
|---|---|
| Derek Marsh | |

| PHONE | CITY/STATE/ZIP | DEPARTMENT | SHIFT |
|---|---|---|---|
| | | Security | On Call |

## THE CHANGE(S):

| ✓ All Applicable Boxes | FROM | TO |
|---|---|---|
| ☐ DEPARTMENT | | |
| ☐ JOB | | |
| ☑ SHIFT | On Call | |
| ☐ RATE | | |
| ☐ ADDRESS/PHONE | | |
| ☐ BENEFIT PLAN | | |
| ☐ OTHER _____ | | |
| ☐ OTHER _____ | | |

## THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) Part-Time Courthouse Security as needed

## AUTHORIZATION:

| EMPLOYEE SIGNATURE | DATE |
|---|---|
| SUPERVISOR SIGNATURE [signature], Sheriff | DATE 06/08/2023 |
| HUMAN RESOURCES MANAGER [signature] | DATE 6/9/2023 |

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3-D

# PAYROLL CHANGE NOTICE

| DATE OF CHANGE | EMPLOYEE # | SOCIAL SECURITY NO |
|---|---|---|
| 6/24/2023 | | |

| NAME | ADDRESS |
|---|---|
| Doug Comer | |

| 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
- ☐ 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) Pay out remaining vacation days.

## AUTHORIZATION:

| EMPLOYEE SIGNATURE | DATE |
|---|---|
| | |
| SUPERVISOR SIGNATURE | DATE |
| | |
| HUMAN RESOURCES MANAGER Laura Ryan | DATE 6/12/2023 |

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5-A

## Michelle Tonkin

**From:** Seth Devault <sdevault@regionvi.com>
**Sent:** Thursday, June 8, 2023 11:52 AM
**To:** Michelle Tonkin
**Cc:** srturner59@yahoo.com; ROGER GAY; Clay Riley; Ashley N. Tomko; kevin@sunvalleypsd.com; Sheena Hunt
**Subject:** Lake Floyd PSD-Requisition #5-HCC ARPA Funds
**Attachments:** Lake Floyd PSD-Requisition #5.pdf

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

Good morning, Michelle.

Please find attached, an executed scanned original copy of requisition #5 for Lake Floyd PSD's sewer project. This requisition is requesting payment through the Harrison County Commission ARPA funds is in the amount of ***$4,383.27***.

Pay request #5 includes reimbursement to Thrasher for recording of easement in the amount of ***$18.00***, payment to UPS for next day delivery in the amount ***$35.37*** and for the purchasing of a pump from Citco water in the amount of ***$4,330.00.***

Please let me know if you would have any questions or require additional information.

Thank you

**Seth DeVault**
Project Administrator
Region VI Planning & Development Council
34 Mountain Park Drive
White Hall, WV 26554
Ph: 304-366-5693 Ext. 107
Fax: 304-367-0804
www.regionvi.com

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## Invoice Summary-HCC ARPA Funds
## Lake Floyd PSD Sewer Improvements Project

| | Vendor | Invoice # | Description | Inv Date | $ |
|---|---|---|---|---|---|
| 1. | UPS | 0000F1R443143 | Next Day Delivery | 4-8-2023 | $ 35.37 |
| 2. | The Thrasher Group | 1028329 | Reimbursement Easement Recording | 6-6-2023 | $ 18.00 |
| 3. | | | | | $ - |
| 4. | | | | | $ - |
| 5. | | | | | $ - |
| 6. | | | | | $ - |
| 7. | | | | | $ - |
| 8. | | | | | $ - |
| 9. | | | | | $ - |
| 10. | | | | | $ - |
| 11. | | | | | $ - |
| 12. | | | | | $ - |
| 13. | | | | | $ - |
| 14. | | | | | $ - |
| 15. | | | | | $ - |
| 16. | | | | | $ - |
| 17. | | | | | $ - |
| 18. | | | | | $ - |
| 19 | | | | | $ - |
| 20. | | | | | $ - |
| | | | | Administration Services TOTAL | **$ 53.37** |

# Delivery Service Invoice

Invoice Date April 8, 2023
Invoice Number 0000F1R443143
Shipper Number F1R443
Control ID 095A


07S2A0000F1R4435 77366020005250
AB 01 004631 35668 H 14 A

REGION VI PLANNING AND DEV
34 MOUNTAIN PARK DR
FAIRMONT, WV 26554-8992

**Sign up for electronic billing today!**
**Visit ups.com/billing**

**For questions about your invoice, call:**
**(800) 811-1648**
**Monday - Friday**
**8:00 a.m. - 6:00 p.m. E.T.**

**or visit:**
**www.ups.com/billing**

## Account Status Summary
## Monthly Payment Plan

| | |
|---|---|
| **Amount Due This Period** | **$ 35.37** |
| **Amount Outstanding (prior invoices)** | **$ 0.00** |
| **Total Amount Outstanding** | **$ 35.37** |

Effective April 17, 2023, the International Air Import Fuel Surcharge will increase. Visit ups.com/rateupdates for more information.

*Thank you for using UPS.*

## Summary of Charges

| Page | | Charge |
|---|---|---|
| | **Outbound** | |
| 3 | UPS Shipping Document | $ 35.37 |
| **Amount due this period** | | **$ 35.37** |

**UPS payment terms require payment of this bill by April 19, 2023.**

**Payments received late are subject to a late payment fee of 8% of the Amount Due This Period. (see Tariff/Terms and Conditions of Service at ups.com for details)**

***Note: This invoice may contain a fuel surcharge as described at ups.com. For more information, please visit ups.com.***

Please tear off and send with your payment in the enclosed envelope. **Do not use staples or paper clips.**

## Return Portion

REGION VI PLANNING AND DEV
34 MOUNTAIN PARK DR
FAIRMONT, WV 26554-8992

Invoice Date April 8, 2023
Invoice Number 0000F1R443143
Shipper Number F1R443

| | |
|---|---|
| **Amount due this period** | **$ 35.37** |
| Amount enclosed | |

☐ If this billing address is incorrect, mark an "X" in this box and make the appropriate changes above.

**UPS**
**P.O.BOX 809488**
**CHICAGO, IL 60680-9488**

F1R443 6 040823 0732 1 00000035370 9

25278

# Delivery Service Invoice

Invoice Date **April 8, 2023**
Invoice Number **0000F1R443143**
Shipper Number **F1R443**



## Outbound

**UPS Shipping Document**

| Pickup Date | Tracking Number | Service | ZIP Code | Zone | Weight | Billed Charge |
|---|---|---|---|---|---|---|
| 03/30 | 1ZF1R4432210000525 | Next Day Air Commercial Letter | 26301 | 102 | Letter | 30.56 |
| | | Fuel Surcharge | | | | 4.81 |
| | | Total | | | | 35.37 |

**1st ref:** LAKE FLOYD PSD
**Sender :** SETH DEVAULT
REGION VI PLANNING A
WV 26554

**Receiver:** MARIE L PREZIOSO EXE
WV WATER DEVELOPMENT
CHARLESTON WV 25301

| | | |
|---|---|---|
| **Total UPS Shipping Document** | **1 Package(s)** | 35.37 |
| **Total Outbound** | **1 Package(s)** | 35.37 |

| | | | | | |
|---|---|---|---|---|---|
| 5/23/2023 | | 40.0 MILES @ 0.625 | | 25.00 | |
| 5/24/2023 | | 40.0 MILES @ 0.625 | | 25.00 | |
| 5/25/2023 | | 40.0 MILES @ 0.625 | | 25.00 | |
| | **Total Units** | | | **387.52** | **387.52** |

| **Billing Limits** | **Current** | **Prior** | **To-Date** | |
|---|---|---|---|---|
| Total Billings | 14,387.52 | 0.00 | 14,387.52 | |
| Budget | | | 70,000.00 | |
| Remaining | | | 55,612.48 | |
| | | **Total this Phase** | | **$14,387.52** |

Phase 501 Reimbursables

**Reimbursable Expenses**

DIRECT BILLABLE PROJECT SUPPLIES

| | | | |
|---|---|---|---|
| 2/21/2023 | Recording of ROW | 18.00 | |
| **Total Reimbursables** | | **18.00** | **18.00** |
| | **Total this Phase** | | **$18.00** |
| | **Total this Invoice** | | **$21,405.52** |

Project Manager CLAY RILEY

## Thank you for your payment!

This service has been provided by Harrison County Clerk, WV and Point & Pay. We value your business. Please keep this receipt for future reference.

You have made a payment to Harrison County Clerk, WV . Harrison County Clerk thanks you for your payment. For questions about your account, please call 304-624-8675

**Name:** KYLEA RADCLIFF
**Address:** 600 white oaks blvd, bridgeport WV, US, 26330
**Contact:** 3043266143
**Comments:**

**Payment ID:** 129979317
**Date:** 02/21/23 09:31 AM
**Subtotal:** $16.00
**Fee:** $2.00
**Total:** $18.00
**Method:** Credit Card(**********8913)

| Item Purchased | Transaction Description | Account | Amount |
|---|---|---|---|
| Court Fees | Harrison Co Clrk GOV | Thrasher | $16.00 |

**Signature:** _____ **Date:** ____/____/_____

By signing this receipt you agree to the terms and conditions of this service.

You will see one line item on your credit or debit card statement indicating the amount you paid and will be identified as Harrison Co Clrk GOV , if you have any questions about the charges please call 1-888-891-6064.

*Print Receipt* *Close Window*

15.00
16.00
15.00

Harrison County
John R. Spires, Clerk
Instrument 202300004701
02/21/2023 @ 09:31:28 AM
RIGHT OF WAY
Book 1748 @ Page 739
Pages Recorded 9
EQUIPMENT & CONTROLS INC
SUN VALLEY PUBLIC SERVICE DISTRICT

| | | |
|---|---|---|
| Recording | $ | 5.00 |
| Additional Pages | $ | 4.00 |
| County SB592 | $ | .20 |
| State SB592 | $ | 1.80 |
| Farm Land HB622 | $ | 2.50 |
| Heritage HB622 | $ | 2.50 |
| Instrument Total | $ | 16.00 |

CITCO WATER

# Invoice

| INVOICE DATE | INVOICE NUMBER |
|---|---|
| 04/28/2023 | S100214694.001 |

REMIT TO:
CITCO Water
P.O. BOX 2163
HUNTINGTON, WV 25722

PAGE NO.: 1 of 1

BILL TO:

LAKE FLOYD PUBLIC SERVICE DISTRICT
2200 LAKE FLOYD CIRCLE
SALEM, WV 26426

SHIP TO:

LAKE FLOYD PSD
2200 LAKE FLOYD CIRCLE
SALEM, WV 26426

| CUSTOMER NUMBER | CUSTOMER PO NUMBER | JOB NAME / RELEASE NUMBER | SALESPERSON |
|---|---|---|---|
| 4776 | ABS PUMP LFPSD | | Jimbo McQuain |

| WRITER | SHIP VIA | TERMS | SHIP DATE | ORDER DATE |
|---|---|---|---|---|
| Bill Spino | CALL FOR | NET 15 DAYS | 04/28/2023 | 04/21/2023 |

| ORDER QTY | SHIP QTY | DESCRIPTION | UNIT PRICE | EXT PRICE |
|---|---|---|---|---|
| 1ea | 1ea | ABS PIR PE28/2 3.8 HP 230 VOLT 3 PHASE 1-1/4" DISCHARGE SUBMERSIBLE GRINDER PUMP PREMIUM EFFICIENT MOTOR<br><br>04-28-2023 12:05:10 PM<br>S100214694.001<br><br>BO | 4200.000/ea | 4200.00 |

**Invoice is due by 05/13/2023**

**Past Due invoices may be subject to 1.50% late charge.**
**Effective June 1, 2022, CITCO Water is updating its ACH/wire instructions as outlined below. Please continue to send all remittance**

PLEASE BE ADVISED THAT EFFECTIVE APRIL 1, 2021, CITCO Water IS CHANGING OUR POLICY ON ACCEPTING PAYMENTS BY USE OF A CREDIT CARD. PAYMENTS AT TIME OF DELIVERY WILL BE ACCEPTED WITH NO CREDIT CARD FEE. ALL OTHER PAYMENTS WITH A CREDIT CARD WILL BE CHARGED A 3.5% FEE IN ADDITION TO THE PAYMENT AMOUNT.
FOR QUESTIONS, PLEASE CALL 1-800-999-3484

| | |
|---|---|
| Subtotal | 4200.00 |
| S&H Charges | 130.00 |
| Tax | 0.00 |
| Payments | 0.00 |
| Amount Due | 4330.00 |

Printed By: KLAKRY on 5/3/2023 9:12:26 AM

CITCO WATER

BILLING OR PAYMENT INQUIRIES: 304-523-3484

# Statement

| CUSTOMER NUMBER | STATEMENT DATE |
|---|---|
| 4775 | 05/01/23 |
| Remit To: | PAGE NO. |
| CITCO Water<br>P.O. BOX 2163<br>HUNTINGTON, WV 25722 | 1 of 1 |

BILL-TO CUSTOMER:

LAKE FLOYD PUBLIC SERVICE DISTRICT
2200 LAKE FLOYD CIRCLE
SALEM, WV 26426

| DATE | INVOICE NUMBER | PURCHASE ORDER NUMBER | INVOICE AMOUNT | PAYMENTS/CREDITS | NET DUE |
|---|---|---|---|---|---|
| 04/28/23 | S100214694.001 | ABS PUMP LFPSD | 4330.00 | | 4330.00 |

| PREV BALANCE | PAYMENTS | CREDITS | PURCHASES | SERVICE CHARGE | NEW BALANCE |
|---|---|---|---|---|---|
| 0.00 | 0.00 | 0.00 | 4330.00 | 0.00 | 4330.00 |

| FUTURE | CURRENT | 31-60 DAYS | 61-90 DAYS | OVER 90 DAYS |
|---|---|---|---|---|
| 4330.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Effective June 1, 2022, CITCO Water is updating its ACH/wire instructions as outlined below. Please continue to send all remittance advices to accounts.receivable@citcowater.com. Bank Name: Fifth Third Bank, N.A. Bank Address: 38 Fountain Square Plaza, Cincinnati, OH 45263 Phone number: (513) 579-5203 Account Number: 7382173851 Routing/Transit/ ACH/ Transfer Number: 042101190 Wire Routing Number: 042000314 Swift Number. FTBCUS3CXXX Remittance address: accounts.receivable@citcowater.com We encourage all customers to remit invoice payment via ACH but if you prefer to

PLEASE BE ADVISED THAT EFFECTIVE APRIL 1, 2021, CITCO Water IS CHANGING OUR POLICY ON ACCEPTING PAYMENTS BY USE OF A CREDIT CARD. PAYMENTS AT TIME OF DELIVERY WILL BE ACCEPTED WITH NO CREDIT CARD FEE. ALL OTHER PAYMENTS WITH A CREDIT CARD WILL BE CHARGED A 3.5% FEE IN ADDITION TO THE PAYMENT AMOUNT.

Printed By: VOOCAR on 5/4/2023 10:10:41 AM

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

Hey Michelle,

Please find attached the draft Req #06 for the EHPSD water project, to be considered by the board at its regular meeting Monday 6/12. This request from Harrison County includes $26,612.41 for Thrasher. I will submit the fully executed copy on Tuesday morning, but wanted to forward this ahead of time in case you have any questions or concerns.

Thank you!!

Shelby Johnson
Project Administrator
Region VI Planning and Development Council

e: sjohnson@regionvi.com
o: (304) 366-5693, ext. 101
c: (304) 534-0492

REGION VI
PLANNING AND DEVELOPMENT COUNCIL

[illegible]

**Total project amount is $2,063,825. Total ARPA funds being utilized on this project are $170,825.**

**This is Hepzibah's 2nd draw of ARPA funds for this project.**

**The Project progress report/requisition number will be different from our requisition number because the progress report includes work performed and requested from ALL funding sources for this project.**

5
b

# THE THRASHER GROUP, INC.

**P.O. Box 940**
**600 White Oaks Blvd.**
**Bridgeport, WV 26330**
**304.624.4108**


**June 8, 2023**

Project: **Enlarged Hepzibah PSD** **Pay Requisition # 5**
Hepzibah Water System Improvements
Project # 010-01231

| CHECK NO. | PAYEE | | AMOUNT |
|---|---|---|---|
| _____ | **The Thrasher Group** | | $ 26,612.41 |
| | Basic Services | $ 3,000.00 | |
| | Construction Observation | $ 23,612.41 | |
| _____ | **Virco Contracting** | | $ 316,402.78 |
| **TOTAL DISBURSEMENTS** | | | **$ 343,015.19** |

**APPROVED BY:**

_____ _____
**Enlarged Hepzibah PSD** **Date**

Cody M Thrasher 6/8/2023
**The Thrasher Group, Inc.** **Date**

5-C

| Date of Meeting | June 14, 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 |
| | | | | | | | | | |
| 44293 | Truist Bank | Water Service/Tax Office | $91.90 | | | | | | |
| Co. Commission | The Water Shop | Water Service | $143.75 | | | | | | |
| Co. Commission | Emcore Service | Monthly Agreement | $1,115.00 | | | | | | |
| Co. Commission | Visual Edge(MCM) | Copier Rental/Various Loc | $400.90 | | | | | | |
| Co. Commission | Ace Aggregates | Gravel/VA Rail Trail | $112.56 | | | | | | |
| Co. Commission | TK Elevator | Monthly Agreement | $3,385.14 | | | | | | |
| Co. Commission | Exponent Telegram | Legal Ad/Public Hearing | $39.33 | | | | | | |
| Co. Commission | Mon Power | Service/ Public Safety Bldg | $1,369.94 | | | | | | |
| Co. Commission | State Electric | Maintenance Supplies/ GSA Bldg | $170.46 | | | | | | |
| Co. Commission | Custom Thermal Solutions | HVAC Repairs/Annex | $2,600.00 | | | | | | |
| Co. Commission | WV Fitness 24 | Employee Wellness | $768.00 | | | | | | |
| Co. Commission | Uline | Lockers/Tax Office | $1,013.01 | | | | | | |
| Co. Commission | The Water Shop | Service/Various | $26.25 | | | | | | |
| Co. Commission | The Water Shop | Service/Various | $21.00 | | | | | | |
| Co. Commission | WV Regional Jail Facility | Inmate Housing/May 2023 | $150,347.00 | | | | | | |
| Co. Commission | The Arc of Harrison County | Cleaning of Plaza | $390.00 | | | | | | |
| Co. Commission | Thomson Reuters | Online Software Subscription | $553.52 | | | | | | |
| Co. Commission | UniFirst | Carpet Runner Rental/Courthouse | $149.70 | | | | | | |
| Co. Commission | City Net | Monthly Recurring Charges | $11,199.06 | | | | | | |
| Co. Commission | Credential Research | Background Check | $53.50 | | | | | | |
| Co. Commission | Software Systems | Software Maintenance | $2,001.57 | | | | | | |
| Co. Commission | UniFirst | Carpet Runner Rental/Courthouse | $149.70 | | | | | | |
| Co. Commission | UniFirst | Carpet Runner Rental/Courthouse | $149.70 | | | | | | |
| Co. Commission | Susan Thomas | Travel Reimbursement | $196.25 | | | | | | |
| Co. Commission | Jotforms | Purchase Requisition Software | $4,990.00 | | | | | | |
| | | | | | | | | | |
| Michelle Tokin | Lake Floyd PSD | Sewer Improvements | | | | | | $4,383.37 | |
| Michelle Tokin | Enlarged Hepzibah PSD | Water System Improvements | | | | | | $26,612.41 | |
| | | | | | | | | | |
| Gina Jones | Anmoore EMS | Allotment May 2023 | | | $8,614.08 | | | | |
| Gina Jones | Bridgeport Fire Dept./EMS | Allotment May 2023 | | | $3,748.72 | | | | |
| Gina Jones | Harrison County EMS | Allotment May 2023 | | | $20,677.78 | | | | |
| Gina Jones | Nutter Fort VFD | Allotment May 2023 | | | $179.46 | | | | |
| Gina Jones | City of Salem | Allotment May 2023 | | | $2,013.94 | | | | |
| | | | | | | | | | |
| Co.Garage | Dana Cava Buick | Automobile Parts | $109.83 | | | | | | |
| | | | | | | | | | |
| OEM | Canon Financial Service | Copier Rental | | | $200.46 | | | | |
| | | | | | | | | | |
| 911 | City of Bridgeport | Water Service | | $243.70 | | | | | |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 911 | Hope Gas | Service / 911 Center | | $235.83 | | | | | |
| 911 | Harrison Rural Electric | Service / Various Location | | $3,251.18 | | | | | |
| 911 | Frontier | Service | | $1,630.98 | | | | | |
| 911 | APCO International | Student Manuals | | $32.70 | | | | | |
| 911 | Palmiq | Cyber Protion | | $10,128.00 | | | | | |
| 911 | UniFirst | Carpet Runner Rental | | $54.25 | | | | | |
| 911 | Sandy's True Value | Maintenance Supplies | | $7.29 | | | | | |
| 911 | Sandy's True Value | Maintenance Supplies | | $51.89 | | | | | |
| 911 | Penguin Management | Yearly Subscription | | $6,480.00 | | | | | |
| 911 | U S Cellular | Cellular Account | | | $28.96 | | | | |
| 911 | Frontier | Voice/Data | | | $79.25 | | | | |
| 911 | Waste Management | Waste Collection | | | $191.03 | | | | |
| 911 | Frontier | Service | | $391.66 | | | | | |
| 911 | Frontier | Service | | $210.00 | | | | | |
| 911 | Ace Hardware Salem | Weed Killer | | $19.99 | | | | | |
| | | | | | | | | | |
| Planning Dept. | Sheriff of Harrison County | Process Server Service | $25.00 | | | | | | |
| Planning Dept. | Mary Robinson | Closing /Aquilla Ward Farm | $257.00 | | | | | | |
| Planning Dept. | WV Auditors Office | Notice to Redeem Property | $143.85 | | | | | | |
| Planning Dept. | WV Auditors Office | Notice to Redeem Property | $18.85 | | | | | | |
| Planning Dept. | WV Auditors Office | Notice to Redeem Property | $62.70 | | | | | | |
| Planning Dept. | Mary Robinson | Title Search / Coplin Ave | $550.00 | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| Courthouse Security | Trapuzzano's Uniform | Uniform Supplies | | | $237.00 | | | | |
| Courthouse Security | Skasiks Cleaners | Dry Cleaning | | | $255.75 | | | | |
| | | | | | | | | | |
| Law Enforcement | WV Paging | Pager | $7.00 | | | | | | |
| Law Enforcement | Skasiks Cleaners | Dry Cleaning | $472.50 | | | | | | |
| Law Enforcement | Trapuzzano's Uniform | Uniform Supplies | $1,143.00 | | | | | | |
| Law Enforcement | Robin's Perfect Fit | Alterations | $50.00 | | | | | | |
| Law Enforcement | Benny's Boot Hill | Safety Toe Shoes | $467.73 | | | | | | |
| | | | | | | | | | |
| Process Servers | Shoe Carnival | Safety Toe Shoes | $144.98 | | | | | | |
| | | | | | | | | | |
| Circuit Clerk | Circuit Clerk | Deposit Slips | $145.50 | | | | | | |
| Circuit Clerk | Albert Marano | Travel Reimbursement | $209.60 | | | | | | |
| | | | | | | | | | |
| Animal Control | City of Shinnston | Service/ Animal Control | | | $35.03 | | | | |
| Animal Control | Tractor Supply | Dog Food / Animal Control | | | $706.71 | | | | |
| | | | | | | | | | |
| Prosecuting Atty | Matthew Bender | WV CRIM PRO HANDBOOKS | $688.46 | | | | | | |
| | | | | | | | | | |
| County Clerk | The Water Shop | Water Service | $47.25 | | | | | | |
| | | | | | | | | | |
| Magistrate | Kevin Renzelli | Reimbursement Basic Phone | | | | | | | $154.92 |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Magistrate | Frank DeMarco | Reimbursement Basic Phone | | | | | | | $154.92 |
| Magistrate | Mike Weiss | Reimbursement Basic Phone | | | | | | | $154.92 |
| Magistrate | Warren Davis | Reimbursement Basic Phone | | | | | | | $154.92 |
| Magistrate | Kimberly Wygal | Reimbursement Basic Phone | | | | | | | $154.92 |
| Magistrate | WV Paging | Pagers | | | | | | | $81.00 |
| | | | | | | | | | |
| HC Senior Center | Lowe's Home Improvement | Maintenance Supplies | | | $183.70 | | | | |
| HC Senior Center | Johnson's Fire Control | Fire Alarm & Labor | | | $9,950.00 | | | | |
| | | | | | | | | | |
| Parks & Rec. | Waste Management | Waste Collection | | | $113.11 | | | | |
| Parks & Rec. | Summit Park PSD | Service/Summit Park Bfield | | | $64.80 | | | | |
| Parks & Rec. | Enterprise Sanitation | Waste Collection/Wallace | | | $25.33 | | | | |
| Parks & Rec. | Alpine Refrigeration | Refrigerator / Repairs | | | $144.00 | | | | |
| Parks & Rec. | James & Law | Office Supplies | | | $193.25 | | | | |
| Parks & Rec. | Wilma Carder | `Milage Reimbursement | | | $38.00 | | | | |
| Parks & Rec. | Jack Cann | Gas Reimbursement | | | $41.66 | | | | |
| Parks & Rec. | Mon Power | Summit Park/BallField | | | $11.89 | | | | |
| | | | | | | | | | |
| Comm. Corr | Alere Toxicology Services | Lab Confirmations | | | | $7,652.40 | | | |
| Comm. Corr | OpAns | Lab Confirmations | | | | $3,800.00 | | | |
| Comm. Corr | BestNotes | Monthly Subscription | | | | $507.00 | | | |
| Comm. Corr | Canon Financial | Copier Rental | | | | $200.46 | | | |
| Comm. Corr | U S Cellular | Cellular Service | | | | $489.57 | | | |
| | | | | | | | | | |
| | | | $185,980.49 | $22,737.47 | $47,733.91 | $12,649.43 | $0.00 | $30,995.78 | $855.60 |
| | | | | | | | | | |
| | | | | | Grand Total : | $300,952.68 | | | |

6-A

| Exhibit A Exonerations | Amount |
| --- | --- |
| Rush, Richard | $36.95 |
| TOTAL: | $36.95 |

PP 315

# 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 14th day of June, 2023 issued the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **RUSH RICHARD A** whose address is, 983 PIKE ST CLARKSBURG, WV 26301, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **3055** on **2002 Rockwood Camper**, Class **3/4** in **COAL-CLARKSBURG**, Harrison County, West Virginia, which should have been assessed at **1855**, Class **3/4** in and for the year **2021**, resulting in a difference in assessed value of **1200**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2021**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned taxpayer in error reported the 2002 Camper, should have reported a 1989 Prowler Camper. Exonerate a value of 1200 at a class 4 rate of levy to correct the overcharge. Please remove the 02 Rock Prem (2160) from the vehicle description. Please add the 89 Prow Trvl (960) (1EC1E1925K2853432) to the vehicle description.

District: **08 - COAL-CLARKSBURG**
Account No. **2126700**
Ticket No. **800000357**
Tax Year **2021**

Amount Exonerated: $36.95

PRESENT: Prosecuting Attorney
(or)
PRESENT: Tax Commissioner

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

7-A

**FORM OF REQUISITION**
**FOR PAYMENT FROM SERIES A**
**ADMINISTRATIVE EXPENSE FUND**

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

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

**REQUISITION FOR PAYMENT NO. (06/14/23)**

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 **$19,270.50**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$19,270.50** 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) **$19,270.50** 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 **14th day of June, 2023.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Its President

**Schedule I**
to Requisition

Copies of Invoices or Statements
(Attached)

| | | | |
|---|---|---|---|
| Jackson Kelly | Invoice #1184432 | Dated: 06/07/2023 | $ 1,783.00 |
| MuniCap, Inc. | Invoice #052023-375 | Dated: 05/31/2023 | $ 17,487.50 |
| | **Total** | | **$19,270.50** |

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



34382
Charles Pointe Community Enhancement District

June 7, 2023
Invoice No. 1184432

For Legal Services Rendered and Expenses through May 31, 2023.

Matter 301
TIF Bond Assessments

| Date | Timekeeper | Description | Hours | Amount |
|---|---|---|---|---|
| 05/01/23 | M. Imbrogno | Reviewing correspondence relating to fourth amendment to forbearance agreement. | 0.20 | 59.00 |
| 05/02/23 | M. Imbrogno | Reviewing draft EMMA disclosure regarding Fourth Amendment to Forbearance Agreement. | 0.40 | 118.00 |
| 05/03/23 | M. Imbrogno | Reviewing draft EMMA notice regarding Fourth Amendment to Forbearance Documents. | 0.20 | 59.00 |
| 05/04/23 | M. Imbrogno | Phone call with County bond counsel regarding potential restructuring options. | 0.50 | 147.50 |
| 05/08/23 | M. Imbrogno | Preparing draft meeting minutes for April special board meeting. | 0.50 | 147.50 |
| 05/09/23 | M. Imbrogno | Preparing draft meeting minutes for April special meeting. | 0.50 | 147.50 |
| 05/11/23 | M. Imbrogno | Handling board matters. | 0.10 | 29.50 |
| 05/12/23 | M. Imbrogno | Handling board appointment matters. | 0.20 | 59.00 |
| 05/15/23 | M. Imbrogno | Handling board matters. | 0.20 | 59.00 |
| 05/19/23 | M. Imbrogno | Preparing draft notice and agenda for June board meeting. | 0.40 | 118.00 |
| 05/24/23 | M. Imbrogno | Preparing materials for June board meeting. | 0.40 | 118.00 |
| 05/25/23 | M. Imbrogno | Preparing and distributing materials for June board meeting. | 0.30 | 88.50 |
| 05/30/23 | M. Imbrogno | Preparing materials for June board meeting. | 0.30 | 88.50 |
| 05/30/23 | M. Imbrogno | Phone call with T. Scoville regarding June board meeting. | 0.70 | 206.50 |
| 05/31/23 | M. Imbrogno | Preparing and reviewing materials for June board meeting. | 1.10 | 324.50 |
| | | Total Hours | 6.00 | |
| | | Services | | $1,770.00 |

**PAYMENT DUE July 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

June 7, 2023
Invoice No. 1184432

| | | |
|---|---|---|
| 04/27/23 | PAYEE: Harrison County Clerk; REQUEST#: 543147; DATE: 4/27/2023 - Recording Fees | 13.00 |
| | Total Expenses | $13.00 |
| | Total This Matter | $1,783.00 |

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 July 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
c/o Harrison County Commission
Attn: Gina Jones
301 West Main Street
Clarksburg, WV 26301-2974
gjones@harrisoncountywv.gov

June 7, 2023
Invoice No. 1184432

SUMMARY OF OUTSTANDING INVOICES

**Total Amount of Current Invoice # 1184432** **$1,783.00**
Amount of Prior Invoices Outstanding:

| INVOICE # | DATE | AMOUNT |
|---|---|---|
| 1172936 | 01/09/23 | 708.00 |
| 1179651 | 04/07/23 | 3,068.00 |
| 1182558 | 05/10/23 | 4,181.75 |

| | |
|---|---|
| Total Amount of Prior Invoices Outstanding | 7,957.75 |
| Total Amount Due | $9,740.75 |

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

**PLEASE RETURN THIS PAGE WITH REMITTANCE**

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

**PAYMENT DUE July 7, 2023**

# INVOICE

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

| Invoice Date | Invoice # |
|---|---|
| 5/31/2023 | 052023-375 |

Balance Due

Remit check to: or Wire Instructions:

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

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

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

Bill To:

Mrs. Susan Thomas
County Commission of Harrison
County WV
301 West Main Street
Clarksburg, WV 26301

Project: Charles Pointe Consulting 2263

**PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT**

**Invoice Date** 5/31/2023

**Invoice #** 052023-375

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

Project: Charles Pointe Consulting

| Terms | Client # |
|---|---|
| Net 30, ... | 2263 |

| Item | DATE | Description | Hrs | Amount |
|---|---|---|---|---|
| Exec VP (DS) | 4/3/2023 | Prepare, edit, and review financial analysis. Oversee research. | 4 | 1,100.00 |
| Exec VP (DS) | 4/5/2023 | Prepare, edit, and review financial analysis. Oversee research. | 4 | 1,100.00 |
| President (KR) | 4/6/2023 | Attend call with underwriter. | 1 | 300.00 |
| Manager (PSK) | 4/6/2023 | Attend call regarding TIF projections. | 0.5 | 112.50 |
| Manager (NMC) | 4/6/2023 | Prepare for call with J. Swan. | 0.25 | 56.25 |
| Exec VP (DS) | 4/6/2023 | Attend conference call. Provide instructions. | 1 | 275.00 |
| Manager (PSK) | 4/11/2023 | Review developer documents with associate and create next steps email. | 1.5 | 337.50 |
| Manager (NMC) | 4/11/2023 | Review excise and TIF projections. Assist with review of material provided by J. Swan. Provide outline and questions to associates. | 1.5 | 337.50 |
| Vice Pres (MNS) | 4/12/2023 | Attend call to discuss updates to projections. | 0.75 | 187.50 |
| Manager (PSK) | 4/12/2023 | Attend call regarding TIF projections with associates. Prepare TIF projections. Discuss TIF projections with associate. | 4.25 | 956.25 |
| Manager (NMC) | 4/12/2023 | Review outline and materials provided by J. Swan. Assist with comparable property research and updates to development summary. | 1.5 | 337.50 |
| Assoc (MAA) | 4/12/2023 | Update comparable property values for most recent tax year available. | 2 | 350.00 |
| Exec VP (DS) | 4/12/2023 | Provide instructions to associates. Prepare for and attend calls. | 1 | 275.00 |
| Manager (PSK) | 4/13/2023 | Prepare TIF projections development summary. | 2.5 | 562.50 |
| Proj Mgr (KMO) | 4/13/2023 | Work with associate to review county and state parcel search sites to find information on relevant properties. | 0.5 | 100.00 |
| Manager (NMC) | 4/13/2023 | Assist with updates to development summary. | 0.25 | 56.25 |
| Assoc (MAA) | 4/13/2023 | Update comparable property values for most recent tax year available. | 3 | 525.00 |
| Exec VP (DS) | 4/13/2023 | Review projections. Provide updates. | 1 | 275.00 |
| Manager (PSK) | 4/14/2023 | Prepare TIF projections. Discuss TIF projections with associate. | 1 | 225.00 |
| Assoc (MAA) | 4/14/2023 | Update comparable property values for tax year 2022 and 2023. | 3 | 525.00 |
| Assoc (MAA) | 4/17/2023 | Update comparable property values. Research discrepancy regarding different tax years. | 1.5 | 262.50 |
| Manager (NMC) | 4/18/2023 | Assist with development summary updates. Research assessed as of dates. | 0.75 | 168.75 |
| Manager (PSK) | 4/18/2023 | Prepare TIF projections and development summary. Prepare excise tax projections. Discuss development summary with associates. | 6.5 | 1,462.50 |

**Total**

DS

**Billing Inquiries? Call (443) 539-4104**



E

# INVOICE

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

| Invoice Date | Invoice # |
|---|---|
| 5/31/2023 | 052023-375 |

Balance Due $17,487.50

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

or

**Wire Instructions:**

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

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

**Bill To:**
Mrs. Susan Thomas
County Commission of Harrison County WV
301 West Main Street
Clarksburg, WV 26301

Project: Charles Pointe Consulting 2263

**PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT**

**Invoice Date** 5/31/2023

**Invoice #** 052023-375

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

Project: Charles Pointe Consulting

| Terms | Client # |
|---|---|
| Net 30, ... | 2263 |

| Item | DATE | Description | Hrs | Amount |
|---|---|---|---|---|
| Exec VP (DS) | 4/18/2023 | Review projections with associates and provide instructions. | 0.5 | 137.50 |
| Manager (PSK) | 4/19/2023 | Prepare excise tax projections. | 3.5 | 787.50 |
| Assoc (MAA) | 4/19/2023 | Update comparable property values. Research discrepancy regarding different tax years. | 1.5 | 262.50 |
| Manager (PSK) | 4/20/2023 | Prepare excise tax projections. | 1.5 | 337.50 |
| Manager (NMC) | 4/21/2023 | Review comparable property research. | 0.25 | 56.25 |
| Manager (PSK) | 4/21/2023 | Prepare TIF projections. Discuss TIF projections with associates. | 1.5 | 337.50 |
| Manager (PSK) | 4/24/2023 | Prepare TIF projections. Discuss TIF projections with associates. | 2.5 | 562.50 |
| Manager (NMC) | 4/24/2023 | Research and review comparable properties. | 0.5 | 112.50 |
| Exec VP (DS) | 4/24/2023 | Attend conference call with associates. Review projections. | 1.5 | 412.50 |
| Manager (PSK) | 4/25/2023 | Discuss and review comparable research with associate. | 0.25 | 56.25 |
| Manager (NMC) | 4/25/2023 | Update comparable property research. Discuss and confirm FY 23 values with county assessors. | 1.25 | 281.25 |
| Assoc (MAA) | 4/25/2023 | Update personal property values. Collaborate with colleagues to move project forward. | 1.5 | 262.50 |
| Exec VP (DS) | 4/25/2023 | Review and update projections. | 1 | 275.00 |
| Manager (PSK) | 4/26/2023 | Prepare TIF projections. Discuss TIF projections with associates. | 5.75 | 1,293.75 |
| Manager (NMC) | 4/26/2023 | Update comparable property values for FY 2023. Confirm values with assessors for properties not yet updated on GIS. Assist with updates to projections. Update income cap valuation schedules. | 2.5 | 562.50 |
| Exec VP (DS) | 4/26/2023 | Review and update projections. | 1 | 275.00 |
| Manager (PSK) | 4/27/2023 | Attend meeting with developer regarding TIF projections. | 0.75 | 168.75 |
| Manager (NMC) | 4/27/2023 | Update comparison of valuation and review income approach schedules. Discuss projections with J. Swan. Review current projections. | 0.75 | 168.75 |
| President (KR) | 4/27/2023 | Attend call to discuss projections. | 0.5 | 150.00 |
| Exec VP (DS) | 4/27/2023 | Proof and update projections. Circulate revised report. Prepare for and participate in conference call. | 4 | 1,100.00 |
| | | Subtotal Fees: | | 17,487.50 |

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

**Total** **$17,487.50**

LGSD BR (Ver. 2020)

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

# REQUEST FOR REVISION TO APPROVED BUDGET

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

CONTROL NUMBER
FY: 2022-2023
Fund: 1
Rev No: 4
Pages: 1

Harrison County
GOVERNMENT ENTITY

301 W Main St
STREET OR PO BOX

Clarksburg | 26301
CITY | ZIP CODE

**COUNTY**
Government Type

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

## REVENUES: (net each acct.)

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | PREVIOUSLY APPROVED AMOUNT | (INCREASE) | (DECREASE) | REVISED AMOUNT |
|---|---|---|---|---|---|
| 382 | Refunds/Reimbursements (External Sources) | 466,250 | 20,132 | | 486,382 |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |

**NET INCREASE/(DECREASE) Revenues (ALL PAGES)** 20,132

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

## EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | PREVIOUSLY APPROVED AMOUNT | (INCREASE) | (DECREASE) | REVISED AMOUNT |
|---|---|---|---|---|---|
| 700 | Sheriff-Law Enforcement | 4,651,112 | 18,032 | | 4,669,144 |
| 705 | Home Confinement | 70,081 | 2,100 | | 72,181 |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |

**NET INCREASE/(DECREASE) Expenditures** 20,132

**APPROVED BY THE STATE AUDITOR**

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

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

**General Fund FUND - BUDGET REVISION**

**REVENUE**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 001-382-000 | OT Reimbursement | | 20,132 | | $ 20,132 | OT Reimbursement |
| | | | | | $ - | |

Transfer to 700 Law Enforcement & 705 Home Confinement

**Department: County Commission**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 001-401-105-00 | Co Commission Insurance | $ 1,350,000 | $ - | $ 24,100 | $ 1,325,900 | Reduction - Transfer |
| 001-401-226-00 | Co Comm Official Bonds | $ 174,500 | $ 7,005 | $ - | $ 181,505 | Additional Funding |
| 001-401-237-00 | Other Taxes & Fees | $ 5,000 | $ 1,200 | $ - | $ 6,200 | Additional Funding |
| 001-401-459-00 | Cap Outlay Equipment | $ 81,000 | $ 15,895 | $ - | $ 96,895 | Additional Funding |
| | | | | | | |
| | | | | | | |

Within Account line item adjustments

Department Net Revision: $ - $ 24,100 $ 24,100

Department Net Revision:

**Department: Extension Office**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 001-412-103-00 | Ext Office Salaries | $ 122,000 | $ - | $ 1,800 | $ 120,200 | Reduction - Transfer |
| 001-412-108-00 | OVT/Employees/Extension | $ 4,500 | $ 1,700 | $ - | $ 6,200 | Additional Funds |
| 001-412-112-00 | Longevity | $ 900 | $ 100 | $ - | $ 1,000 | Additional Funds |

Department Net Revision: $ - $ 1,800 $ 1,800

Within Account line item adjustments

**Department: Courthouse**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 001-424-230-00 | Courthouse Contractual | 335,000 | 20,000 | | $ 355,000 | Additional Funds |
| 001-424-458-01 | Rails to Trails Project | 150,000 | 0 | 20000 | $ 130,000 | Reduction - Transfer |
| | | | | | | |
| | | | $ 20,000 | $ 20,000 | | Within Account line item adjustments |
| | Department Net Revision: | | $ - | | | |

**Department: Planning**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 001-439-103-00 | Planning Salaries | 254,709 | - | 1,000 | $ 253,709 | Reduction - Transfer |
| 001-439-214-00 | Planning Travel | 600 | 1,000 | | $ 1,600 | Additional Funds |
| | | | | | | |
| | | | | | | |
| | Department Net Revision: | | $ - | | | Within Account line item adjustments |

**Department:** **Sheriff**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 001-700-108-07 | Phoenix OT | $ 2,887 | $ 8,967 | | $ 11,854 | Additional Funding |
| 001-700-108-09 | Lumberport OT | | $ 6,965 | | $ 6,965 | Additional Funding |
| 001-700-108-10 | HIDTA OT | $ - | $ 2,100 | | $ 2,100 | Additional Funding |
| | | | | | $ - | |
| | | | | | $ - | |

Department Net Revision: $ 18,032

Coming from 382 OT Reimbursements

**Department:** **Home Confinement**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 001-705-108-00 | Home Confinement OT | $ 2,500 | $ 2,100 | | $ 4,600 | Additional Funding |
| | | | | | | |
| | | | | | | |
| | | | | | $ - | |
| | | | | | $ - | |

Department Net Revision: $ 2,100

Coming from 382 OT Reimbursements

REPORT DATE 06/09/2023 | HARRISON COUNTY COMMISSION | PAGE 1
SYSTEM DATE 06/09/2023 | STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS | TIME 09:43:51
FILES ID I | GENERAL FUND | USER EJK
AS OF 06/2023

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 001-401-101-00 | | | | | | |
| CO COMMISSION SALARY | 136605.00 | | 125221.14 | | 11383.86 | 91.66 |
| 001-401-103-00 | | | | | | |
| CO COMMISSION EMPLOYEES | 655000.00 | | 572005.73 | | 82994.27 | 87.32 |
| 001-401-104-00 | | | | | | |
| CO COMMISSION FICA | 59695.00 | | 54926.20 | | 4768.80 | 92.01 |
| 001-401-105-00 | | | | | | |
| CO COMMISSION INSURANCE | 1350000.00 | | 1158034.85 | | 191965.15 | 85.78 |
| 001-401-106-00 | | | | | | |
| CO COMMISSION RETIREMENT | 66000.00 | | 59632.60 | | 6367.40 | 90.35 |
| 001-401-108-00 | | | | | | |
| OVERTIME | 2000.00 | | 1520.89 | | 479.11 | 76.04 |
| 001-401-109-00 | | | | | | |
| EXTRA HELP | 28000.00 | | 25455.98 | | 2544.02 | 90.91 |
| 001-401-112-00 | | | | | | |
| LONGEVITY | 6000.00 | | 5348.86 | | 651.14 | 89.14 |
| 001-401-212-00 | | | | | | |
| CO COMMISSIONS PRINTING | 1000.00 | | 533.60 | | 466.40 | 53.36 |
| 001-401-214-00 | | | | | | |
| CO COMMISSIONS TRAVEL | 1500.00 | | 1105.27 | | 394.73 | 73.68 |
| 001-401-218-00 | | | | | | |
| CO COMMISSION POSTAGE | 160000.00 | 111.18 | 139578.72 | | 20421.28 | 87.23 |
| 001-401-219-00 | | | | | | |
| RENTS/CO COMM | 2500.00 | | | | 2500.00 | |
| 001-401-220-00 | | | | | | |
| CO COMMISSION ADVERTISING | 80000.00 | 771.15 | 73913.38 | | 6086.62 | 92.39 |
| 001-401-221-00 | | | | | | |
| CO COMMISSION TRAINING | 3000.00 | | 2727.18 | | 272.82 | 90.90 |
| 001-401-222-00 | | | | | | |
| CO COMMISSION DUES & SUBS | 67000.00 | | 61395.11 | | 5604.89 | 91.63 |
| 001-401-223-00 | | | | | | |
| CO COMM PROF SERVICES | 314961.00 | 64.00 | 250639.08 | | 64321.92 | 79.57 |
| 001-401-223-01 | | | | | | |
| PROFESSIONAL SERVICES | 91092.00 | | 31740.08 | | 59351.92 | 34.84 |
| 001-401-224-00 | | | | | | |
| CO COMMISSION AUDITS | 60000.00 | | | | 60000.00 | |
| 001-401-226-00 | | | | | | |
| CO COMM OFFICIAL BONDS | 174500.00 | | 181501.78 | | -7001.78 | 104.01 |
| 001-401-232-00 | | | | | | |
| BANK FEES/CHARGES | 500.00 | | 72.02 | | 427.98 | 14.40 |
| 001-401-237-00 | | | | | | |
| OTHER TAXES AND FEES | 5000.00 | | 6155.48 | | -1155.48 | 123.10 |
| 001-401-240-00 | | | | | | |
| REFUNDS & REIMBURSEMENTS | 5000.00 | | 1347.59 | | 3652.41 | 26.95 |
| 001-401-458-03 | | | | | | |
| GENERAL SERVICES ANNEX | 1050000.00 | | 1046312.85 | | 3687.15 | 99.64 |
| 001-401-458-05 | | | | | | |
| PS BUILDING ROOF PROJECT | 48503.00 | | 48503.00 | | | 100.00 |
| 001-401-458-07 | | | | | | |
| W MAIN ST PROPERTY | 84500.00 | | 70593.11 | | 13906.89 | 83.54 |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 001-401-458-08 | | | | | | |
| AIRPORT PROPERTY | 420000.00 | | 388110.28 | | 31889.72 | 92.40 |
| 001-401-458-09 | | | | | | |
| E THRASHER PROPERTY | 318000.00 | | 162000.00 | | 156000.00 | 50.94 |
| 001-401-459-00 | | | | | | |
| CO COMM CAP OUT EQUIPMENT | 81000.00 | | 96892.86 | | -15892.86 | 119.62 |
| 001-401-459-01 | | | | | | |
| CO COMM CAP OUT CRUISERS | 252000.00 | | 250880.35 | | 1119.65 | 99.55 |
| TOTALS FOR 401 COUNTY COMMISSION | 5523356.00 | 946.33 | 4816147.99 | | 707208.01 | 87.19 |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 001-412-103-00 | | | | | | |
| EXT OFFICE SALARIES | 122000.00 | | 74221.45 | | 47778.55 | 60.83 |
| 001-412-104-00 | | | | | | |
| EXT OFFICE FICA | 9746.00 | | 5662.16 | | 4083.84 | 58.09 |
| 001-412-106-00 | | | | | | |
| EXT OFFICE RETIREMENT | 10485.00 | | 7126.05 | | 3358.95 | 67.96 |
| 001-412-108-00 | | | | | | |
| OVT/EMPLOYEES/EXTENSION | 4500.00 | | 4021.87 | | 478.13 | 89.37 |
| 001-412-112-00 | | | | | | |
| LONGEVITY | 900.00 | | 935.00 | | -35.00 | 103.88 |
| 001-412-214-00 | | | | | | |
| EXT OFFICE TRAVEL | 3000.00 | | 800.50 | | 2199.50 | 26.68 |
| 001-412-222-00 | | | | | | |
| EXT OFFICE DUES | 400.00 | | | | 400.00 | |
| 001-412-341-00 | | | | | | |
| MATERIALS & SUPPLIES | 750.00 | | | | 750.00 | |
| 001-412-459-00 | | | | | | |
| NEW EQUIPMENT/EXTENSION | 500.00 | | | | 500.00 | |
| TOTALS FOR 412 EXTENSION OFFICE | 152281.00 | | 92767.03 | | 59513.97 | 60.91 |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 001-424-103-00 | | | | | | |
| COURTHOUSE SALARIES | 570000.00 | | 502665.64 | | 67334.36 | 88.18 |
| 001-424-104-00 | | | | | | |
| COURTHOUSE FICA | 44000.00 | | 41080.51 | | 2919.49 | 93.36 |
| 001-424-106-00 | | | | | | |
| COURT HOUSE RETIREMENT | 51300.00 | | 46144.74 | | 5155.26 | 89.95 |
| 001-424-108-00 | | | | | | |
| OVERTIME | 7500.00 | | 2197.09 | | 5302.91 | 29.29 |
| 001-424-109-00 | | | | | | |
| EXTRA HELP | 40000.00 | | 35156.25 | | 4843.75 | 87.89 |
| 001-424-112-00 | | | | | | |
| LONGEVITY | 8500.00 | | 7430.00 | | 1070.00 | 87.41 |
| 001-424-211-00 | | | | | | |
| TELEPHONE | 165000.00 | | 139813.31 | | 25186.69 | 84.73 |
| 001-424-213-00 | | | | | | |
| CTH UTILITIES | 480000.00 | 793.89 | 472371.57 | | 7628.43 | 98.41 |
| 001-424-215-00 | | | | | | |
| CTH M & R BUILDING | 573610.00 | | 530336.16 | | 43273.84 | 92.45 |
| 001-424-216-00 | | | | | | |
| CTH M & R EQUIPMENT | 150000.00 | | 123496.55 | | 26503.45 | 82.33 |
| 001-424-219-00 | | | | | | |
| COURTHOUSE RENTS | 125000.00 | 685.96 | 102378.15 | | 22621.85 | 81.90 |
| 001-424-223-00 | | | | | | |
| CTH PROFESSIONAL SERVICES | 75000.00 | 8468.40 | 46232.74 | | 28767.26 | 61.64 |
| 001-424-226-00 | | | | | | |
| COURTHOUSE INSURANCE | 385000.00 | | 371302.00 | | 13698.00 | 96.44 |
| 001-424-228-00 | | | | | | |
| COURTHOUSE FREIGHT | 500.00 | | | | 500.00 | |
| 001-424-230-00 | | | | | | |
| COURTHOUSE CONTRACTURAL | 335000.00 | 4970.70 | 342511.13 | | -7511.13 | 102.24 |
| 001-424-231-00 | | | | | | |
| CTH FIRE SERVICE FEE | 15000.00 | | 10822.70 | | 4177.30 | 72.15 |
| 001-424-238-00 | | | | | | |
| REFUNDING PARKING DEPOSIT | 10.00 | | 10.00 | | | 100.00 |
| 001-424-341-00 | | | | | | |
| CTH MATERIALS & SUPPLIES | 145000.00 | 5175.57 | 141632.06 | | 3367.94 | 97.67 |
| 001-424-353-00 | | | | | | |
| COMPUTER SOFTWARE | 60000.00 | | 44709.86 | | 15290.14 | 74.51 |
| 001-424-458-00 | | | | | | |
| CTH CAPITOL OUTLAY LAND | 1000.00 | | 1000.00 | | | 100.00 |
| 001-424-458-01 | | | | | | |
| RAILS TO TRAILS PROJECT | 150000.00 | 854.90 | 49951.77 | | 100048.23 | 33.30 |
| 001-424-459-00 | | | | | | |
| CTH CAPITOL OUTLAY EQUIP | 85000.00 | | 81385.27 | | 3614.73 | 95.74 |
| TOTALS FOR 424 COURTHOUSE | 3466420.00 | 20949.42 | 3092627.50 | | 373792.50 | 89.21 |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 001-439-103-00 | | | | | | |
| PLANNING SALARIES | 254709.00 | | 196587.03 | | 58121.97 | 77.18 |
| 001-439-104-00 | | | | | | |
| PLANNING FICA | 19737.00 | | 14951.26 | | 4785.74 | 75.75 |
| 001-439-106-00 | | | | | | |
| PLANNING RETIREMENT | 23500.00 | | 17855.94 | | 5644.06 | 75.98 |
| 001-439-108-00 | | | | | | |
| PLANNING/OVERTIME | 750.00 | | 528.11 | | 221.89 | 70.41 |
| 001-439-112-00 | | | | | | |
| LONGEVITY | 3960.00 | | 1420.00 | | 2540.00 | 35.85 |
| 001-439-214-00 | | | | | | |
| PLANNING TRAVEL | 600.00 | 230.00 | 690.25 | | -90.25 | 115.04 |
| 001-439-221-00 | | | | | | |
| PLANNING TRAINING | 2500.00 | | 1790.00 | | 710.00 | 71.60 |
| 001-439-222-00 | | | | | | |
| PLANNING DUES & SUBS | 500.00 | | 265.00 | | 235.00 | 53.00 |
| 001-439-223-00 | | | | | | |
| PLANNING PROF SERVICES | 10000.00 | | 3101.50 | | 6898.50 | 31.01 |
| 001-439-230-00 | | | | | | |
| CONTRACTUAL | 941.00 | | 941.00 | | | 100.00 |
| 001-439-240-00 | | | | | | |
| REFUNDS PLANNING | 50.00 | | 50.00 | | | 100.00 |
| 001-439-341-00 | | | | | | |
| PLANNING MAT & SUPPLIES | 1050.00 | | 744.74 | | 305.26 | 70.92 |
| 001-439-458-01 | | | | | | |
| NUISANCE ORDINANCE PROJ | 150000.00 | 133.13 | 24716.42 | | 125283.58 | 16.47 |
| 001-439-459-00 | | | | | | |
| PLANNING NEW EQUIPMENT | 500.00 | | | | 500.00 | |
| TOTALS FOR 439 PLANNING COMMISSION | 468797.00 | 363.13 | 263641.25 | | 205155.75 | 56.23 |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 001-700-103-00 LAW ENFORCEMENT SALARIES | 2759000.00 | | 2463760.59 | | 295239.41 | 89.29 |
| 001-700-103-03 PRO-SCHOOLS SALARY | 328500.00 | | 337693.20 | | -9193.20 | 102.79 |
| 001-700-103-04 ADMINISTRATIVE SALARY | 165000.00 | | 134747.36 | | 30252.64 | 81.66 |
| 001-700-104-00 LAW ENFORCEMENT FICA | 266254.00 | | 243753.90 | | 22500.10 | 91.54 |
| 001-700-106-00 LAW ENFORCEMENT RETIREMEN | 441270.00 | | 414136.88 | | 27133.12 | 93.85 |
| 001-700-108-00 LAW ENFORCEMENT OVERTIME | 250000.00 | | 202553.86 | | 47446.14 | 81.02 |
| 001-700-108-01 WEST MILFORD OVTM | 12250.00 | | 11951.62 | | 298.38 | 97.56 |
| 001-700-108-02 ANTERO RESOURCES OVTM | 86117.00 | | 79137.00 | | 6980.00 | 91.89 |
| 001-700-108-03 MAPLE LAKE OVTM | 2303.00 | | 2302.15 | | .85 | 99.96 |
| 001-700-108-04 LOST CREEK OVTM | 6443.00 | | 5789.00 | | 654.00 | 89.84 |
| 001-700-108-06 COURT OVERTIME | | | 20621.98 | | -20621.98 | |
| 001-700-108-07 PHOENIX PROGRAM OVTM | 2887.00 | | 10262.25 | | -7375.25 | 355.46 |
| 001-700-108-09 LUMBERPORT OVTM | | | 6395.75 | | -6395.75 | |
| 001-700-108-10 HIDTA OVTM | | | 1680.21 | | -1680.21 | |
| 001-700-109-00 EXTRA HELP | | | 3944.50 | | -3944.50 | |
| 001-700-112-00 LONGEVITY | 38088.00 | | 31137.50 | | 6950.50 | 81.75 |
| 001-700-211-00 LAW ENFORCEMENT TELEPHONE | 5000.00 | | 3624.35 | | 1375.65 | 72.48 |
| 001-700-214-00 LAW ENFORCEMENT TRAVEL | 5000.00 | | 4760.67 | | 239.33 | 95.21 |
| 001-700-216-00 MAINTENANCE & REP EQUIP | 10000.00 | | 6120.01 | | 3879.99 | 61.20 |
| 001-700-219-00 LAW ENFORCEMENT RENTS | 27000.00 | | 32190.74 | | -5190.74 | 119.22 |
| 001-700-221-00 LAW ENFORCEMENT TRAINING | 30000.00 | 599.00 | 29225.06 | | 774.94 | 97.41 |
| 001-700-222-00 LAW ENF DUES & SUBS | 4000.00 | | 3277.00 | | 723.00 | 81.92 |
| 001-700-223-00 PROFESSIONAL SERVICE | 37000.00 | 30.00 | 39902.08 | | -2902.08 | 107.84 |
| 001-700-225-00 LAW ENF LAUNDRY & DRY CLE | 10000.00 | | 6844.20 | | 3155.80 | 68.44 |
| 001-700-233-00 INVESTIGATIVE FUNDS | 15000.00 | | 13755.40 | | 1244.60 | 91.70 |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 001-700-341-00 | | | | | | |
| LAW ENF MAT & SUPPLIES | 13000.00 | 2072.93 | 13298.22 | | -298.22 | 102.29 |
| 001-700-345-00 | | | | | | |
| LAW ENFORCEMENT UNIFORMS | 25000.00 | | 23433.44 | | 1566.56 | 93.73 |
| 001-700-459-00 | | | | | | |
| NEW EQUIP-LAW ENFORCEMENT | 25000.00 | | 23630.36 | | 1369.64 | 94.52 |
| 001-700-459-01 | | | | | | |
| LE EQUIP-TASERS/BODY CAM | 87000.00 | | 87000.00 | | | 100.00 |
| TOTALS FOR 700 SHERIFF LAW ENFORCE | 4651112.00 | 2701.93 | 4256929.28 | | 394182.72 | 91.52 |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 001-705-103-00 | | | | | | |
| HOME CONFINEMENT SALARY | 55200.00 | | 50795.91 | | 4404.09 | 92.02 |
| 001-705-104-00 | | | | | | |
| HOME CONFINEMENT FICA | 4420.00 | | 3977.56 | | 442.44 | 89.99 |
| 001-705-106-00 | | | | | | |
| HOME CONFINEMENT RET | 7501.00 | | 7204.55 | | 296.45 | 96.04 |
| 001-705-108-00 | | | | | | |
| HOME CONFINEMENT OVTM | 2500.00 | | 4183.59 | | -1683.59 | 167.34 |
| 001-705-112-00 | | | | | | |
| LONGEVITY | 460.00 | | 440.00 | | 20.00 | 95.65 |
| TOTALS FOR 705 HOME CONFINEMENT | 70081.00 | | 66601.61 | | 3479.39 | 95.03 |

## Vital Services Levy

### Department: Revenue - Unencumbered Additional Funds

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 027-299-002 | Unencumbered - Funds | $ - | $ 160,980 | | $ 160,980 | Additional Funding - Carryover balance for Security. $71,115.00 from FY 2022 and $89,865.00 from FY 2021 |
| 027-299-002 | Unencumbered - Funds | $ - | $ - | | $ - | |
| | | | | | | |
| | Department Net Revision: | **$ 160,980** | $ 160,980 | $ - | | |

### Department: 711 Emergency Services

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 027-711-103-00 | Salaries | $ 150,000 | | $ 38,000 | $ 112,000 | Decrease Funding |
| 027-711-105-00 | Insurance | $ 30,000 | | $ 15,000 | $ 15,000 | Decrease Funding |
| 027-711-109-00 | Extra Help | $ - | $ 8,500 | | $ 8,500 | Increase Funding |
| 027-711-219-00 | Rents | $ 2,500 | $ 500 | | $ 3,000 | Increase Funding |
| 027-11-222-00 | Dues | $ 18,000 | $ 20,000 | | $ 38,000 | Increase Funding |
| 027-711-341-00 | Materials and Supplies | $ 5,000 | $ 4,000 | | $ 9,000 | Increase Funding |
| 027-711-459-00 | New Equipment | $ 50,000 | $ 20,000 | | $ 70,000 | Increase Funding |
| | Department Net Revision: | **$ -** | $ 53,000 | $ 53,000 | | |

### Department: Ambulance Authority

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 027-715-223-00 | Professional Services | $ 30,000 | | $ 18,000 | $ 12,000 | Decrease Funding |
| 027-715-240-00 | Refunds/Reimbursements | $ - | $ 108,000 | | $ 108,000 | Additional Funding |
| 027-715-341-00 | Materials & Supplies | $ 100,000 | | $ 90,000 | $ 10,000 | Decrease Funding |
| | | | | | $ - | |
| | Department Net Revision: | **$ -** | $ 108,000 | $ 108,000 | | |

**Department: Animal Control Facility**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 027-716-103-00 | Salaries/ EM / AC | $ 210,000 | $ - | $ 5,700 | $ 204,300 | Decrease Funding |
| 027-716-108-00 | Overtime | $ 3,000 | $ 5,000 | | $ 8,000 | Additional Funding |
| 027-716-220-00 | Advertising | $ 500 | $ 500 | | $ 1,000 | Additional Funding |
| 027-716-230-00 | Contractual | $ 500 | $ 200 | | $ 700 | Additional Funding |
| | | | | | | |
| | Department Net Revision: | $ - | $ 5,700 | $ 5,700 | | |

**Department: Courthouse Security**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 027-730-104-00 | Court Security FICA | $ 27,835 | $ 3,500 | | $ 31,335 | Additional Funding |
| 027-730-109-00 | Extra Help | $ 208,000 | $ 152,630 | | $ 360,630 | Additional Funding |
| 027-730-221-00 | Training | $ 1,000 | $ 750 | $ - | $ 1,750 | Additional Funding |
| 027-730-225-00 | Security Dry Cleaning | $ 2,031 | $ 1,400 | $ - | $ 3,431 | Additional Funding |
| 027-730-341-00 | Materials & Supplies | $ 250 | $ 200 | $ - | $ 450 | Additional Funding |
| 027-730-345-00 | Court Security Uniforms | $ 1,500 | $ 2,500 | $ - | $ 4,000 | Additional Funding |
| | | | | | | |
| | | | | | | |
| | Department Net Revision: | **$ 160,980** | $ 160,980 | $ - | | Carryover from FY 21 & 22 |

**Department: Parks & Recreation**

| Line Number | Line Description | Original Budget | Increase Amount | Decrease Amount | Revised Budget | Comment Notation |
|---|---|---|---|---|---|---|
| 027-900-103-00 | Parks & Rec Salaries | $ 315,000 | $ - | $ 20,000 | $ 295,000 | Decrease Funding |
| 027-900-109-00 | Parks & Rec Extra Help | $ 250,000 | $ - | $ 60,000 | $ 190,000 | Decrease Funding |
| 027-900-458-00 | Capital Outlay Land | $ 60,000 | $ 85,000 | | $ 145,000 | Increase Funding |
| 027-900-459-00 | P&R New Equipment | $ 24,000 | | $ 5,000 | $ 19,000 | Decrease Funding |
| | Department Net Revision: | $ - | $ 85,000 | $ 85,000 | | |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 027-711-101-00 | | | | | | |
| SALARIES/EMP/BUREAU | 140000.00 | | 8354.85 | | 62457.15 | 55.41 |
| 027-711-104-00 | | | | | | |
| FICA/EMP/BUREAU | 11972.00 | | 7387.81 | | 4584.19 | 61.70 |
| 027-711-105-00 | | | | | | |
| INSURANCE/BUREAU | 10000.00 | | 6840.60 | | 3159.40 | 68.40 |
| 027-711-106-00 | | | | | | |
| RETIREMENT/EMP/BUREAU | 13500.00 | | 8067.56 | | 5432.44 | 59.75 |
| 027-711-108-00 | | | | | | |
| OVERTIME/BUREAU | 1500.00 | | 391.72 | | 1108.28 | 26.11 |
| 027-711-109-00 | | | | | | |
| EXTRA HELP/BUREAU | | | 7011.21 | | -7011.21 | |
| 027-711-112-00 | | | | | | |
| LONGEVITY/BUREAU | 5000.00 | | 1705.00 | | 3295.00 | 34.10 |
| 027-711-211-00 | | | | | | |
| TELEPHONE | 8000.00 | 443.46 | 5259.00 | | 2741.00 | 65.73 |
| 027-711-212-00 | | | | | | |
| PRINTING | 2000.00 | | | | 2000.00 | |
| 027-711-213-00 | | | | | | |
| UTILITIES | 5000.00 | | 4429.48 | | 570.52 | 88.58 |
| 027-711-214-00 | | | | | | |
| TRAVEL | 5000.00 | | | | 5000.00 | |
| 027-711-215-00 | | | | | | |
| FIRE & RESCUE M&R BLDG | 5000.00 | 18.49 | 4186.05 | | 813.95 | 83.72 |
| 027-711-216-00 | | | | | | |
| M&R EQUIPMENT | 50613.00 | | 38418.06 | | 12194.94 | 75.90 |
| 027-711-219-00 | | | | | | |
| RENTS | 2500.00 | | 2497.38 | | 2.62 | 99.89 |
| 027-711-220-00 | | | | | | |
| ADVERTISING | 500.00 | | | | 500.00 | |
| 027-711-221-00 | | | | | | |
| TRAINING | 5000.00 | | | | 5000.00 | |
| 027-711-222-00 | | | | | | |
| DUES | 18000.00 | | 27725.00 | | -9725.00 | 154.02 |
| 027-711-223-00 | | | | | | |
| PROFESSIONAL SERVICES | 22150.00 | 204.25 | 10092.73 | | 12057.27 | 45.56 |
| 027-711-230-00 | | | | | | |
| FIRE & RESCUE CONTRACTUAL | 5000.00 | | | | 5000.00 | |
| 027-711-341-00 | | | | | | |
| MATERIALS & SUPPLIES | 5000.00 | | 5813.06 | | -813.06 | 116.26 |
| 027-711-459-00 | | | | | | |
| NEW EQUIPMENT | 50000.00 | 1630.80 | 45090.25 | | 4909.75 | 90.18 |
| 027-711-566-00 | | | | | | |
| TRANSFER OTHER FUNDS | 1078911.02 | | 1078911.02 | | | 100.00 |
| TOTALS FOR 711 EMERGENCY SERVICES | 1474646.02 | 2297.00 | 1341368.78 | | 133277.24 | 90.96 |

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
VITAL SERVICES LEVY
AS OF 06/2023

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 027-715-216-00 | | | | | | |
| M & R EQUIPMENT | 40000.00 | | 28054.01 | | 11945.99 | 70.13 |
| 027-715-223-00 | | | | | | |
| PROFESSIONAL SERVICES | 30000.00 | | 7512.00 | | 22488.00 | 25.04 |
| 027-715-240-00 | | | | | | |
| REFUNDS/REIMBURSEMENTS | | | 100944.00 | | -100944.00 | |
| 027-715-341-00 | | | | | | |
| MATERIALS & SUPPLIES | 100000.00 | | 3757.51 | | 96242.49 | 3.75 |
| 027-715-568-00 | | | | | | |
| CONTRIBUTIONS/EMS | 530000.00 | | 459525.02 | | 70474.98 | 86.70 |
| TOTALS FOR 715 AMBULANCE AUTHORITY | 700000.00 | | 599792.54 | | 100207.46 | 85.68 |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 027-716-103-00 | | | | | | |
| SALARIES/EMP/ANIMAL CTRL | 310000.00 | | 139971.30 | | 170028.70 | 45.15 |
| 027-716-104-00 | | | | | | |
| FICA/EMP/ANIMAL CONTROL | 18294.00 | | 11136.44 | | 7157.56 | 60.87 |
| 027-716-105-00 | | | | | | |
| INSURANCE/ANIMAL CONTROL | 35000.00 | | 11827.72 | | 23172.28 | 33.79 |
| 027-716-106-00 | | | | | | |
| RETIREMENT/EMP ANIMAL CTL | 18900.00 | | 12650.03 | | 6249.97 | 66.93 |
| 027-716-108-00 | | | | | | |
| OVERTIME | 3000.00 | | 4214.64 | | -1214.64 | 140.48 |
| 027-716-109-00 | | | | | | |
| EXTRA HELP | 25000.00 | | 1553.38 | | 23446.62 | 6.21 |
| 027-716-112-00 | | | | | | |
| LONGEVITY/ANIMAL CONTROL | 1140.00 | | 645.00 | | 495.00 | 56.57 |
| 027-716-211-00 | | | | | | |
| TELEPHONE | 5500.00 | | 5388.85 | | 111.15 | 97.97 |
| 027-716-213-00 | | | | | | |
| UTILITIES | 15000.00 | 266.91 | 8845.34 | | 6154.66 | 58.96 |
| 027-716-214-00 | | | | | | |
| TRAVEL | 1000.00 | | 295.05 | | 704.95 | 29.50 |
| 027-716-215-00 | | | | | | |
| M & R BUILDING | 8000.00 | | | | 8000.00 | |
| 027-716-216-00 | | | | | | |
| M & R EQUIPMENT | 1000.00 | | | | 1000.00 | |
| 027-716-220-00 | | | | | | |
| ADVERTISING | 500.00 | | 745.10 | | -245.10 | 149.02 |
| 027-716-221-00 | | | | | | |
| TRAINING/ANIMAL CONTROL | 4000.00 | | 100.00 | | 3900.00 | 2.50 |
| 027-716-222-00 | | | | | | |
| ANIMAL CONTROL DUES | 250.00 | | | | 250.00 | |
| 027-716-223-00 | | | | | | |
| PROFESSIONAL SERVICES | 15000.00 | | 12007.32 | | 2992.68 | 80.04 |
| 027-716-230-00 | | | | | | |
| CONTRACTUAL ANIMAL CONT | 500.00 | 50.00 | 550.00 | | -50.00 | 110.00 |
| 027-716-341-00 | | | | | | |
| MATERIALS & SUPPLIES | 50000.00 | 424.56 | 26584.50 | | 23415.50 | 53.16 |
| 027-716-345-00 | | | | | | |
| UNIFORMS | 3000.00 | | | | 3000.00 | |
| 027-716-459-00 | | | | | | |
| NEW EQUIPMENT | 84916.00 | | 482.78 | | 84433.22 | .56 |
| TOTALS FOR 716 DOG WARDEN | 500000.00 | 741.47 | 236997.70 | | 263002.30 | 47.39 |

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
VITAL SERVICES LEVY
AS OF 06/2023

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 027-730-103-00 | | | | | | |
| COURT SECURITY SALARIES | 151317.00 | | 76757.08 | | 74559.92 | 50.72 |
| 027-730-104-00 | | | | | | |
| COURT SECURITY/EMP FICA | 27835.00 | | 28097.03 | | -262.03 | 100.94 |
| 027-730-105-00 | | | | | | |
| INSURANCE | 10000.00 | | 6079.18 | | 3920.82 | 60.79 |
| 027-730-106-00 | | | | | | |
| COURT SECURITY RETIREMENT | 13619.00 | | 7119.01 | | 6499.99 | 52.27 |
| 027-730-108-00 | | | | | | |
| OVERTIME | 4000.00 | | 990.48 | | 3009.52 | 24.76 |
| 027-730-109-00 | | | | | | |
| EXTRA HELP | 208000.00 | | 289547.90 | | -81547.90 | 139.20 |
| 027-730-112-00 | | | | | | |
| LONGEVITY | 540.00 | | 125.00 | | 415.00 | 23.14 |
| 027-730-221-00 | | | | | | |
| TRAINING | 1000.00 | | 1218.00 | | -218.00 | 121.80 |
| 027-730-225-00 | | | | | | |
| SEC LAUNDRY & DRY CLEAN | 2031.00 | 207.30 | 2706.95 | | -675.95 | 133.28 |
| 027-730-341-00 | | | | | | |
| MATERIALS & SUPPLIES | 250.00 | 30.00 | 279.54 | | -29.54 | 111.81 |
| 027-730-345-00 | | | | | | |
| COURT SECURITY UNIFORMS | 1500.00 | | 3280.88 | | -1780.88 | 218.72 |
| 027-730-459-00 | | | | | | |
| NEW EQUIPMENT | 5671.00 | | 715.47 | | 4955.53 | 12.61 |
| TOTALS FOR 730 COURTHOUSE SECURITY | 425763.00 | 237.30 | 416916.52 | | 8846.48 | 97.92 |

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
VITAL SERVICES LEVY
AS OF 06/2022

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 027-730-103-00 | | | | | | |
| COURT SECURITY SALARIES | 124000.00 | 9697.95 | 83687.86 | | 40312.14 | 67.49 |
| 027-730-104-00 | | | | | | |
| COURT SECURITY/EMP FICA | 28156.00 | 2646.21 | 28298.67 | | -142.67 | 100.50 |
| 027-730-105-00 | | | | | | |
| INSURANCE | 17500.00 | 662.30 | 8038.50 | | 9461.50 | 45.93 |
| 027-730-106-00 | | | | | | |
| COURT SECURITY RETIREMENT | 14960.00 | 1151.96 | 8907.98 | | 6052.02 | 59.54 |
| 027-730-108-00 | | | | | | |
| OVERTIME | 6000.00 | 261.74 | 2018.09 | | 3981.91 | 33.63 |
| 027-730-109-00 | | | | | | |
| EXTRA HELP | 284000.00 | 24621.75 | 284212.65 | | -212.65 | 100.07 |
| 027-730-112-00 | | | | | | |
| LONGEVITY | 600.00 | 30.00 | 210.00 | | 390.00 | 35.00 |
| 027-730-221-00 | | | | | | |
| TRAINING | 1000.00 | | | | 1000.00 | |
| 027-730-225-00 | | | | | | |
| SEC LAUNDRY & DRY CLEAN | 4000.00 | 179.10 | 1767.55 | | 2232.45 | 44.18 |
| 027-730-341-00 | | | | | | |
| MATERIALS & SUPPLIES | 500.00 | | | | 500.00 | |
| 027-730-345-00 | | | | | | |
| COURT SECURITY UNIFORMS | 3000.00 | | 1116.56 | | 1883.44 | 37.21 |
| 027-730-459-00 | | | | | | |
| NEW EQUIPMENT | 6912.00 | | 1255.00 | | 5657.00 | 18.15 |
| TOTALS FOR 730 COURTHOUSE SECURITY | 490628.00 | 39251.01 | 419512.86 | | 71115.14 | 85.50 |

REPORT DATE 06/12/2023 | HARRISON COUNTY COMMISSION | PAGE 1
SYSTEM DATE 06/12/2023 | STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS | TIME 12:57:11
FILES ID I | VITAL SERVICES LEVY | USER EJK
AS OF 06/2021

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 027-730-103-00 | | | | | | |
| COURT SECURITY SALARIES | 145000.00 | 12352.66 | 148287.58 | | -3287.58 | 102.26 |
| 027-730-104-00 | | | | | | |
| COURT SECURITY/EMP FICA | 40560.00 | 2666.29 | 31487.74 | | 9072.26 | 77.63 |
| 027-730-105-00 | | | | | | |
| INSURANCE | 10000.00 | 772.85 | 9274.20 | | 725.80 | 92.74 |
| 027-730-106-00 | | | | | | |
| COURT SECURITY RETIREMENT | 14536.00 | 1289.87 | 15027.33 | | -491.33 | 103.38 |
| 027-730-108-00 | | | | | | |
| OVERTIME | 7000.00 | 516.00 | 6030.13 | | 969.87 | 86.14 |
| 027-730-109-00 | | | | | | |
| EXTRA HELP | 380220.00 | 22076.60 | 304419.18 | | 75800.82 | 80.06 |
| 027-730-112-00 | | | | | | |
| LONGEVITY | 360.00 | 30.00 | 357.79 | | 2.21 | 99.38 |
| 027-730-221-00 | | | | | | |
| TRAINING | 600.00 | | | | 600.00 | |
| 027-730-225-00 | | | | | | |
| SEC LAUNDRY & DRY CLEAN | 900.00 | 61.00 | 652.55 | | 247.45 | 72.50 |
| 027-730-341-00 | | | | | | |
| MATERIALS & SUPPLIES | 503.00 | | 247.77 | | 255.23 | 49.25 |
| 027-730-345-00 | | | | | | |
| COURT SECURITY UNIFORMS | 3000.00 | | 1913.43 | | 1086.57 | 63.78 |
| 027-730-459-00 | | | | | | |
| NEW EQUIPMENT | 20000.00 | | 15115.44 | | 4884.56 | 75.57 |
| TOTALS FOR 730 COURTHOUSE SECURITY | 622679.00 | 39765.27 | 532813.14 | | 89865.86 | 85.56 |

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 027-900-103-00 | | | | | | |
| PARKS & REC SALARIES | 315000.00 | | 259146.91 | | 55853.09 | 82.26 |
| 027-900-104-00 | | | | | | |
| PARKS & REC FICA | 43856.00 | | 29374.80 | | 14481.20 | 66.98 |
| 027-900-105-00 | | | | | | |
| INSURANCE | 45000.00 | | 36006.96 | | 8993.04 | 80.01 |
| 027-900-106-00 | | | | | | |
| PARKS & REC RETIREMEMT | 28350.00 | | 23729.73 | | 4620.27 | 83.70 |
| 027-900-108-00 | | | | | | |
| OVERTIME | 1000.00 | | 717.98 | | 282.02 | 71.79 |
| 027-900-109-00 | | | | | | |
| PARKS & REC EXTRA HELP | 259000.00 | | 137838.24 | | 121161.76 | 53.23 |
| 027-900-112-00 | | | | | | |
| LONGEVITY | 5280.00 | | 3520.00 | | 1760.00 | 66.66 |
| 027-900-211-00 | | | | | | |
| TELEPHONE | 3000.00 | | 2299.60 | | 700.40 | 76.65 |
| 027-900-212-00 | | | | | | |
| PRINTING | 3000.00 | | 1882.12 | | 1117.88 | 62.73 |
| 027-900-213-00 | | | | | | |
| UTILITIES | 30000.00 | 800.10 | 23111.52 | | 6888.48 | 77.03 |
| 027-900-214-00 | | | | | | |
| TRAVEL | 1000.00 | | 59.06 | | 940.94 | 5.90 |
| 027-900-215-00 | | | | | | |
| M & R BUILDING | 8000.00 | 103.59 | 6457.08 | | 1542.92 | 80.71 |
| 027-900-216-00 | | | | | | |
| M & R EQUIPMENT | 6000.00 | | 3415.10 | | 2584.90 | 56.91 |
| 027-900-219-00 | | | | | | |
| RENTS | 27500.00 | | 26957.03 | | 542.97 | 98.02 |
| 027-900-220-00 | | | | | | |
| ADVERTISING | 2000.00 | | 1000.00 | | 1000.00 | 50.00 |
| 027-900-221-00 | | | | | | |
| TRAINING | 1500.00 | | 875.00 | | 625.00 | 58.33 |
| 027-900-222-00 | | | | | | |
| DUES | 2500.00 | | 1269.00 | | 1231.00 | 50.76 |
| 027-900-223-00 | | | | | | |
| PROFESSIONAL SERVICES | 11500.00 | | 9712.00 | | 1788.00 | 84.45 |
| 027-900-226-00 | | | | | | |
| WORKER'S COMP PARKS | 5000.00 | | | | 5000.00 | |
| 027-900-230-00 | | | | | | |
| CONTRACTUAL | 2500.00 | | | | 2500.00 | |
| 027-900-240-00 | | | | | | |
| REFUNDS/REIMBURSEMENTS | 2500.00 | 89.08 | 1176.98 | | 1323.02 | 47.07 |
| 027-900-341-00 | | | | | | |
| MATERIALS & SUPPLIES | 19514.00 | | 18311.24 | | 1202.76 | 93.83 |
| 027-900-347-00 | | | | | | |
| PARKS & REC INVENTORY | 2000.00 | | 866.84 | | 1133.16 | 43.34 |
| 027-900-458-00 | | | | | | |
| P & R CAPITAL OUTLAY LAND | 60000.00 | 537.24 | 119541.20 | | -59541.20 | 199.23 |
| 027-900-459-00 | | | | | | |
| P & R NEW EQUIPMENT | 24000.00 | | 5191.30 | | 18808.70 | 21.63 |

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
VITAL SERVICES LEVY
AS OF 06/2023

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| TOTALS FOR 900 PARKS & RECREATION | 900000.00 | 1530.01 | 702455.70 | | 197544.30 | 78.05 |

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
VITAL SERVICES LEVY
AS OF 06/2023

| | APPROPRIATIONS (REVISED) | MONTH-TO-DATE EXPENDITURES | YEAR-TO-DATE EXPENDITURES | OUTSTANDING ENCUMBRANCES | UNENCUMBERED BALANCE | EXPENDED and ENCUMBERED % |
|---|---|---|---|---|---|---|
| 027-443-223-00 | | | | | | |
| SPAY & NEUTERING GRANT | | | 494.60 | | -494.60 | |
| TOTALS FOR 443 STATE GRANTS | | | 494.60 | | -494.60 | |

A-1

United States of America

State of West Virginia

County of Harrison, ss:

# Clerk's Fiduciary Report

## Estate from Wednesday, May 31, 2023, through Tuesday, June 6, 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, Friday, June 2, 2023, the following matters were disposed of in the presence of the Clerk:**

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The last will and testament of **JOHN G KANOUFF JR**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

**REBECCA KANOUFF**, who was named in the last will and testament of **JOHN G KANOUFF JR**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

**DEBORAH SUE DEMOSS**, who was named in the last will and testament of **JAMES ROSCOE BAILEY**, deceased, as CO ADMINISTRATRIX CTA thereof, qualified as such. Bond was 130,000.00.
**MARILYN RENEE BLOSSER**, who was named in the last will and testament of **JAMES ROSCOE BAILEY**, deceased, as CO ADMINISTRATOR CTA thereof, qualified as such. Bond was 130,000.00.

**On, Monday, June 5, 2023, the following matters were disposed of in the presence of the Clerk:**

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

**JACOB DAVID WOLFE**, who was named in the last will and testament of **MARY MARGARET WOLFE**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

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A duly copy of the last will and testament of **ALFRED A PRICHARD**, deceased, late a resident of BREVARD, FLORIDA, was admitted to record.

**On, Tuesday, June 6, 2023, the following matters were disposed of in the presence of the Clerk:**

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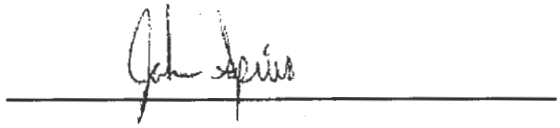
A duly copy of the last will and testament of **MARILYN L GREENLIEF**, deceased, late a resident of MARION, WEST VIRGINIA, was admitted to record.



John R Spires
Clerk of the Harrison County Commission

Wednesday, June 14, 2023

Confirmed

C-1

**Enlarged Hepzibah Public Service District**
**Regular Board Meeting**

**Monday**
**June 12, 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 and approve final write-offs for FY 2022-2023
   B. Review & Approve 6th Payment Request for Water Project
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-2

**Sun Valley Public Service District**
**Regular Board Meeting**

**Tuesday**
**June 13, 2023**
3:30PM

**AGENDA**

1. Call meeting to order
2. Reading of the Minutes and Approval of Check Signing Document
3. Manager's Report
4. Old Business
5. New Business
   A. Review and approve final write-offs for FY 2022-2023
   B. Review & Approve 20th Payment Request for Waterline Extension & Upgrade Project
6. Public Comments
7. Adjournment