Wednesday, July 19, 2023
11:00 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:

11:00 A.M. --- Call to Order --- Invocation --- Pledge of Allegiance
11:05 A.M. --- Special Funding Request --- Nutter Fort ---Charlene Louk
11:10 A.M. --- Special Funding Request --- Lost Creek Community Festival --- Ron Watson
11:15 A.M. --- Special Funding Request --- West Virginia Little League District 5 --- Sam Santilli
11:20 A.M. --- Special Funding Request --- Mountaineer Trail Network Recreation Authority --- Andrew Walker

NEW BUSINESS – Action Items for Consideration or Approval:

1. Public Comment Period
2. Consent Agenda
3. Payroll Change Notices:
   A. Alexis Ervin --- Resignation --- Animal Control --- Effective 07-09-2023
4. Minutes and /or Amended Minutes of Previous Meeting:
   A. Special Meeting Minutes --- 06-28-2023 (DRAFT)
   B. Regular Meeting Minutes --- 06-28-2023 (DRAFT)
5. Requisitions --- Purchase Orders --- Invoices
   A. Vendor List of Payments
6. Exonerations --- Corrective Tickets --- Joint Property Application: (NONE)
7. Consideration of Approval of a Project Fund Requisition for the payment of costs associated with the project to be financed from proceeds of the Series 2019 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2 – North Land Bay Improvements: (NONE)

8. Review – Discuss - Consider GSA Update --- (Potential Executive Session Pursuant to 6-9A-4(b)(9) to Consider Matters Involving or Affecting the Purchase, Sale or Lease of Property, Advance Construction Planning, the investment of Public Funds or Other Matters Involving Commercial Competition, which if Made Public, Might Adversely Affect the Financial or Other Interest of The County
9. Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission:
    A. Pay Application #23 --- Rycon Construction $ 275,000
    B. Requisition #86 Capitol Business Interiors --- $ 3,223.56
10. Review – Discuss – Consider Budget Revision 001 for fund 002 Coal Severance
11. Review – Discuss – Consider Selling excess dirt that is on County Property
12. Review – Discuss – Consider Computer Program Maintenance Renewal with Environmental Systems Research Institute, Inc.
13. Review – Discuss – Consider – Adopting a Resolution to create a Bank Account to accept the Opioid Settlement Funds
14. Administrator's Report
15. Commissioner Comments – Questions

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

A. Weekly Fiduciary Report from the County Clerk
    1. 07-15-2023 thru 07-11-2023
B. Monthly Fiduciary Commission Settlements:
    1. David R. Gross, Deceased
    2. Robert Oral Hardman, Deceased
    3. Lois Ann Glass, Deceased
    4. Josephine B. Eckert, Deceased
    5. William Clark Ellifritt, Deceased
C. Monthly Minutes/Financial Information from Various Boards, Committees and Public Service
    1. Greater Harrison PSD --- Agenda --- July 20, 2023
    2. Greater Harrison PSD --- Financials --- 06-01-2023 thru 06-31-2023
    3. Harrison/Taylor 911 Advisory Board --- Agenda --- 07-18/2023
    4. Harrison/Taylor 911 Meeting Minutes --- 06-27-2023
    5. Sun Valley PSD --- Regular Meeting --- 06-13-2023
    6. Enlarged Hepzibah PSD --- Regular Meeting Minutes --- 06-12-2023
    7. Enlarged Hepzibah PSD --- Financials ---06-2023

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

T-1. Thrasher being Engineer of record for the Rail Trail and the Agreement (03-22-2023)

T-2. Special Funding Request Daughters of the American Revolution Daniel Davisson Chapter, Clarksburg, WV (07-12-2023)

11:05 A.M
7-19-23

HARRISON COUNTY
COMMISSION SPECIAL FUNDING
REQUEST

Thank you for the opportunity to support your project. Please complete this application and return it to the Harison County Commission, 301 West Main Street, Clarksburg, WV 26301 by fax or email: Facsimile: 304-624-8673; Email: countyadministrator@harrisoncountywv.gov ; Question: 304-624-8500

Funding is derived from the State of West Virginia/Video Lottery Funding.

Date of Request: May 10, 2023
Organization Name: Town of Nutter Fort, WV

Name and Title of Requester: Charlene Louk, Council Member, Town of Nutter Fort 304-641-9711

Mailing Address of Organization and Responsible Person: 1415 Buckhannon Pike, Nutter Fort, WV 26301; Leslie Cummings, Treasurer

If approved, this is where the check will be sent Telephone: 304-622-7713 Fax: 304-623-0288 Email: lcummings@townofnutterfort.com

FEIN# Is your organization an IRS 501(c) 3 not-for-profit? **No**

If yes, attach IRS Status Letter
If no, please explain:

TOTAL Cost of Project/Activity: **$20,000.00-approximate based on expenses so far**

Dollar Amount REQUESTED -Grant: **$2000.00** Loan: $

Was project funded previously by HCC? **No** N If so, when

Have you previously received funds from the Harrison County Commisson: **No** If Yes, how much? If funded multi years - list by fiscal year? When: ; how much:

When: $ how much:
When: ; how $ much:

Purpose of request (one sentence): **Celebration/Street Fair for Nutter Fort's 100th Anniversary**

If for a fair/festival/event, give dates and location: Date: **August 26, 2023** Location: **Pennsylvania Ave. Nutter Fort, WV**

Describe the proposed activities with dollar amounts to be funded by this request: **Cost of stage, performers, sound, fireworks and related rentals needed for the activity such as portable restrooms.**

Are your financial statements audited by an outside accounting firm? If Yes, by whom: **Ferrari and Associates**

Do you plan to recognize the Harrison County Commission 's contribution? If Yes, how? **T-shirts, Commemorative book, Announcements by MC- day of event, signs posted one week prior, and day of event**

HARRISON COUNTY COMMISSI0N SPECIAL FUNDING REQUEST

Name: _____ Town of Nutter Fort agrees that in the event of any embezzlement, theft or misappropriation of funds or property of any kind or nature or in the event of any alleged embezzlement theft or misappropriation of funds or property of any kind or nature from (Name of Applicant) the recipient of funding from the

_____

Harrison County Commission hereunder, that Town of Nutter Fort shall immediately report said incident(s) to the proper police agency having jurisdiction over such matters and, further, shall immediately report said incident(s) along with a writing describing said incident(s) have been reported to the police agency having jurisdiction, to the Harrison County Commission. Further, that Town of Nutter Fort agrees to fully cooperate with the police and the Prosecuting Attorney's Office toward the successful prosecution of such activity.

Please attach to this Request the following:

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

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

On behalf of the Applicant, I certify that all required information in this request is attached and correct, that we agree to the above terms, and that a Final Report (on attached Final Report or by Internal

Financial Report detailing substantially same information) will be submitted within 15 days of the end of the project/event.

Signature and Title of Applicant: Charlene Loub /Council member-Town of Nutter Fort
Date: 5/10/2023

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Paid Date:

Amount Approved: $ _____ _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on:

_____

11:10
7-19-23

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

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

Date of Request: June 22, 2023

Organization Name: Lost Creek Commiunity Festival, Inc.

Name and Title of Requester: Ron Watson, Treasurer

Mailing Address of Organization and Responsible Person:
Post Office Box 599, Lost Creek, WV 26385
If approved, this is where the check will be sent

Telephone: (304) 669-0094 Fax: _____ E-mail: ronwatsonwv@gmail.com

FEIN# 55-0770391 Is your organization an IRS 501(c) 3 not-for-profit? Y N
If yes, attach IRS Status Letter
If no, please explain: _____

TOTAL Cost of Project/Activity: $ 12,000,00

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

Was project funded previously by HCC? yes N If so, when 2022 ; how much: $ 3,500.00

Have you previously received funds from the Harrison County Commisson: Y N
If Yes, how much? If funded multi years - list by fiscal year?
When: FY 2003 - 2022 ; how much: $ Varied
When: _____ ; how much: $ _____
When: _____ ; how much: $ _____

Purpose of request (one sentence): Preserve the culture & history of the Lost Creek community

If for a fair/festival/event, give dates and location: Date: September 15 - 16 Location: Lost Creek

Describe the proposed activities with dollar amounts to be funded by this request:
ENTERTAINMENT, ETC.

Are your financial statements audited by an outside accounting firm? Y N no
If Yes, by whom:

Do you plan to recognize the Harrison County Commission 's contribution? Y yes N
If Yes, how? All marketing materials

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

Please attach to this Request the following:

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

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

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

Signature and Title of Applicant Ron Watson **Date** June 22, 2023

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: $_____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

11:15 AM
7-19-23

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

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

Date of Request: 6/30/23

Organization Name: West Virginia Little League District 5

Name and Title of Requester: Sam Santilli D5 Photographer

Mailing Address of Organization and Responsible Person: 67 Bush Ave, Philippi, WV 26416

If approved, this is where the check will be sent

Telephone: 304-672-1089 Fax: _____ E-mail: _____

FEIN# 55-0765117 Is your organization an IRS 501(c) 3 not-for-profit? (Y) N

If yes, attach IRS Status Letter

If no, please explain: _____

TOTAL Cost of Project/Activity: $ 2,000.00

Dollar Amount REQUESTED - Grant: $ 500.00 Loan: $ _____

Was project funded previously by HCC? (Y) N If so, when 2015 ; how much: $ 500.00

Have you previously received funds from the Harrison County Commisson: Y N

If Yes, how much? If funded multi years - list by fiscal year?

When: 2015 ; how much: $ 500.00

When: _____ ; how much: $ _____

When: _____ ; how much: $ _____

Purpose of request (one sentence): Help Fund WV LL State Tournament

If for a fair/festival/event, give dates and location: Date: 7/13-18 Location: Bridgeport Complex

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

LL Baseball Tournament. 14 Teams from across WV, Approx 200 players, 800 Family members. To help defray cost of hosting the event. Food for Umpires and staff

Are your financial statements audited by an outside accounting firm? Y (N)

If Yes, by whom:

Do you plan to recognize the Harrison County Commission 's contribution? (Y) N

If Yes, how? PA Announcements, Signage, Logo embedded in thumb drives

(Revised 8/19/14)

HARRISON COUNTY COMMISSION **SPECIAL FUNDING REQUEST**

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

Please attach to this Request the following:

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

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

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

Signature and Title of Applicant Sam Santilli **Date** 6/30/23

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: $_____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

(Revised 8/19/14)

11:15 A.M
7-19-23

HARRISON COUNTY COMMISSION
SPECIAL FUNDING REQUEST

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

Date of Request: 7-12-2023

Organization Name: MOUNTAINEER TRAIL NETWORK RECREATION AUTHORITY

Name & Title of Requestor: ANDREW WALKER, EXECUTIVE DIRECTOR

Mailing Address of Organization and Responsible Person:
1343 North Preston Highway Kingwood, WV 26537
If approved, this is where the check will be sent

Telephone: (508)944-7790 Fax: _____ E-mail: andrew.walker@mountaineernetwork.com

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

TOTAL Cost of Project/Activity: $ 10,000.00

Dollar Amount REQUESTED - Grant: $ 10,000.00 Loan: $ _____

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

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

Purpose of request (one sentence): Sustaining funds for administrative & operational support.

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

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

See attached

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

Do you plan to recognize the Harrison County Commission's contribution? If Yes, how? Yes. Annual financial/operational report.

HARRISON COUNTY COMMISSION **SPECIAL FUNDING REQUEST**

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

Please attach to this Request the following:

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

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

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

Signature and Title of Applicant A. R. Wolk **Date** 7/12/23

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: _____ Paid Date: _____

With the following notations:

_____

_____

_____

Action taken at Harrison County Commission meeting on: _____

_____

Approval Signature Date

3-A
7-19-23

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
7/9/2023		| | | - | | - | | | |
NAME Alexis Ervin		ADDRESS
PHONE	CITY/STATE/ZIP	DEPARTMENT 716 / 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	☐ 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 _____

☐ OTHER (Explain) _____

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE	DATE
HUMAN RESOURCES MANAGER Laura Pyle	DATE 7/14/2023

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Amsterdam

4-A

At the special meeting of the County Commission of Harrison County held on Wednesday June 28, 2023, Commissioners Susan Thomas and Patsy Trecost II were present. Commissioner Hinkle was absent. Also present was John Spires, County Clerk, and Laura Pysz-Laulis, County Administrator. Commissioner Thomas opened the meeting.

There were introductions of the PSD representatives present.

Commissioner Thomas spoke of the meeting's intent. Commissioner Trecost spoke on the Commission's intentions.

Update from the following:

1. Summit Park PSD
2. East View PSD
3. Clarksburg Water Board
4. Clarksburg Sanitary Board

Tim Stranko, Clarksburg Water Board attorney, spoke of merging PSDs with Clarksburg Water Board. Mr. Stranko gave an overview of Summit Park and Eastview PSDs rates compared to Clarksburg Water Board's rates. There was discussion held on potential savings to customers with a merge of the PSDs.

Commissioner Trecost 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 June 28, 2023, Commissioners Susan Thomas, David Hinkle and Patsy Trecost II were present. Also present was John Spires, County Clerk, and Laura Pysz-Laulis, County Administrator. Commissioner Thomas opened the meeting and Commissioner Trecost said a prayer and led those present in the Pledge of Allegiance to the Flag.

1. Public Comment Period: NONE
2. Consent Agenda: Trecost moved to approve. Commission concurred.
3. Payroll Change Notices: Trecost moved to approve A through F. Commission concurred.
    A. Terry Miller --- Resignation --- Animal Control --- Effective 6-21-2023
    B. Tara Hodge --- Rehire --- Animal Control --- Effective 7-10-2023
    C. Ian Gould --- Part Time Summer Help --- Parks & Recreation --- Effective 6-23-23
    D. Lacy Ferrebee --- Part Time Summer Help --- Parks & Recreation --- Effective 6-28 -2023
    E. Alyssa McElwee --- Part Time Summer Help --- Parks & Recreation --- Effective 6- 28-2023
    F. Zack Swiger --- Part Time Summer Help --- Parks & Recreation --- Effective 6-28-2023
4. Minutes and /or Amended Minutes of Previous Meeting: Trecost moved to approve A through C. Commissioner Thomas and Commissioner Trecost voted in favor. Commissioner Hinkle voted against. Motion carried.
    A. Regular Meeting Minutes --- June 7, 2023 (Draft)
    B. Regular Meeting Minutes --- June 14 2023 (Draft)
    C. Special Meeting Minutes --- June 22, 2023 (Draft)
5. Requisitions --- Purchase Orders --- Invoices: Commissioner Thomas spoke of estimating costs on requisitions. Trecost moved to approve 5A. Commission concurred.
    A. Vendor List of Payments

11:05 A.M. --- Leasing Summit Park park to West Virginia Girls Softball League --- Bobby Menendez: Bobby Menendez spoke of seeking support for girls softball in area and the desire to lease Summit Park for girls softball.

6. Review – Discuss – Consider leasing Summit Park to West Virginia Girls Softball League: Trecost moved to proceed with the County Attorney and County Administrator on drafting lease agreement and bring it back to the Commission. Commission concurred.

11:10 A.M. --- Update/Progress --- Mountain Trail Network --- Andrew Walker: Andrew Walker, Ken Spellman and George Finley. Mr. Walker spoke on board appointment request and the mission statement. Mr. Finley spoke of Harrison County residency and past experience with trails. Mr. Walker summarized progress over the past year and a half.

7. Exonerations --- Corrective Tickets --- Joint Property Application: Trecost moved to approve 7A. Commission concurred.
   A. Exonerations --- Exhibit A
8. Review – Discuss – Consider Order for Delinquent or Unprogressed Estates: Trecost moved to approve and sign order. Commission concurred.
9. Review - Discuss – Consider Promoting Michelle Tonkin to Director of Special Projects: Laura Pysz-Laulis spoke of the proposed job title and duties. Commissioner Hinkle questioned the need of the new position. There was discussion held as to the need of the new position or altering existing duties. Trecost moved to promote Michelle Tonkin to Director of Special Projects. Hinkle moved to amend the agreement to state that Ms. Tonkin will assist the grant department. Commission concurred.
10. Review – Discuss – Consider Hiring an Assistant Director for Parks & Recreation: Hinkle moved to table this matter until there can be a work session held. Commissioner Hinkle voted in favor. Commissioner Thomas and Commissioner Trecost voted against. Motion failed. Trecost moved to proceed with hiring. Commissioner Thomas and Commissioner Trecost voted in favor. Commissioner Hinkle voted against. Motion carried. Commissioner Hinkle questioned the need for the position.
11. Review – Discuss – Consider Consideration of Approval of Project Fund Requisitions for the payment of costs associated with the General Services Administration Building Project to be financed from proceeds of the Series 2020 Bonds issued for the Harrison County Building Commission: Trecost moved to approve upon the County Administrator's confirmation that the furniture has been repaired. Commission concurred.
    A. Requisition # 81 – Capitol Business Interiors - $45,835.54
12. Review – Discuss – Consider Budget Revision for County Clerk ---
    Exhibit – A
    Trecost moved to approve. Commission concurred.
13. Review – Discuss – Consider Budget Revision for Sheriff's Department ---
    Exhibit – A
    Trecost moved to approve. Commission concurred.
14. Review - Discuss – Consider Budget Revision for Prosecuting Attorney Office ---
    Exhibit – A
    Trecost moved to approve. Commission concurred.
15. Review – Discuss – Consider Budget Revision for General County 001 ---
    Exhibit – A
    Trecost moved to approve. Commission concurred.
16. Review – Discuss – Consider Budget Revision for Vital Services 027 ---

Exhibit – A

Trecost moved to approve. Commission concurred.

17. Review – Discuss – Consider Budget Revision for Circuit Clerk

    Exhibit – A

    Trecost moved to approve. Commission concurred.

18. Review – Discuss – Consider A Resolution creating two Funds WV Senate Bill 631 and House Bill 522 for the use of the County Clerk: Trecost moved to adopt and affix signatures. Commission concurred.
19. Review – Discuss – Consider declaring properties located at: (1) 70 Coplin Ave. --- Daisy Hurst (2) 110 Coplin Ave. --- Michael Dent (3) 50 Walton Street --- Wilma Kay Jenkins and (4) 60 Walton street --- Charles and Bonnie Ramsey as emergency nuisances with in the frame work of the IPMC so that emergency measures/abatement can be commenced: Trecost moved to proceed and come back with a budget and costs before demolition. Trey Simmerman, County Attorney, spoke of the history of adopting the International Property Maintenance Code. Commission concurred.
20. Review – Discuss – Consider A Resolution applying for funds from the U.S. Department of Interior, National Park Services for FY2023 Historic Revitalization Subgrant Program: Gina Jones, Director of Grants, spoke of the project. Trecost moved to proceed and apply for the grant. Commission concurred.
21. Review – Discuss – Consider A Resolution Authorizing the acceptance of funds from the WV Justice Reinvestment Initiative Treatment Supervision Grant Program: Trecost moved to approve and affix signatures to accept grant. Commission concurred.
22. Administrator's Report: Laura Pysz-Laulis spoke of the finalized budget revisions.
23. Commissioner Comments – Questions: Trecost moved to place Mr. Finley on the agenda for Board appointment. Commissioner Hinkle asked about work session meeting procedure and how it works. Commissioner Hinkle also spoke on working with other Counties on rail trail grant funding.

Trecost moved to adjourn. Commission concurred.

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

_____ _____

Susan Thomas, President Date

5-A

Date of Meeting	July 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
County Commission	Clarksburg-Harr. Reg Housing Auth	Special Funding							$1,000.00
County Commission	Stonewood VFD	Special Funding							$2,500.00
County Commission	City Net	Phone Support	$3,511.32						
County Commission	Auto Trim	Graphics for New Cruisers	$6,600.00						
County Commission	Amazon	webcams	$99.98						
County Commission	Amazon	Phone Extension	$33.98						
County Commission	The Water Shop	Water Service	$143.25						
County Commission	The Water Shop	Water Service	$47.25						
County Commission	Vertical Transport	Elevator Inspections	$1,195.35						
County Commission	WV Division of Labor	Elevator Inspections	$180.00						
County Commission	UniFirst	Carpet Runner Rentals	$149.70						
County Commission	West Union Bank	Cruiser Lease Payment	$117,769.35						
County Commission	West Union Bank	Cruiser Lease Payment	$8,023.45						
County Commission	Harrison Co. Bank	Airport Property Payment	$34,395.48						
County Commission	MVB Bank	609 Property Payment	$6,222.12						
County Commission	West Union Bank	Annual Truck Payment/Anmoore	$29,960.44						
County Commission	Software Systems	Level 2 & 3 Maintenance	$2,663.93						
County Commission	Liberty Distributors	Janitoral Supplies	$2,663.93						
County Commission	Liberty Distributors	Janitoral Supplies	$740.00						
County Commission	WV Reginoai Jaii	Inmate Housing	$138,525.75						
County Commission	Amazon	Supplies	$48.00						
County Commission	The Arc of Harrison Co	Plaza Cleaning	$330.00						
County Commission	U S Cellular	Cellular Accounts	$6,675.38						
County Commission	Waste Management	Waste Collection	$25.68						
County Commission	Dell Technologies	Laptops / IT Department	$6,179.97						
County Commission	Harrison Co. YMCA	Employee Wellness	$64.00						
County Commission	U S Bank	Various Charges	$9,776.36						
County Commission	Lowe's Home Center	Maintenance Supplies	$57.89						
County Commission	Hart Office Solutions	Various Copier Rentals	$374.36						
County Commission	FedEx	Postage Grants Department	$74.68						
County Commission	Pitney Bowes	Supplies/Mail Machine	$1,216.44						
County Commission	Mon Power	Various Locations	$10,627.87						
County Commission	Johnstown Community Building	Contribution Reimbursement	$1,200.00						
HC Senior Center	WV Divison of Labor	Elevator Inspection			$270.00				
County Garage	Appalachian Tire	Restock	$1,906.52						
County Garage	Whaley Distributing Co	Shop Supplies	$406.23						
County Garage	Fisher Auto Parts	Various Automobile Parts	$480.23						
County Garage	Fisher Auto Parts	Shop Supplies	$6.68						

Date of Meeting	July 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
County Garage	Chenoweth Ford	Various Automobile Parts	$177.15						
County Garage	Appalachian Tire	Tires/Restock	$2,891.72						
County Garage	Advance Auto Parts	Automobile Parts	$91.51						
County Garage	Chenoweth Ford	Shop Supplies	$268.64						
911 Center	Biddle Consulting	Software Renewal		$2,995.00					
911 Center	National Emergency Assoc	Dispatch Training		$2,150.00					
911 Center	National Emergency Assoc	Dispatch Training		$3,010.00					
911 Center	APCO International	Re-Certification		$30.00					
911 Center	APCO International	Re-Certification		$30.00					
911 Center	APCO International	Re-Certification		$30.00					
911 Center	APCO International	Re-Certification		$30.00					
911 Center	Trevor Vance	Travel Reimbursement		$1,433.41					
911 Center	APCO International	Re-Certification		$30.00					
911 Center	Advantage Technology	Computer Software Renewal		$18,317.40					
911 Center	State Electric Supply	Backup Batteries			$577.50				
911 Center	State Electric Supply	Various Backup Battery Packs			$171.24				
911 Center	U S Cellular	Wireless Modem Service			$29.49				
911 Center	U S Cellular	Cell Phone & Data Service			$413.97				
911 Center	Emcor Service	Repairs to PK Tower			$1,431.00				
911 Center	Lowe's Home Center	Supplies			$7.59				
911 Center	Hart Office Solution	Copier Rental			$193.09				
911 Center	State Electric Supply	Hardware for Light			$162.80				
911 Center	Waste Management	Waste Collection			$186.17				
Animal Control	Midwest Veterinary	Vaccines			$624.00				
Animal Control	U S Bank	Various Charges			$1,703.94				
Animal Control	U S Cellular	Cellular Account			$387.96				
Animal Control	Tractor Supply	Dog Food			$371.84				
Animal Control	Audubon Animal Clinic	Spay&Neutering Serv.			$1,327.00				
Park & Rec.	U S Bank	Various Charges			$644.44				
Park & Rec.	Neel Fence Company	Fence Summit Park			$14,950.00				
Park & Rec.	Donna Stuart	Milage Reimbursement			$66.29				
Park & Rec.	Wilma Carder	Milage Reimbursement			$69.43				
Park & Rec.	Sandy's True Value	Supplies			$11.16				
Park & Rec.	Continental Coffee	Supplies			$510.75				
Park & Rec.	Neel Fence Company	Fence Park Complex			$10,250.00				
Park & Rec.	First Citizens Bank	Copier Rental			$172.00				
Park & Rec.	James & Law	Office Supplies			$1,133.04				

Date of Meeting	July 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
Park & Rec.	Clarksburg City Parks	End of Program Pool Party			$450.00				
Park & Rec.	Marsh Lumber	Locks			$37.09				
County Clerk	MPB	3 Part Cards	$689.00						
County Clerk	Glade Spring	Auditors Conference	$348.00						
Planning Dept.	B&K Land Workd	Demo of Property	$8,500.00						
Planning Dept.	Amazon.com	Toner	$58.08						
Process	Skasiks Clesners	Dry Cleaning	$131.25						
Process	U S Cellular	Cellular Account	$176.33						
Law Enforcement	Skasiks Cleaners	Dry Cleaning Security			$164.65				
Law Enforcement	Fubar	Radio Repairs	$150.00						
Law Enforcement	Sandy's True Value	Single Cut Keys	$44.85						
Law Enforcement	Trapuzzano's Uniforms	Uniform Supplies	$1,156.00						
Law Enforcement	U S Cellular	Cellular Accont	$2,793.62						
Law Enforcement	Skasiks Cleaners	Dry Cleaning Law Enforcement	$539.80						
Law Enforcement	Robin's Perfect Fit	Uniform Supplies	$10.00						
Law Enforcement	Gall's	Uniform Supplies	$771.48						
Community Corr.	Alere Toxicology Service	Toxicology Services				$2,042.25			
Community Corr.	Hart Solutions	Copier Rental				$179.92			
Community Corr.	Mirco Distributing	Lab Confirmations & Supplies				$8,074.90			
Community Corr.	OpAns	Lab Confirmations				$5,000.00			
Community Corr.	Trac Solutions	Monitoring Fees				$4,542.00			
Community Corr.	Uline	Supplies				$488.98			
Community Corr.	WV DMV	DUI Classes				$875.00			
Community Corr.	Alcohol Monitoring	Monitoring Fees				$826.80			
Community Corr.	BestNotes	Monthly Subscription				$507.00			
Community Corr.	Div. of WV Justice	LS/CMI usage				$40.00			
Community Corr.	Hillbilly Truck Repair	Towed Truck				$255.16			
Community Corr.	Mirco Distributing	Hair & Lab Confirmation				$40,281.95			
Community Corr.	U S Cellular	Cellular Account				$489.87			
Community Corr.	Canon Financial	Copier Rental				$218.01			
			$411,173.00	$28,055.81	$36,316.44	$63,821.84	$0.00	$0.00	$3,500.00
					Grand Total :	$542,867.09			

9-A

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

TO OWNER:	PROJECT:	APPLICATION NO: 23	Distribution to:
Harrison County Commision	**Harrison County GSB**		☐ OWNER
301 West Main Street	Clarksburg, WV		☐ ARCHITECT
Clarksburg, WV 26301	General Services Administration Building	PERIOD FROM: 01/01/23	☐ CONTRACTOR
		PERIOD TO: 01/31/23	☐
FROM CONTRACTOR:	VIA ARCHITECT:		☐
Rycon Construction, Inc.	**Sillings Associates, Inc**		
2501 Smallman Street	405 Capitol Street, Upper Atrium	PROJECT NOS: 4013	
Pittsburgh, PA 15222	Charleston, WV 25301		

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM		$ 15,458,000.00
2. Net change by Change Orders		$ 375,085.00
3. CONTRACT SUM TO DATE (Line 1 + 2)		$ 15,833,085.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$ 15,833,085.00
5. RETAINAGE:		
a. 0% of Completed Work (Column D + E on G703)	$ ~~65,000.00~~ 75,000 GM	
b. 0 % of Stored Material (Column F on G703)	$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	75,000 GM	$ ~~65,000.00~~
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		$ 15,768,085.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	GM	$ 15,483,085.00
8. CURRENT PAYMENT DUE	275,000	$ ~~285,000.00~~
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$ ~~65,000.00~~ 75,000 GM

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$375,085.00	$0.00
Total approved this Month	$0.00	$0.00
TOTALS	$375,085.00	$0.00
NET CHANGES by Change Order	$375,085.00	

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

CONTRACTOR

By: _____ Date: 5/18/2023
Joseph Bunlap, Controller

State of: Pennsylvania County of: Allegheny
Subscribed and sworn to before me this 18th day of MAY ,2023
Notary Public: Shannan B. Balego
My Commission expires: 01/23/26

Commonwealth of Pennsylvania - Notary Seal
Shannan B. Balego, Notary Public
Allegheny County
My commission expires August 23, 2026
Commission number 1424021
Member, Pennsylvania Association of Notaries

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED ..... $ 275,000.00

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

ARCHITECT:

By: _____ Date: 6.29.2023

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

AIA DOCUMENT G702 · APPLICATION AND CERTIFICATION FOR PAYMENT · 1992 EDITION · AIA · ©1992 THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292
Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Contractor's signed certification is attached.
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APPLICATION NO: 23
APPLICATION DATE: 01/01/23
PERIOD TO: 01/31/23
PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
01	Building Permit	$30,000.00	$30,000.00			$30,000.00	100.00%	$0.00	$120.00
02	P&P Bond	$149,524.00	$149,524.00			$149,524.00	100.00%	$0.00	$598.10
03	Builders Risk Inurance	$16,447.00	$16,447.00			$16,447.00	100.00%	$0.00	$65.79
04	General Liabilities Insurance	$46,370.00	$46,370.00			$46,370.00	100.00%	$0.00	$185.48
05	General Conditions	$826,306.00	$826,306.00			$826,306.00	100.00%	$0.00	$3,305.22
06	Earthwork/Utilities - Mobilization	$35,020.00	$35,020.00			$35,020.00	100.00%	$0.00	$140.08
06a	Earthwork/Utilities - Demo Concrete/Asphalt	$21,130.00	$21,130.00			$21,130.00	100.00%	$0.00	$84.52
06b	Earthwork/Utilities - Bulk Excavation/Backfill	$229,050.00	$229,050.00			$229,050.00	100.00%	$0.00	$916.20
06c	Earthwork/Utilities - Demo Sanitary Lines	$12,390.00	$12,390.00			$12,390.00	100.00%	$0.00	$49.56
06d	Earthwork/Utilities - Domestic/Fireline Service	$29,440.00	$29,440.00			$29,440.00	100.00%	$0.00	$117.76
06e	Earthwork/Utilities - New Sanitary Lines	$263,725.00	$263,725.00			$263,725.00	100.00%	$0.00	$1,054.90
06f	Earthwork/Utilities - Roof Drain Piping	$15,140.00	$15,140.00			$15,140.00	100.00%	$0.00	$60.56
06g	Earthwork/Utilities - Relocate Storm Catch Basin	$10,000.00	$10,000.00			$10,000.00	100.00%	$0.00	$40.00
06h	Earthwork/Utilities - Exc/Backfill UT&C Trench	$23,500.00	$23,500.00			$23,500.00	100.00%	$0.00	$94.00
06i	Earthwork/Utilities - Allowance Overexcavation	$61,000.00	$61,000.00			$61,000.00	100.00%	$0.00	$244.00
07	Termite Control	$5,000.00	$5,000.00			$5,000.00	100.00%	$0.00	$20.00
08	Asphalt/Bumpers	$37,000.00	$37,000.00			$37,000.00	100.00%	$0.00	$148.00
09	Building Concrete-Foundation Exc/Backfill	$25,000.00	$25,000.00			$25,000.00	100.00%	$0.00	$100.00
09a	Concrete Footings/Grade Beams	$214,000.00	$214,000.00			$214,000.00	100.00%	$0.00	$856.00
09b	Concrete Elevator Pit Slabs	$9,000.00	$9,000.00			$9,000.00	100.00%	$0.00	$36.00
09c	Concrete Piers	$98,000.00	$98,000.00			$98,000.00	100.00%	$0.00	$392.00
09d	Concrete Walls/Haunch	$459,100.00	$459,100.00			$459,100.00	100.00%	$0.00	$1,836.40
09e	Concrete Slab on Grade	$146,000.00	$146,000.00			$146,000.00	100.00%	$0.00	$584.00
09f	Concrete Slab on Deck - First Floor	$108,000.00	$108,000.00			$108,000.00	100.00%	$0.00	$432.00
09g	Concrete Slab on Deck - Second Floor	$109,000.00	$109,000.00			$109,000.00	100.00%	$0.00	$436.00
09h	Concrete Slab on Deck - Third Floor	$105,000.00	$105,000.00			$105,000.00	100.00%	$0.00	$420.00
09i	Concrete Slab on Deck - Roof	$24,000.00	$24,000.00			$24,000.00	100.00%	$0.00	$96.00
09j	Concrete Column Encasements	$6,500.00	$6,500.00			$6,500.00	100.00%	$0.00	$26.00
09k	Concrete Frost Slabs	$8,400.00	$8,400.00			$8,400.00	100.00%	$0.00	$33.60
09l	Concrete Pan Stair Infill	$23,000.00	$23,000.00			$23,000.00	100.00%	$0.00	$92.00
09m	Concrete C.I.P. Stairs	$30,000.00	$30,000.00			$30,000.00	100.00%	$0.00	$120.00
09n	Concrete Sidewalks/HC Ramps/Curbs	$80,000.00	$80,000.00			$80,000.00	100.00%	$0.00	$320.00
09o	Concrete - Install Bollards	$6,000.00	$6,000.00			$6,000.00	100.00%	$0.00	$24.00
09p	Concrete Seat Walls/Ftg	$17,000.00	$17,000.00			$17,000.00	100.00%	$0.00	$68.00
09q	Concrete House Keeping Pads	$10,000.00	$10,000.00			$10,000.00	100.00%	$0.00	$40.00
09r	Concrete B & O Tax	$28,000.00	$28,000.00			$28,000.00	100.00%	$0.00	$112.00
10	Masonry/Stonework - Mobilize & Submittals	$27,500.00	$27,500.00			$27,500.00	100.00%	$0.00	$110.00

CONTINUATION SHEET

AIA DOCUMENT G703

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APPLICATION NO: 23
APPLICATION DATE: 01/01/23
PERIOD TO: 01/31/23
PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
10a	Masonry - Stair B CMU	$155,000.00	$155,000.00			$155,000.00	100.00%	$0.00	$620.00
10b	Masonry - Interior CMU Walls	$226,000.00	$226,000.00			$226,000.00	100.00%	$0.00	$904.00
10c	Masonry - Brick Veneer	$660,000.00	$660,000.00			$660,000.00	100.00%	$0.00	$2,640.00
10d	Masonry - Precast Veneer	$723,500.00	$723,500.00			$723,500.00	100.00%	$0.00	$2,894.00
10e	Masonry - Ramp @ Front Sidewalk	$48,000.00	$48,000.00			$48,000.00	100.00%	$0.00	$192.00
11	Structural Steel Sequence # 1 Detailing	$14,690.00	$14,690.00			$14,690.00	100.00%	$0.00	$58.76
11a	Structural Steel Sequence # 1 Structural Stl	$219,240.00	$219,240.00			$219,240.00	100.00%	$0.00	$876.96
11b	Structural Steel Sequence # 1 Erection	$144,716.00	$144,716.00			$144,716.00	100.00%	$0.00	$578.86
11c	Structural Steel Sequence # 1 Decking	$30,854.00	$30,854.00			$30,854.00	100.00%	$0.00	$123.42
11d	Structural Steel Sequence # 2 Detailing	$14,690.00	$14,690.00			$14,690.00	100.00%	$0.00	$58.76
11e	Structural Steel Sequence # 2 Structural Stl	$219,240.00	$219,240.00			$219,240.00	100.00%	$0.00	$876.96
11f	Structural Steel Sequence # 2 Erection	$144,716.00	$144,716.00			$144,716.00	100.00%	$0.00	$578.86
11g	Structural Steel Sequence # 2 Decking	$30,854.00	$30,854.00			$30,854.00	100.00%	$0.00	$123.42
11h	Structural Steel Sequence # 3 Detailing	$14,690.00	$14,690.00			$14,690.00	100.00%	$0.00	$58.76
11i	Structural Steel Sequence # 3 Structural Stl	$219,240.00	$219,240.00			$219,240.00	100.00%	$0.00	$876.96
11j	Structural Steel Sequence # 3 Erection	$144,716.00	$144,716.00			$144,716.00	100.00%	$0.00	$578.86
11k	Structural Steel Sequence # 3 Decking	$30,854.00	$30,854.00			$30,854.00	100.00%	$0.00	$123.42
11l	Structural Steel Sequence # 4 Detailing	$14,690.00	$14,690.00			$14,690.00	100.00%	$0.00	$58.76
11m	Structural Steel Sequence # 4 Structural Stl	$219,240.00	$219,240.00			$219,240.00	100.00%	$0.00	$876.96
11n	Structural Steel Sequence # 4 Erection	$144,716.00	$144,716.00			$144,716.00	100.00%	$0.00	$578.86
11o	Structural Steel Sequence # 4 Decking	$30,854.00	$30,854.00			$30,854.00	100.00%	$0.00	$123.42
12	Misc Metals; SS1 Stairs	$23,484.00	$23,484.00			$23,484.00	100.00%	$0.00	$93.94
12a	Misc Metals; PS1 Stairs	$34,359.00	$34,359.00			$34,359.00	100.00%	$0.00	$137.44
12b	Misc Metals; PS2 Stairs	$56,110.00	$56,110.00			$56,110.00	100.00%	$0.00	$224.44
12c	Misc Metals; Day Report Stair	$10,875.00	$10,875.00			$10,875.00	100.00%	$0.00	$43.50
12d	Misc Metals; Misc Ladders	$8,000.00	$8,000.00			$8,000.00	100.00%	$0.00	$32.00
12e	Misc Metals; Misc handrails	$5,000.00	$5,000.00			$5,000.00	100.00%	$0.00	$20.00
12f	Misc Metals Shop Drawings	$7,172.00	$7,172.00			$7,172.00	100.00%	$0.00	$28.69
13	Rough Carpentry	$116,258.00	$116,258.00			$116,258.00	100.00%	$0.00	$465.03
14	Finish Carpentry	$240,000.00	$240,000.00			$240,000.00	100.00%	$0.00	$960.00
15	Water Proofing	$53,000.00	$53,000.00			$53,000.00	100.00%	$0.00	$212.00
16	Spray Applied Insulation	$66,000.00	$66,000.00			$66,000.00	100.00%	$0.00	$264.00
17	Fluid Applied Air Barrier	$84,000.00	$84,000.00			$84,000.00	100.00%	$0.00	$336.00
18	EPDM Roofing	$180,000.00	$180,000.00			$180,000.00	100.00%	$0.00	$720.00
19	Metal Composite Wall Panels	$37,000.00	$37,000.00			$37,000.00	100.00%	$0.00	$148.00
20	Spray on Fire Proofing	$29,000.00	$29,000.00			$29,000.00	100.00%	$0.00	$116.00
21	Caulking & Sealants	$14,500.00	$14,500.00			$14,500.00	100.00%	$0.00	$58.00

CONTINUATION SHEET

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PERIOD TO: 01/31/23
PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
22	Doors/Frames/Hardware - Material	$270,000.00	$270,000.00			$270,000.00	100.00%	$0.00	$1,080.00
22a	Doors/Frames/Hardware - Labor	$88,000.00	$88,000.00			$88,000.00	100.00%	$0.00	$352.00
23	Rolling Grilles	$27,000.00	$27,000.00			$27,000.00	100.00%	$0.00	$108.00
24	Accordian Partitions	$8,000.00	$8,000.00			$8,000.00	100.00%	$0.00	$32.00
25	Accordian Firedoors	$60,000.00	$60,000.00			$60,000.00	100.00%	$0.00	$240.00
26	Aluminum Storefronts & Glass	$496,000.00	$496,000.00			$496,000.00	100.00%	$0.00	$1,984.00
27	Drwyall & ACT - Mobilization	$45,195.00	$45,195.00			$45,195.00	100.00%	$0.00	$180.78
27a	Drywall & ACT - Shop Drawings	$16,720.00	$16,720.00			$16,720.00	100.00%	$0.00	$66.88
27b	Drywall - Basement Interior Framing (L)	$6,013.00	$6,013.00			$6,013.00	100.00%	$0.00	$24.05
27b1	Drywall - Basement Interior Framing (M)	$4,347.00	$4,347.00			$4,347.00	100.00%	$0.00	$17.39
27b2	Drywall - Basement Insulation/Drywall Hang (L)	$9,480.00	$9,480.00			$9,480.00	100.00%	$0.00	$37.92
27b3	Drywall - Basement Insulation/Drywall Hang (M)	$7,482.00	$7,482.00			$7,482.00	100.00%	$0.00	$29.93
27b4	Drywall - Basement Drywall Finish (L)	$7,538.00	$7,538.00			$7,538.00	100.00%	$0.00	$30.15
27b5	Drywall - Basement Drywall Finish (M)	$529.00	$529.00			$529.00	100.00%	$0.00	$2.12
27b6	Drywall - Basement ACT Ceilings (L)	$3,816.00	$3,816.00			$3,816.00	100.00%	$0.00	$15.26
27b7	Drywall - Basement ACT Ceiling (M)	$5,362.00	$5,362.00			$5,362.00	100.00%	$0.00	$21.45
27c	Drywall - 1st Floor Interior Framing (L)	$53,486.00	$53,486.00			$53,486.00	100.00%	$0.00	$213.94
27c1	Drywall - 1st Floor Interior Framing (M)	$25,864.00	$25,864.00			$25,864.00	100.00%	$0.00	$103.46
27c2	Drywall - 1st Floor Insulation/Drywall Hang (L)	$83,686.00	$83,686.00			$83,686.00	100.00%	$0.00	$334.74
27c3	Drywall - 1st Floor Insulation/Drywall Hang (M)	$55,478.00	$55,478.00			$55,478.00	100.00%	$0.00	$221.91
27c4	Drywall - 1st Floor Drywall Finish (L)	$60,670.00	$60,670.00			$60,670.00	100.00%	$0.00	$242.68
27c5	Drywall - 1st Floor Drywall Finish (M)	$5,060.00	$5,060.00			$5,060.00	100.00%	$0.00	$20.24
27c6	Drywall - 1st Floor ACT Ceiling (L)	$29,900.00	$29,900.00			$29,900.00	100.00%	$0.00	$119.60
27c7	Drywall - 1st Floor ACT Ceiling (M)	$49,024.00	$49,024.00			$49,024.00	100.00%	$0.00	$196.10
27d	Drywall - 2nd Floor Interior Framing (L)	$59,567.00	$59,567.00			$59,567.00	100.00%	$0.00	$238.27
27d1	Drywall - 2nd Floor Interior Framing (M)	$26,694.00	$26,694.00			$26,694.00	100.00%	$0.00	$106.78
27d2	Drywall - 2nd Floor Insulation/Drywall Hang (L)	$86,354.00	$86,354.00			$86,354.00	100.00%	$0.00	$345.42
27d3	Drywall - 2nd Floor Insulation/Drywall Hang (M)	$52,512.00	$52,512.00			$52,512.00	100.00%	$0.00	$210.05
27d4	Drywall - 2nd Floor Drywall Finish (L)	$60,063.00	$60,063.00			$60,063.00	100.00%	$0.00	$240.25
27d5	Drywall - 2nd Floor Drywall Finish (M)	$5,230.00	$5,230.00			$5,230.00	100.00%	$0.00	$20.92
27d6	Drywall - 2nd Floor ACT Ceiling (L)	$31,948.00	$31,948.00			$31,948.00	100.00%	$0.00	$127.79
27d7	Drywall - 2nd Floor ACT Ceiling (M)	$50,048.00	$50,048.00			$50,048.00	100.00%	$0.00	$200.19
27e	Drywall - 3ed Floor Interior Framing (L)	$46,538.00	$46,538.00			$46,538.00	100.00%	$0.00	$186.15
27e1	Drywall - 3rd Floor Interior Framing (M)	$22,829.00	$22,829.00			$22,829.00	100.00%	$0.00	$91.32
27e2	Drywall - 3rd Floor Insulation/Drywall Hang (L)	$80,746.00	$80,746.00			$80,746.00	100.00%	$0.00	$322.98
27e3	Drywall - 3rd Floor Insulation/Drywall Hang (M)	$55,669.00	$55,669.00			$55,669.00	100.00%	$0.00	$222.68
27e4	Drywall - 3rd Floor Drywall Finish (L)	$65,130.00	$65,130.00			$65,130.00	100.00%	$0.00	$260.52

CONTINUATION SHEET

AIA DOCUMENT G703

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

APPLICATION NO: 23
APPLICATION DATE: 01/01/23
PERIOD TO: 01/31/23
PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
27e5	Drywall - 3rd Floor Drywall Finish (M)	$4,725.00	$4,725.00			$4,725.00	100.00%	$0.00	$18.90
27e6	Drywall - 3rd Floor ACT Ceiling (L)	$25,356.00	$25,356.00			$25,356.00	100.00%	$0.00	$101.42
27e7	Drywall - 3rd Floor ACT Ceiling (M)	$50,438.00	$50,438.00			$50,438.00	100.00%	$0.00	$201.75
27f	Drywall - Exterior Framing (L)	$123,395.00	$123,395.00			$123,395.00	100.00%	$0.00	$493.58
27f1	Drywall - Exterior Framing (M)	$112,108.00	$112,108.00			$112,108.00	100.00%	$0.00	$448.43
28	Ceramic Tile	$293,000.00	$293,000.00			$293,000.00	100.00%	$0.00	$1,172.00
29	Carpet/VCT	$280,000.00	$280,000.00			$280,000.00	100.00%	$0.00	$1,120.00
30	Painting	$140,000.00	$140,000.00			$140,000.00	100.00%	$0.00	$560.00
31	Signage and Plaques	$79,000.00	$79,000.00			$79,000.00	100.00%	$0.00	$316.00
32	Toilet Partitions	$12,000.00	$12,000.00			$12,000.00	100.00%	$0.00	$48.00
33	Wal/Door Protection	$13,000.00	$13,000.00			$13,000.00	100.00%	$0.00	$52.00
34	Toilet Accessories	$17,000.00	$17,000.00			$17,000.00	100.00%	$0.00	$68.00
35	Fire Extinguishers & Cabinets	$6,500.00	$6,500.00			$6,500.00	100.00%	$0.00	$26.00
36	Metal Lockers	$8,000.00	$8,000.00			$8,000.00	100.00%	$0.00	$32.00
37	Flag Pole	$2,900.00	$2,900.00			$2,900.00	100.00%	$0.00	$11.60
38	Window Shades	$30,000.00	$30,000.00			$30,000.00	100.00%	$0.00	$120.00
39	Pews	$12,000.00	$12,000.00			$12,000.00	100.00%	$0.00	$48.00
40	Elevators	$183,000.00	$183,000.00			$183,000.00	100.00%	$0.00	$732.00
41	Vertical Platform Lift	$28,000.00	$28,000.00			$28,000.00	100.00%	$0.00	$112.00
42	Fire Protection - Design	$24,000.00	$24,000.00			$24,000.00	100.00%	$0.00	$96.00
42a	Fire Protection - Permits	$3,000.00	$3,000.00			$3,000.00	100.00%	$0.00	$12.00
42b	Fire Protection - Mobilization	$10,500.00	$10,500.00			$10,500.00	100.00%	$0.00	$42.00
42c	Fire Protection - Basement	$41,125.00	$41,125.00			$41,125.00	100.00%	$0.00	$164.50
42d	Fire Protection - First Floor	$41,125.00	$41,125.00			$41,125.00	100.00%	$0.00	$164.50
42e	Fire Protection - Second Floor	$41,125.00	$41,125.00			$41,125.00	100.00%	$0.00	$164.50
42f	Fire Protection - Third Floor	$41,125.00	$41,125.00			$41,125.00	100.00%	$0.00	$164.50
42g	Fire Protection - Riser	$6,500.00	$6,500.00			$6,500.00	100.00%	$0.00	$26.00
42h	Fire Protection - Test	$1,500.00	$1,500.00			$1,500.00	100.00%	$0.00	$6.00
43	Plumbing - Mobilization	$7,225.00	$7,225.00			$7,225.00	100.00%	$0.00	$28.90
43a	Plumbing - B&O Tax	$8,640.00	$8,640.00			$8,640.00	100.00%	$0.00	$34.56
43b	Plumbing - Supervision	$15,030.00	$15,030.00			$15,030.00	100.00%	$0.00	$60.12
43c	Plumbing - Domestic Water Piping Materials	$30,255.00	$30,255.00			$30,255.00	100.00%	$0.00	$121.02
43d	Plumbing - Domestic Water Piping Labor	$35,430.00	$35,430.00			$35,430.00	100.00%	$0.00	$141.72
43e	Plumbing - Sanitary/Storm Piping Materials	$96,620.00	$96,620.00			$96,620.00	100.00%	$0.00	$386.48
43f	Plumbing - Sanitary/Storm Piping Labor	$71,105.00	$71,105.00			$71,105.00	100.00%	$0.00	$284.42
43g	Plumbing - Gas Piping Materials	$10,450.00	$10,450.00			$10,450.00	100.00%	$0.00	$41.80
43h	Plumbing - Gas Piping Labor	$12,505.00	$12,505.00			$12,505.00	100.00%	$0.00	$50.02

CONTINUATION SHEET

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APPLICATION NO: 23
APPLICATION DATE: 01/01/23
PERIOD TO: 01/31/23
PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
43i	Plumbing - Plumbing Fixtures Material	$91,365.00	$91,365.00			$91,365.00	100.00%	$0.00	$365.46
43j	Plumbing - Plumbing Fixtures Labor	$11,975.00	$11,975.00			$11,975.00	100.00%	$0.00	$47.90
43k	Plumbing - Piping Insulation Installation	$41,400.00	$41,400.00			$41,400.00	100.00%	$0.00	$165.60
44	HVAC - Mobilization	$17,500.00	$17,500.00			$17,500.00	100.00%	$0.00	$70.00
44a	HVAC - Dafting/Coordination	$38,250.00	$38,250.00			$38,250.00	100.00%	$0.00	$153.00
44b	HVAC - Basement - Ductwork/Pipe Mtl	$19,350.00	$19,350.00			$19,350.00	100.00%	$0.00	$77.40
44b1	HVAC - Basement - Ductwork/Piping Labor	$24,325.00	$24,325.00			$24,325.00	100.00%	$0.00	$97.30
44b2	HVAC - Basement - HVAC Equipment Mtl	$30,650.00	$30,650.00			$30,650.00	100.00%	$0.00	$122.60
44b3	HVAC - Basement - HVAC Equipment Labor	$10,613.00	$10,613.00			$10,613.00	100.00%	$0.00	$42.45
44b4	HVAC - Basement - HVAC Insulation M/L	$26,850.00	$26,850.00			$26,850.00	100.00%	$0.00	$107.40
44b5	HVAC - Basement - HVAC Temp Controls	$21,450.00	$21,450.00			$21,450.00	100.00%	$0.00	$85.80
44c	HVAC - First Floor - Ductwork/Pipe Mtl	$48,600.00	$48,600.00			$48,600.00	100.00%	$0.00	$194.40
44c1	HVAC - First Floor - Ductwork/Piping Labor	$57,444.00	$57,444.00			$57,444.00	100.00%	$0.00	$229.78
44c2	HVAC - First Floor - HVAC Equipment Mtl	$30,650.00	$30,650.00			$30,650.00	100.00%	$0.00	$122.60
44c3	HVAC - First Floor - HVAC Equipment Labor	$14,150.00	$14,150.00			$14,150.00	100.00%	$0.00	$56.60
44c4	HVAC - First Floor - HVAC Insulation M/L	$44,750.00	$44,750.00			$44,750.00	100.00%	$0.00	$179.00
44c5	HVAC - First Floor - HVAC Temp Controls	$28,600.00	$28,600.00			$28,600.00	100.00%	$0.00	$114.40
44d	HVAC - Second Floor- Ductwork/Pipe Mtl	$57,250.00	$57,250.00			$57,250.00	100.00%	$0.00	$229.00
44d1	HVAC - Second Floor - Ductwork/Piping Lab	$67,506.00	$67,506.00			$67,506.00	100.00%	$0.00	$270.02
44d2	HVAC - Second Floor - HVAC Equip Mtl	$38,312.00	$38,312.00			$38,312.00	100.00%	$0.00	$153.25
44d3	HVAC - Second Floor - HVAC Equip Lab	$14,150.00	$14,150.00			$14,150.00	100.00%	$0.00	$56.60
44d4	HVAC - Second Floor - HVAC Insulation M/L	$44,750.00	$44,750.00			$44,750.00	100.00%	$0.00	$179.00
44d5	HVAC - Second Floor - HVAC Temp Controls	$28,600.00	$28,600.00			$28,600.00	100.00%	$0.00	$114.40
44e	HVAc - Third Floor - Ductwork/Pipe Mtl	$55,488.00	$55,488.00			$55,488.00	100.00%	$0.00	$221.95
44e1	HVAC - Third Floor - Ductwork/Piping Labor	$67,725.00	$67,725.00			$67,725.00	100.00%	$0.00	$270.90
44e2	HVAC - Third Floor - HVAC Equipment Mtl	$53,637.00	$53,637.00			$53,637.00	100.00%	$0.00	$214.55
44e3	HVAC - Third Floor - HVAC Equipment Labor	$14,150.00	$14,150.00			$14,150.00	100.00%	$0.00	$56.60
44e4	HVAC - Third Floor - HVAC Insulation M/L	$53,700.00	$53,700.00			$53,700.00	100.00%	$0.00	$214.80
44e5	HVAC - Third Floor - HVAC Temp Controls	$28,600.00	$28,600.00			$28,600.00	100.00%	$0.00	$114.40
44f	HVAC - Roof- Piping M/L	$8,713.00	$8,713.00			$8,713.00	100.00%	$0.00	$34.85
44f1	HVAC - Roof - HVAC Equipment Mtl	$430,000.00	$430,000.00			$430,000.00	100.00%	$0.00	$1,720.00
44f2	HVAC - Roof - HVAC Equipment Labor	$17,687.00	$17,687.00			$17,687.00	100.00%	$0.00	$70.75
44f3	HVAC - Roof - HVAC Insulation M/L	$8,050.00	$8,050.00			$8,050.00	100.00%	$0.00	$32.20
44f4	HVAC - Roof - HVAC Temp Controls	$35,750.00	$35,750.00			$35,750.00	100.00%	$0.00	$143.00
44g	HVAC - Testing & Balancing	$27,750.00	$27,750.00			$27,750.00	100.00%	$0.00	$111.00
45	Electrical - Mobilization/Temporary	$41,355.00	$41,355.00			$41,355.00	100.00%	$0.00	$165.42
45a	Electrical - Underground UT&C Duct Bank	$34,368.00	$34,368.00			$34,368.00	100.00%	$0.00	$137.47

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APPLICATION NO: 23
APPLICATION DATE: 01/01/23
PERIOD TO: 01/31/23
PROJECT NO: 4013

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
45b	Electrical - Lighting Fixtures Package (M)	$254,072.00	$254,072.00			$254,072.00	100.00%	$0.00	$1,016.29
45c	Electrical - Lighting Fixtures Package (L)	$181,177.00	$181,177.00			$181,177.00	100.00%	$0.00	$724.71
45d	Electrical - Switchgear Package (M)	$180,805.00	$180,805.00			$180,805.00	100.00%	$0.00	$723.22
45e	Electrical - Switchgear Package (L)	$108,563.00	$108,563.00			$108,563.00	100.00%	$0.00	$434.25
45f	Electrical - Emergency Generator Package	$170,845.00	$170,845.00			$170,845.00	100.00%	$0.00	$683.38
45g	Electrical - Fire Alarm Package (M)	$91,621.00	$91,621.00			$91,621.00	100.00%	$0.00	$366.48
45h	Electrical - Fire Alearm Package (L)	$58,440.00	$58,440.00			$58,440.00	100.00%	$0.00	$538.78
45i	Electrical - Data/CCTV Package (M)	$309,499.00	$309,499.00			$309,499.00	100.00%	$0.00	$1,547.50
45j	Electrical - Data/CCTV Package (L)	$56,717.00	$56,717.00			$56,717.00	100.00%	$0.00	$283.59
45k	Electrical - Door Access Package (M)	$62,887.00	$62,887.00			$62,887.00	100.00%	$0.00	$314.44
45l	Electrical - Door Access Package (L)	$17,105.00	$17,105.00			$17,105.00	100.00%	$0.00	$85.53
45m	Electrical - Branch Power (M)	$25,590.00	$25,590.00			$25,590.00	100.00%	$0.00	$127.95
45n	Electrical - Branch Power (L)	$93,183.00	$93,183.00			$93,183.00	100.00%	$0.00	$465.92
45o	Electrical - Mechanical Equip Power Wiring (M)	$25,590.00	$25,590.00			$25,590.00	100.00%	$0.00	$127.95
45p	Electrical - Mechanical Equip Power Wiring (L)	$93,183.00	$93,183.00			$93,183.00	100.00%	$0.00	$465.92
46	B&O Tax	$303,800.00	$303,800.00			$303,800.00	100.00%	$0.00	$1,519.00
47	CO #01 - Sitework, Electrical	$50,800.00	$50,800.00			$50,800.00	100.00%	$0.00	$254.00
48	CO #02 - Sitework Unsuitable	$136,975.00	$136,975.00			$136,975.00	100.00%	$0.00	$684.88
49	CO #03 - UT&C, Temp. Under Drain Waterproofing	$9,876.00	$9,876.00			$9,876.00	100.00%	$0.00	$49.38
50	CO #04 - Refrigerated Bottle Fillers	$9,540.00	$9,540.00			$9,540.00	100.00%	$0.00	$47.70
51	CO #05 - Extend UT&C Conduits & Fiber	$26,762.00	$26,762.00			$26,762.00	100.00%	$0.00	$133.81
52	CO #06 - Suitable Sols Exc.	$51,291.00	$51,291.00			$51,291.00	100.00%	$0.00	$256.46
53	CO #07 - Add Camera's & TV/Data Outlets	$15,865.00	$15,865.00			$15,865.00	100.00%	$0.00	$79.33
54	CO #08 - Camera R.I., Add Casework & Door	$27,201.00	$27,201.00			$27,201.00	100.00%	$0.00	$136.01
55	CO #09 - Misc Electrical & G.C. Work	$46,775.00	$46,775.00			$46,775.00	100.00%	$0.00	$233.88
	GRAND TOTALS	$15,833,085.00	$15,833,085.00	$0.00	$0.00	$15,833,085.00	100.00%	$0.00	$65,000.00

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

PARTIAL WAIVER AND RELEASE OF LIENS
AND INDEMNITY AGREEMENT – CONTRACTOR

State of Pennsylvania
County of Allegheny

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

Total Contract Value	$ 15,833,085.00
Total Previous Certificates for Payment	$ 15,483,085.00
Total Amount Claimed due in Pending Application	$ 285,000.00

Contingent upon payment of the amount claimed due of $ 285,000.00 to, or for the benefit of Contractor, Contractor does hereby release Owner, the Project and the premises upon which the Project is located and any and all improvements thereon ("Property") from any and all claims, liens and/or rights to lien up to the amount paid to date, including the amount claimed due herein.

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

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

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

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

Signed and delivered this 18th day of May, 2023.

Signed: _____

Print: Joseph Dunlap, Controller

ACKNOWLEDGEMENT

State of Pennsylvania
County of Allegheny

Before me, the undersigned Notary Public in and for the said 18th day of May, 2023.

Notary Public: Shannan B. Balego

SEAL

Printed Name: Shannan B. Balego

Commonwealth of Pennsylvania - Notary Seal
Shannan B. Balego, Notary Public
Allegheny County
My commission expires August 23, 2026
Commission number 1424021
Member, Pennsylvania Association of Notaries

9-B

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

REQUISTION FORM

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

Ms. LaShawnda K. Fogle

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

1) Requisition Number: #86
2) Capitol Business Interiors
   711 Indiana Ave
   Charleston, WV 25302
3) Amount: $ 3,223.56

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

B. The total obligation on account of which the payment requested herein is to be made is a total of $3,223.56 of which $ 0.00 has previously been paid, and $ 3,223.56 remains outstanding with above amount now due and payable.

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

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

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

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

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

Dated this the _____ day of _____, 20 _____.

THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

By: _____

Its: _____

Schedule I for Requisition #86

REIMBURSEMENT AND THIRD PARTY PAYMENTS

(1) Reimbursement to Issuer or Harrison County Commission:

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

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

	Vendor	Description of Expense	Approval Date	Amount
a.	Capitol Business Interiors	Furniture	19-Jul-23	$3,223.56
b.				
c.				
d.				
e.				
f.				
Total				

(3) Total amount of disbursements pursuant to this Requisition: $ 3,223.56

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

Approval Signature

Date

CAPITOL
BUSINESS
INTERIORS

I N V O I C E

DATE: 07/13/23

TERMS: NET 15 DAYS

INVOICE # 85893

SHIP TO:
HARRISON (NEW) GENERAL SERVICES BLDG

229 3RD ST
CLARKSBURG WV 26301

BILL TO:
HARRISON COUNTY COMMISSION
ATTN: JOHN SPIRES, COUNTY CLERK

301 W MAIN ST
CLARKSBURG WV 26301

PROPOSAL # 106572 PROJECT # 35-316

SALESPERSON: LINDA DUNLAP

CLIENT: 1930

CLIENT PO # SIGNED QUOTE

#	QTY	PRODUCT #	DESCRIPTION	UNIT	EXTENDED
1	8.00	HRVT3024T	Abound Fabric Tile 30H x 24W Gr A Fabric Etch Tonal	29.38	235.04
2	4.00	HRVTC24F	Panel Top Cap Flat 24W P1 Paint Opts Light Gray	10.81	43.24
3	4.00	HRVF3524P	Panel Frame 35H x 24W P1 Paint Opts Light Gray	69.56	278.24
4	2.00	HRVT3024G	Abound 30" High Clear Glass Tile 30H x 24W P1 Paint Opts Light Gray	184.01	368.02
5	2.00	HRVT3036G	Abound 30" High Clear Glass Tile 30H x 36W	209.15	418.30

711 INDIANA AVENUE
CHARLESTON, WV 25302
304-343-7551

P1 Paint Opts Light Gray

6	1.00	HCTL181L	Left-hand Cantilever 18"D	10.58	10.58
7	1.00	HWR1872PN	Systems Rectangle Worksurface 18Dx72W Edgeban Grd L1 Standard Laminates Steel Mesh Charcoal	133.48	133.48
8	1.00	HCTL182	18D Cantilever One Pair P1 Paint Opts Light Gray	19.51	19.51
9	2.00	HRVC65PLF	"L" 90 degree Painted Connector Flat 65H P1 Paint Opts Light Gray	48.65	97.30
10	1.00	HRVC65PF	Abound Finished End Painted 65" P1 Paint Opts Light Gray	29.85	29.85
11	2.00	CUSTOM CUT SCREENS	69 W X 20 HI SCREENS W/PASSTHRU TAG #2: NOT ON STATE CONTRACT	545.00	1,090.00
12	1.00	DELIVERY	DELIVER/RECONFIGURE/INSTALL	500.00	500.00

SUBTOTAL....: 3,223.56

FINAL TOTAL.: 3,223.56

PAY THIS AMOUNT.....: 3,223.56

SEND PAYMENTS TO:

CAPITOL BUSINESS INTERIORS
PO BOX 2973
HUNTINGTON, WV 25729

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 10
FY: 2023-2024
Fund 2
Rev No. 1
Pages: 1

Harrison County
GOVERNMENT ENTITY

301 W Main St
STREET OR PO BOX

Clarksburg — CITY
26301 — 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
298	Assigned Fund Balance	450,000	361,427		811,427
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 361,427

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
401	County Commission	352,500	361,427		713,927
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 361,427

APPROVED BY THE STATE AUDITOR

BY:

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

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

12

Esri Inc
380 New York Street
Redlands CA 92373

Subject: Renewal Quotation

Date: 07/12/2023
To: Michael Pizzino
Organization: County of Harrison
Assessors Office
Fax #: 304-626-1066 **Phone #:** 304-624-8703

From: Hannah Sistos
Fax #: **Phone #:** + 19093693265 Ext. 3265
Email: hsistos@esri.com

Number of pages transmitted (including this cover sheet): 5

Quotation #26146991
Document Date: 05/14/2023

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level
http://www.esri.com/apps/products/maintenance/qualifying.cfm

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit
http://www.esri.com/legal/licensing/software-license.html

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.

esri® 380 New York Street
Redlands, CA 92373
Phone: + 190936932653265

Quotation

Date: 05/14/2023 **Quotation Number:** 26146991

Send Purchase Orders To:
Environmental Systems Research Institute, Inc.
380 New York Street
Redlands, CA 92373-8100
Attn: Hannah Sistos

Please include the following remittance address on your Purchase Order:
Environmental Systems Research Institute, Inc.
P.O. Box 741076
Los Angeles, CA 90074-1076

County of Harrison
Assessors Office
301 W Main St
Clarksburg WV 26301-2955
Attn: Michael Pizzino

Customer Number: 230030
For questions regarding this document, please contact Customer Service at 888-377-4575.

Item	Qty	Material#	Unit Price	Extended Price
10	1	52384 ArcGIS Desktop Advanced Concurrent Use Primary Maintenance Start Date: 08/13/2023 End Date: 08/12/2024 Subscription ID: 4029102490	3,300.00	3,300.00
1010	1	86497 ArcGIS Desktop Standard Concurrent Use Primary Maintenance Start Date: 08/13/2023 End Date: 08/12/2024 Subscription ID: 4029102490	1,650.00	1,650.00
2010	1	87192 ArcGIS Desktop Basic Single Use Primary Maintenance Start Date: 08/13/2023 End Date: 08/12/2024 Subscription ID: 4029102490	440.00	440.00
3010	10	154252 ArcGIS Enterprise Creator Annual Subscription	550.00	5,500.00

Please note Esri has introduced a price change and this quote reflects current pricing for your organization. It is important to us that we are able to continue to deliver value through enhancements to products, solutions, and capabilities.

Your renewal provides access to all the benefits you are familiar with, which you can review at https://go.esri.com/maintenance
For questions related to the price change, please reach out to your assigned Esri Account Manager.

Quotation is valid for 90 days from document date.

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

To expedite your order, please reference your customer number and this quotation number on your purchase order.

380 New York Street
Redlands, CA 92373
Phone: + 190936932653265

Quotation

Date: 05/14/2023 **Quotation Number:** 26146991

Item	Qty	Material#	Unit Price	Extended Price
		Start Date: 08/13/2023 End Date: 08/12/2024		
4010	1	161328 ArcGIS Enterprise Standard Up to Four Cores Maintenance Start Date: 08/13/2023 End Date: 08/12/2024	5,500.00	5,500.00

Item Subtotal		16,390.00
Estimated Tax		0.00
Total	**USD**	**16,390.00**

DUNS/CEC: 06-313-4175 CAGE: 0AMS3

380 New York Street
Redlands, CA 92373
Phone: + 190936932653265

Quotation

Date: 05/14/2023 **Quotation Number:** 26146991

Item	Qty	Material#	Unit Price	Extended Price

Renewal Options:

- Online: Renew through My Esri site at https://my.esri.com
  - Credit Card
  - Purchase Order
  - Email Authorization
- Email or Fax: Email Authorization, Purchase Order or signed quote to:
  - Fax: 909-307-3083
  - Email: service@esri.com

Requests via email or signed quote indicate that you are authorized to obligate funds for your organization and your organization does not require a purchase order.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf , and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at http://www.esri.com/en-us/legal/terms/state-supplemental apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy GSA, BPA) on your ordering document.

380 New York Street
Redlands, CA 92373
Phone: + 190936932653265

Quotation

Date: 05/14/2023 **Quotation No:** 26146991 **Customer No:** 230030

Item	Qty	Material#	Unit Price	Extended Price

US FEDERAL CUSTOMERS: If you are a federal customer or a contractor purchasing on behalf of a federal customer a purchase order is required to receive an invoice. Please email the purchase order to service@esri.com

By signing below, you are authorizing Esri to issue a software support invoice in the amount of USD_____ plus sales tax, if applicable.

Please check one of the following:

_____ I agree to pay any applicable sales tax.

_____ I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

_____ _____
Signature of Authorized Representative Date

_____ _____
Name (Please Print) Title

United States of America

A-1

State of West Virginia

County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, July 5, 2023, through Tuesday, July 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, Wednesday, July 5, 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, **STACEY DENNISON** was appointed and qualified as ANCILLARY ADMINISTRATOR of the estate of **BOBBY RAY DENNISON**, deceased. No bond was required.

A duly exemplified copy of the last will and testament of **MARY A BRANCA HUMPHREY**, deceased, late a resident of PRINCE WILLIAM, VIRGINIA, was admitted to record.

On, Thursday, July 6, 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, **CATHERINE V WAGGY** was appointed and qualified as ADMINISTRATRIX of the estate of **RICKY LYNN WAGGY**, deceased. No bond was required.

On, Friday, July 7, 2023, the following matters were disposed of in the presence of the Clerk:

A duly certified copy of the last will and testament of **THEODORE S LEWIS**, deceased, late a resident of BARBOUR, WEST VIRGINIA, was admitted to record.

On, Monday, July 10, 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, **MARY JEAN CALVERT** was appointed and qualified as ADMINISTRATRIX of the estate of **MATTHEW GREGORY CALVERT**, deceased. Bond was 4,400.00.

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

JOHN JOSEPH ROCK SR, who was named in the last will and testament of **AMIEL ROCK**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

A duly exemplified copy of the last will and testament of **IDEN SCOTT MCWHORTER**, deceased, late a resident of DEKALB, GEORGIA, was admitted to record.

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

REBECCA ANN BRUNETTI, who was named in the last will and testament of **SAM ANTHONY BRUNETTI**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

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

DAVID MICHAEL BATES, who was named in the last will and testament of **MARGARET ELIZABETH MCDONALD**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

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

JAMES ROBERT MCMANUS, who was named in the last will and testament of **GEORGE R MCMANUS**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

A duly exemplified copy of the last will and testament of **BLISS ROBINSON BOYERS**, deceased, late a resident of ROCKINGHAM, VIRGINIA, was admitted to record.

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

PATRICIA LYNNE ASHCRAFT, who was named in the last will and testament of **RONALD DEWEY ASHCRAFT**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

John R Spires
Clerk of the Harrison County Commission

Wednesday, July 19, 2023

Confirmed

MARK WILT, EXECUTOR OF THE ESTATE

B-1

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

DAVID R. GROSS, DECEASED

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

The report of Norman T. Farley, Fiduciary Commissioner for Harrison County, West Virginia, and Waiver of Final Settlement of the **Estate of David R. Gross,** deceased.

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

That said estate was referred to Norman T. Farley, Fiduciary Commissioner, on the **6th day of August, 2020;** that your Commissioner approved the appraisement of said estate and caused the same to be recorded in the Office of this Commission, and a copy was forwarded to the Tax Commissioner for West Virginia; and,

That pursuant to Article 2, Chapter 44 of the West Virginia Code as amended, the **2nd day of August, 2020,** was appointed by your Commissioner as the day to receive on or before that date proofs of claim against said estate at his law office located at 917 W. Main Street, Bridgeport, West Virginia, 26330, and notice was given thereof to the creditors and beneficiaries of the estate by publishing notice in the manner and form prescribed by law in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, once each week for two successive weeks, said publication having been made on the **3rd and 10th days of June, 2020;** and,

That any contingent or unliquidated claims or claims not matured against said estate that were presented to or proven before your Commissioner have been released, and that no necessity exists to reserve any funds in the hands of the personal representative to meet the same; and;

That your Commissioner has concluded the hearing and thereafter said personal

deceased, as provided in Chapter 44, Article 2, Section 29 of the West Virginia Code as amended; and

Your Commissioner further reports that the name of the personal representative was included in a list of all fiduciaries whose accounts were then before him for settlement, which list was prepared by him and caused by him to be published once a week for two successive weeks, as required by law, said publication having been made on the **7th and 14th days of June, 2023,** in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, and upon completion of said publication your Commissioner proceeded to make this final report for the settlement of the accounts of said personal representative.

This Report and attached Waiver of Settlement, filed herewith and expressly made a part hereof, may be filed as the final report of **Mark Wilt, Executor of the Estate of David R. Gross, deceased.**

GIVEN under my hand this 21 ST day of June, 2023.

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

IN THE MATTER OF:

ESTATE OF DAVID R. GROSS

WAIVER OF FINAL SETTLEMENT

STATE OF WEST VIRGINIA,
COUNTY OF HARRISON, to-wit:

Mark Wilt, Executor of the Estate of David R. Gross, being first duly sworn, deposes and say that:

(1) He is the duly appointed and acting personal representative of the Estate of David R. Gross.

(2) If required, that a release of lien required by West Virginia Code or Certificate of Nonliability for the said estate has been recorded by the Clerk of the County Commission of Harrison County, West Virginia.

(3) More than sixty (60) days have elapsed since the filing of any notice required by West Virginia Code §§ 44-2-1 et seq., as amended, which pertains to the filing of notice by the Fiduciary Commissioner, or in the alternative, the Clerk of the County Commission of Harrison County, West Virginia.

(4) That the time for filing claims against this estate has expired and that no known or unpaid claims exist against this estate.

(5) That the signature of each beneficiary of the said estate, not exempted by West Virginia Code § 44-2-29, as amended, appearing on the attached Waivers, have been advised of the share or shares of which each is entitled from the above-referenced estate. All property which each beneficiary is entitled has been or, upon approval of this settlement, will be delivered to said beneficiary in conformity with the appropriate allocation.

Mark Wilt EXECUTOR
MARK WILT, Executor

15974092

IN THE MATTER OF:

ESTATE OF DAVID R. GROSS

WAIVER OF FINAL SETTLEMENT

WHEREAS, under West Virginia Code § 44-2-29, as amended, a final settlement may be waived by a waiver which is signed by the personal representative and by all heirs and beneficiaries of the Estate of David R. Gross, deceased.

On this the 7 day of March, 2023, came Mark Wilt, who states the following: that he is one of the heirs and beneficiaries of the Estate of David R. Gross, and that he has been advised of the share of the estate to which he is entitled, and that a final settlement of the Estate of David R. Gross is hereby waived; and that he further joins in the waiver executed by the personal representative of the Estate of David R. Gross.

Mark Wilt
MARK WILT

STATE OF WEST VIRGINIA,
COUNTY OF Harrison :

Taken, subscribed and sworn to before me this 7th day of March, 2023, by Mark Wilt, an heir and beneficiary under the Last Will and Testament of David R. Gross.

My commission expires: November 24, 2027

Melissa Sutton
Notary Public

MELISSA SUTTON
Notary Public Official Seal
State of West Virginia
My Comm. Expires Nov 24, 2027
192 East Main Street Salem WV 26426

15974092

Executor, in the County aforesaid this 11th day of March, 2023.

My commission expires: November 24, 2027

(Notarial Seal)

Notary Public

MELISSA SUTTON
Notary Public Official Seal
State of West Virginia
My Comm. Expires Nov 24, 2027
192 East Main Street Salem WV 26426

15974092

IN THE MATTER OF:

ESTATE OF DAVID R. GROSS

WAIVER OF FINAL SETTLEMENT

WHEREAS, under West Virginia Code § 44-2-29, as amended, a final settlement may be waived by a waiver which is signed by the personal representative and by all heirs and beneficiaries of the Estate of David R. Gross, deceased.

On this the 8th day of March, 2023, came Susan Randall, who states the following: that she is one of the heirs and beneficiaries of the Estate of David R. Gross, and that she has been advised of the share of the estate to which she is entitled, and that a final settlement of the Estate of David R. Gross is hereby waived; and that she further joins in the waiver executed by the personal representative of the Estate of David R. Gross.

Susan Randall
SUSAN RANDALL

STATE OF Alabama,
COUNTY OF Baldwin:

Taken, subscribed and sworn to before me this 8th day of March, 2023, by Susan Randall, an heir and beneficiary under the Last Will and Testament of David R. Gross.

My commission expires: MICHELE E. ALLEN My Commission Expires August 12, 2024.

Michele E Allen
Notary Public

15974092

ESTATE OF DAVID R. GROSS

WAIVER OF FINAL SETTLEMENT

WHEREAS, under West Virginia Code § 44-2-29, as amended, a final settlement may be waived by a waiver which is signed by the personal representative and by all heirs and beneficiaries of the Estate of David R. Gross, deceased.

On this the 5 day of March, 2023, came Brian Gross, who states the following: that he is one of the heirs and beneficiaries of the Estate of David R. Gross, and that he has been advised of the share of the estate to which he is entitled, and that a final settlement of the Estate of David R. Gross is hereby waived; and that he further joins in the waiver executed by the personal representative of the Estate of David R. Gross.

Brian Gross
BRIAN GROSS

STATE OF Alabama,
COUNTY OF Baldwin:

Taken, subscribed and sworn to before me this 5 day of March, 2023, by Brian Gross, an heir and beneficiary under the Last Will and Testament of David R. Gross.

My commission expires: 12/2/2026.

ERIN MAULDEN
Notary Public
Alabama State at Large

Erin Mauldin
Notary Public

15974092

IN THE MATTER OF:

ESTATE OF DAVID R. GROSS

WAIVER OF FINAL SETTLEMENT

WHEREAS, under West Virginia Code § 44-2-29, as amended, a final settlement may be waived by a waiver which is signed by the personal representative and by all heirs and beneficiaries of the Estate of David R. Gross, deceased.

On this the 17 day of May, 2023, came Scott Fontaine, who states the following: that he is one of the heirs and beneficiaries of the Estate of David R. Gross, and that he has been advised of the share of the estate to which he is entitled, and that a final settlement of the Estate of David R. Gross is hereby waived; and that he further joins in the waiver executed by the personal representative of the Estate of David R. Gross.

SCOTT FONTAINE

STATE OF WV,
COUNTY OF Harrison:

Taken, subscribed and sworn to before me this 17 day of May, 2023, by Scott Fontaine, an heir and beneficiary under the Last Will and Testament of David R. Gross.

My commission expires: November 24, 2027

MELISSA SUTTON
Notary Public Official Seal
State of West Virginia
My Comm. Expires Nov 24, 2027
192 East Main Street Salem WV 26426

Notary Public

The foregoing instrument was acknowledged before me this _____ day of _____, _____.

My Commission expires: _____ _____

Notary Public

SCOTT FONTAINE _____ _____ (L.S.)
NO RELATION

STATE OF _____ COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, _____.

My Commission expires: _____ _____

Notary Public

JENNIFER KIRK _____ _____ (L.S.)
NO RELATION

STATE OF West Virginia COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 4th day of October, 2021.

My Commission expires: 12/18/2021 _____

NOTARY PUBLIC OFFICIAL SEAL
ROBYN MARLETTE
State of West Virginia
My Comm. Exp. Dec 18, 2021
Harrison County Bank
17 Armory Road Clarksburg, WV 26301

Notary Public

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

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

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

Given under my hand this _____day of _____, _____.

_____ By _____

John R Spires
Clerk of the Harrison County Commission

June Eschenmann
Deputy Clerk

ROBERT O. HARDMAN, EXECUTOR
OF THE ESTATE

B-2

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

ROBERT ORAL HARDMAN, DECEASED

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

The report of Norman T. Farley, Fiduciary Commissioner for Harrison County, West Virginia, and Waiver of Final Settlement of the **Estate of Robert Oral Hardman,** deceased.

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

That said estate was referred to Norman T. Farley, Fiduciary Commissioner, on the **23rd day of November, 2022;** that your Commissioner approved the appraisement of said estate and caused the same to be recorded in the Office of this Commission, and a copy was forwarded to the Tax Commissioner for West Virginia; and,

That pursuant to Article 2, Chapter 44 of the West Virginia Code as amended, the **5th day of February, 2023,** was appointed by your Commissioner as the day to receive on or before that date proofs of claim against said estate at his law office located at 917 W. Main Street, Bridgeport, West Virginia, 26330, and notice was given thereof to the creditors and beneficiaries of the estate by publishing notice in the manner and form prescribed by law in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, once each week for two successive weeks, said publication having been made on the **7th and 14th days of December, 2022;** and,

That there were no contingent or unliquidated claims or claims not matured against said estate that were presented to or proven before your Commissioner, and that no necessity exists to reserve any funds in the hands of the personal representative to meet the

representative submitted the attached Waiver of Settlement duly executed by the personal representative and all heirs, beneficiaries and distributees of the **Estate of Robert Oral Hardman,** deceased, as provided in Chapter 44, Article 2, Section 29 of the West Virginia Code as amended; and

Your Commissioner further reports that the name of the personal representative was included in a list of all fiduciaries whose accounts were then before him for settlement, which list was prepared by him and caused by him to be published once a week for two successive weeks, as required by law, said publication having been made on the **7th and 14th days of June, 2023,** in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, and upon completion of said publication your Commissioner proceeded to make this final report for the settlement of the accounts of said personal representative.

This Report and attached Waiver of Settlement, filed herewith and expressly made a part hereof, may be filed as the final report of **Robert O. Hardman, II, Executor of the Estate of Robert Oral Hardman, deceased.**

GIVEN under my hand this 21ST day of June, 2023.

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

Affidavit and Waiver of Final Settlement

I,ROBERT O HARDMAN II, personal representative(s) in the estate of ROBERT ORAL HARDMAN after being first duly sworn do aver and state as follows:

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

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

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

4. No known unpaid claims exist against the estate;

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

ROBERT O HARDMAN II _____ (L.S.)
EXECUTOR

STATE OF WEST VIRGINIA COUNTY OF RANDOLPH

The foregoing instrument was acknowledged before me this 28 day of MARCH, 2023

My Commission expires: OCT. 8 2024 _____
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
ELIZABETH R.KING
103 Elm Street
Elkins, WV 26241
My Commission Expires Oct. 8, 2024

DEBRA H SPICER _____ (L.S.)
DAUGHTER

STATE OF Virginia COUNTY OF Stafford

The foregoing instrument was acknowledged before me this 7th day of March, 2023.

My Commission expires: 06/30/2024 _____
Notary Public

Evan R. Schoff
Commonwealth of Virginia
Notary Public
Commission No. 7900646
My Commission Expires 06/30/2024

MARY KAY HUNT _____ (L.S.)
DAUGHTER

STATE OF Colorado COUNTY OF Garfield

The foregoing instrument was acknowledged before me this 13th day of March, 223.

The foregoing instrument was acknowledged before me this 20th day of March, 2023.

My Commission expires: 7/30/2026 Jennifer J. Vulhop

Commonwealth of Pennsylvania - Notary Seal
Jennifer J. Vulhop, Notary Public
Butler County
My commission expires July 30, 2026
Commission number 1172577
Member, Pennsylvania Association of Notaries

Notary Public

RICHARD N HARDMAN (L.S.)
SON

STATE OF WV COUNTY OF Lewis

The foregoing instrument was acknowledged before me this 27th day of March, 2023.

My Commission expires: NOV 29, 2027 Kasey McLaughlin

OFFICIAL SEAL
STATE OF WEST VIRGINIA
NOTARY PUBLIC
KASEY MCLAUGHLIN
566 Westside Rd Jane Lew WV 26378
My Commission Expires November 29, 2027

Notary Public

ROBERT O HARDMAN II (L.S.)
SON

STATE OF WEST VIRGINIA COUNTY OF RANDOLPH

The foregoing instrument was acknowledged before me this 28 day of MARCH, 2023

My Commission expires: OCT 8, 2024 Elizabeth R King

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
ELIZABETH R.KING
103 Elm Street
Elkins, WV 26241
My Commission Expires Oct. 8, 2024

Notary Public

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

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

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

Given under my hand this _____ day of _____, _____.

John R Spires
Clerk of the Harrison County Commission

By _____
June Eschenmann
Deputy Clerk

LARRY GLASS, EXECUTOR OF THE ESTATE

OF REPORT OF CLAIMS AND WAIVER OF FINAL SETTLEMENT

LOIS ANN GLASS

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

In compliance with *West Virginia Code §44-2-29,* as amended, a **Waiver of Final Settlement** was filed by the Executor of the above-referred estate, which said Waiver was executed by all beneficiaries of said estate, whereupon your Commissioner proceeded to prepare this Report with the Waiver of Final Settlement attached hereto.

Your Commissioner certifies that pursuant to the requirements of *West Virginia Code §44-2-2,* as amended, he did appoint the 6th day of June, 2023, at his law office in Bridgeport, as the time and place for the presentation of claims against said estate; that he gave notice thereof to the creditors and beneficiaries of said estate by publication in *The Exponent-Telegram* on the 5th and 12th days of April, 2023, the time so fixed being according to law; and that he caused a copy of such notice to be forwarded by United State mail to all known creditors of said estate and all distributes and legatees, pursuant to *West Virginia Code §44-2-4,* as amended.

Your Commissioner further reports that the hearing before him was begun on the 6th day of June, 2023 said estate having been referred to him on the 21st day of February, 2023, and at the end of business hours on the 6th day of June, 2023, said proceedings were formally closed, and at the time of the closing of said hearing, there were no proofs of claim which had been filed with your Commissioner against said estate.

Commissioner for settlement, and said list was published once a week for two successive weeks on the 2nd and 9th days of June, 2023, in *The Exponent-Telegram* as required by *West Virginia Code §44-4-9,* as amended.

Whereupon your Commissioner proceeded to make and file this Report, in the manner and form as prescribed by law, and the foregoing constitutes the findings of your Commissioner and the Report of Claims and Waiver of Final Settlement, in lieu of a settlement of the accounts of said Administrator/Administratrix cta dbn. Your Commissioner further reports that notice of the completion of this Report was given to all parties interested, or their attorneys, and the Report was held in his office for ten (10) days for the examination of any persons interested and the filing of exceptions, if any; and that ten (10) days having elapsed since said notice was given, as required by *West Virginia Code §44-4-15,* as amended, and no exceptions thereto having been filed, the same is respectfully offered for confirmation.

Given under my hand this 13TH day of June, 2023.

Robert L. Greer
Fiduciary Commissioner

Affidavit and Waiver of Final Settlement

I,LARRY GLASS, personal representative(s) in the estate of LOIS ANN GLASS after being first duly sworn do aver and state as follows:

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

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

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

4. No known unpaid claims exist against the estate;

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

LARRY GLASS Larry Glass Exc (L.S.)
EXECUTOR

STATE OF WEST VIRGINIA COUNTY OF HARRISON

The foregoing instrument was acknowledged before me this 25TH day of MAY, 2023.

My Commission expires: AUGUST 5, 2025 Deborah M. Fischer
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Deborah M. Fischer
640 Rivendell Drive
Bridgeport, WV 26330
My Commission Expires August 05, 2025

MARTHA SWIGER Martha Swiger (L.S.)
DAUGHTER

STATE OF WEST VIRGINIA COUNTY OF HARRISON

The foregoing instrument was acknowledged before me this 26TH day of MAY, 2023.

My Commission expires: AUGUST 5, 2025 Deborah M. Fischer
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Deborah M. Fischer
640 Rivendell Drive
Bridgeport, WV 26330
My Commission Expires August 05, 2025

LARRY GLASS Larry Glass (L.S.)
SON

STATE OF WEST VIRGINIA COUNTY OF HARRISON

The foregoing instrument was acknowledged before me this 25TH day of MAY, 2023.

AUGUST 5, 2025 Deborah M. Fischer

The foregoing instrument was acknowledged before me this 26TH day of MAY, 2023.

My Commission expires: AUGUST 5, 2025 Deborah M Fischer

Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Deborah M. Fischer
640 Rivendell Drive
Bridgeport, WV 26330
My Commission Expires August 05, 2025

DONNA GLASS Donna Glass (L.S.)

DAUGHTER

STATE OF WEST VIRGINIA COUNTY OF HARRISON

The foregoing instrument was acknowledged before me this 26TH day of MAY, 2023.

My Commission expires: AUGUST 5, 2025 Deborah M Fischer

Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Deborah M. Fischer
640 Rivendell Drive
Bridgeport, WV 26330
My Commission Expires August 05, 2025

BRANDON LOPEZ Brandon Lopez (L.S.)

GRANDSON

STATE OF WEST VIRGINIA COUNTY OF HARRISON

The foregoing instrument was acknowledged before me this 26TH day of MAY, 2023.

My Commission expires: AUGUST 5, 2025 Deborah M. Fischer

Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Deborah M. Fischer
640 Rivendell Drive
Bridgeport, WV 26330
My Commission Expires August 05, 2025

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

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

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

Given under my hand this _____ day of _____, _____.

John R Spires

By _____

John R Spires
Clerk of the Harrison County Commission

Betty Byrd
Deputy Clerk

VALJEAN ECKERT WILSON, ADMINISTRATOR
OF THE ESTATE

OF REPORT OF CLAIMS AND WAIVER OF FINAL SETTLEMENT

B-4

JOSEPHINE B. ECKERT, DECEASED

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

In compliance with *West Virginia Code §44-2-29,* as amended, a **Waiver of Final Settlement** was filed by the Administrator of the above-referred estate, which said Waiver was executed by all beneficiaries of said estate, whereupon your Commissioner proceeded to prepare this Report with the Waiver of Final Settlement attached hereto.

Your Commissioner certifies that this estate was referred to James C. Turner, Fiduciary Commissioner on the 27th day of May, 2021, and transferred to Robert L. Greer, Fiduciary Commissioner on or about September 2022, and that, subsequent to said date, the Clerk of the County Commission of Harrison County, West Virginia, did appoint the 8th day of August, 2021, as the time and place for the presentation of claims against this estate; that said Clerk's office gave notice thereof to the creditors and beneficiaries of this estate by publication in The Exponent-Telegram on the 9th and 16th days of June, 2021, the time so fixed being according to law; and that at the end of business hours on the 16th day of June, 2021, the claims period was formally closed, at which time no proofs of claim had been timely filed with said Clerk's office or your Commissioner against this estate.

Your Commissioner certifies that the name of Valjean Eckert Wilson, Administrator of the estate of Josephine B. Eckert, deceased, was included in a list of fiduciaries, whose accounts were

by *West Virginia Code §44-4-9,* as amended.

Whereupon your Commissioner proceeded to make and file this Report, in the manner and form as prescribed by law, and the foregoing constitutes the findings of your Commissioner and the Report of Claims and Waiver of Final Settlement, in lieu of a settlement of the accounts of said Administrator. Your Commissioner further reports that notice of the completion of this Report was given to all parties interested, or their attorneys, and the Report was held in his office for ten (10) days for the examination of any persons interested and the filing of exceptions, if any; and that ten (10) days having elapsed since said notice was given, as required by *West Virginia Code §44-4-15*, as amended, and no exceptions thereto having been filed, the same is respectfully offered for confirmation.

Given under my hand this 26th day of May, 2023.

Robert L. Greer
Fiduciary Commissioner

BY ALL BENEFICIARIES/HEIRS

STATE OF STATE OF WEST VIRGINIA;
COUNTY OF HARRISON, to-wit:

I, Valjean C. Eckert (f/k/a Valjean Wilson), being first duly sworn, depose and say as follows:

1) "I am the duly appointed and acting personal representative for the Estate of Josephine B. Eckert, who died testate on the 10th day of December, 2020."

2) "More than ninety (90) days have elapsed since the filing of any notice required by Section 1, Article 2, Chapter 44, of the West Virginia Code, as amended."

3) "The time for filing claims against this estate has expired."

4) "No known and unpaid claims exist against this estate."

5) "The beneficiary whose signature appears below is the only beneficiary of the Estate required to sign this document as the other beneficiaries received specific bequests of cash, and such beneficiary hereby accepts her individual share in final settlement of the above referenced estate without a formal accounting."

Valjean C. Eckert

Valjean C. Eckert (f/k/a Valjean Wilson), as Personal Representative and Beneficiary of the Estate

Taken, subscribed and sworn to before the undersigned authority by Valjean C. Eckert (f/k/a Valjean Wilson), as personal representatives and beneficiary of the Estate of Josephine B. Eckert, on this 10th day of May, 2023.

My Commission expires: April 3, 2024

NOTARY PUBLIC OFFICIAL SEAL
{Seal} JULIE A. GRIFFIN
State of West Virginia
My Commission Expires Apr. 3, 2024
12 Milva Lane, Grafton, WV 26354

Julie A. Griffin
Notary Public

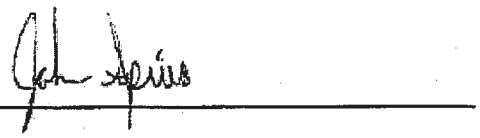
25004735.1

Affidavit and Waiver of Final Settlement Notice

This day VALJEAN ECKERT WILSON reported to the Court a Affidavit and Waiver of Final Settlement for the estate of JOSEPHINE B ECKERT, which Affidavit and Waiver of Final Settlement was filed in the office of the Clerk of the Harrison County Commission on the 30th day of May, 2023 and said estate was published in The Clarksburg Exponent-Telegram on the 9th day of June 2021 and was presented to this Court on the _____ day of _____, _____, further it appearing to the Court that more than (10) days have lapsed since the date the report was filed with the Clerk of the Harrison County Commission and no objections being made thereto and no errors appearing upon the face thereof and none appearing to the Court and the Court being satisfied that all requirements of the statute in regard to such settlement have been complied with, same being deemed correct and ordered to be recorded and filed. The said Fiduciary is hereby relieved of further duties, the surety on his/her bond is hereby released therefore, the estate is considered closed.

I, John R Spires, Clerk of the Harrison County Commission, do certify that the aforesaid Affidavit and Waiver of Final Settlement, together with the Publishers Certificate's was this day admitted to record therein.

Given under my hand on this the _____ day of _____, _____.



John R Spires
Clerk of the Harrison County Commission

OF THE ESTATE OF
WILLIAM CLARK ELLIFRITT

AND WAIVER OF
FINAL SETTLEMENT

TO THE HONORABLE COUNTY COMMISSION OF HARRISON COUNTY, WV:

Pursuant to Chapter 44, Article 2, Section 29, of the Code of West Virginia, the following is a Waiver of Final Settlement of Laurie A. Givens Executor/Administrator, and all known heirs and distributes of the estate of William Clark Ellifritt, deceased, as presented to and received and approved by James A. Varner, Sr., Fiduciary Commissioner of Harrison County, West Virginia to whom this case was referred, as in such cases made and provided by law:

GIVEN under my hand this _____ day of _____ 2023

James A. Varner Sr.

Fiduciary Commissioner

Affidavit and Waiver of Final Settlement

I,LAURIE A GIVENS, personal representative(s) in the estate of WILLIAM CLARK ELLIFRITT after being first duly sworn do aver and state as follows:

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

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

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

4. No known unpaid claims exist against the estate;

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

LAURIE A GIVENS Laurie A Givens (L.S.)
EXECUTRIX

STATE OF West Virginia COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 30th day of May, 2023.

My Commission expires: September 18, 2025 Charles Michael Pitzer
Notary Public

OFFICIAL SEAL
Charles Michael Pitzer
Notary Public
State of West Virginia
My Commission Expires
September 18, 2025
1100 FREDERICK LANE
MORGANTOWN, WV 26508

BETTY J DOTSON Betty J Dotson (L.S.)
SISTER

STATE OF West Virginia COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 30th day of May, 2023.

My Commission expires: September 18, 2025 Charles Michael Pitzer
Notary Public

OFFICIAL SEAL
Charles Michael Pitzer
Notary Public
State of West Virginia
My Commission Expires
September 18, 2025
1100 FREDERICK LANE
MORGANTOWN, WV 26508

LAURIE A GIVENS Laurie A Givens (L.S.)
SISTER

STATE OF West Virginia COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 30th day of May, 2023.

Notary Public

The foregoing instrument was acknowledged before me this 14th day of May, 2023.

My Commission expires: 10-5-24
KYNP15554

Jana Dexton
Notary Public

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

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

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

Given under my hand this _____ day of _____, _____.

John R Spires
Clerk of the Harrison County Commission

By _____
Casey Blake
Deputy Clerk

C-1

GREATER HARRISON COUNTY P.S.D.

"Meeting held in Town of West Milford Council Chambers"

Agenda
July 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 Drawdowns – Review, discuss and act.
   - 4.2 Appoint audit procurement committee
   - 4.3 Score proposals for audit
   - 4.4 Approve auditor for 2023-2025 audits
   - 4.5 Approve GHPSD and Coon's Run engagement letters
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 closeout 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 closeout 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
     - 7.2.b. Sewer adjustment for lawns, flowers, power wash and etc.
   - 7.3 Good of the District
     - 7.3.a. General Update
     - 7.3.b. BRW Taylor County- Middleville Meadows residential development
     - 7.3.c. Quotes for mini excavator
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).

LEAK DETECTION for Lost Creek/Mount Clare
June Bill Cycle

DATE	ROUTE	DESC. AREA	LEAKS FOUND(S= service M=Main)	LEAK REPAIRED by	GPM LEAK/LEAKED
5/18/2023	4	Daytime leak detection - Town of Lost Creek 2 service lines found	S	5/19/2023	10,000 gallons
5/22/2023	4	Daytime sounding - River Crossing - Clarksburg Country Club and Mt. Clare			
5/24/2023	4	Daytime leak detection - Woodstock Dr			
5/31/2023	4	Daytime sounding - Virginia Ave to Water Trough and Chub Run Ext.	M	5/31/2023	20,000 gallons
6/1/2023	4	Daytime sounding - Grace Lane			
6/7/2023	4	Daytime sounding - Grantview/Rt. 270	S	6/7/2023	5,000 gallons
6/9/2023	4	Daytime sounding - Florence Hollow Rd			
6/23/2023	4	Daytime sounding - Clarksburg Country Club to Camel back race track Mt. Clare	S	6/25/2023	30,000 gallons

Summary
11 Leaks Found
11 Leaks Repaired

C-2

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
06/01/2023 - 06/30/2023

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	190,935.49	207,153.33	(16,217.84)	98.06%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	27.35	38.33	(10.98)	0.01%
MISCELLANEOUS/RECONNECT FEES	3,241.34	111.67	3,129.67	1.66%
QUIET DELL LEASE	500.00	500.00	-	0.26%
TAP FEES	-	487.50	(487.50)	0.00%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	194,704.18	208,290.83	(13,586.65)	
EXPENSES				
ACCT, BILLING, & COLLECTING	4,662.39	6,147.50	(1,485.11)	2.07%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
TOWN OF WORTHINGTON	-	-	-	0.00%
CHEMICALS	240.00	222.50	17.50	0.11%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	24,610.85	27,929.33	(3,318.48)	10.91%
DIRECTORS FEES	315.70	489.58	(173.88)	0.14%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	6,151.97	6,176.25	(24.28)	2.73%
LAB SERVICE	1,148.30	953.33	194.97	0.51%
LABOR	30,641.63	31,048.58	(406.95)	13.59%
MAINTENANCE	14,128.78	14,513.33	(384.55)	6.26%
MISCELLANEOUS EXPENSE	0.02	841.67	(841.65)	0.00%
OFFICE SUPPLIES & EXPENSE	-	256.67	(256.67)	0.00%
OUTSIDE SERVICES/CONTRACT LABOR	6,245.70	5,728.33	517.37	2.77%
POWER PURCHASED	3,051.07	4,091.67	(1,040.60)	1.35%
PROPERTY/LIABILITY & INJURIES INSURANCE	5,603.26	2,057.50	3,545.76	2.48%
REGULATORY COMMISSION	-	875.00	(875.00)	0.00%
RENEWAL & REPLACEMENT	32,067.60	5,194.17	26,873.43	14.22%
RENT EXPENSE	2,500.00	2,500.00	-	1.11%
TAXES	2,650.50	2,412.67	237.83	1.18%
TRANSPORTATION	4,736.87	4,394.17	342.70	2.10%
UTILITIES	378.35	824.17	(445.82)	0.17%
WATER PURCHASED	86,387.44	85,862.58	524.86	38.31%
TOTAL EXPENSES	225,520.43	202,519.00	23,001.43	
NET SURPLUS (DEFICIT)	(30,816.25)	5,771.83	(36,588.08)	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
06/01/2023 - 06/30/2023

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	247,194.37	229,330.00	17,864.37	95.81%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.97%
INTEREST INCOME	49.08	64.17	(15.09)	0.02%
MISCELLANEOUS/RECONNECT FEES	87.14	-	87.14	0.03%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	-	1,850.00	(1,850.00)	0.00%
UNUSUAL CHARGE	8,170.41	17,990.00	(9,819.59)	3.17%
TOTAL INCOME	258,001.00	251,734.17	6,266.83	
EXPENSES				
ACCT, BILLING, & COLLECTING	1,522.37	1,459.92	62.45	0.56%
BRIDGEPORT SANITARY BOARD	11,115.61	6,030.83	5,084.78	4.10%
TOWN OF WORTHINGTON	5,626.38	12,500.00	(6,873.62)	2.08%
CHEMICALS	-	457.50	(457.50)	0.00%
CLARKSBURG SANITARY BOARD	2,514.30	2,378.33	135.97	0.93%
DEBT SERVICE	112,379.86	112,119.92	259.94	41.48%
DIRECTORS FEES	284.30	293.75	(9.45)	0.10%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	5,540.07	8,179.67	(2,639.60)	2.04%
LAB SERVICE	227.60	594.17	(366.57)	0.08%
LABOR	16,360.81	22,163.42	(5,802.61)	6.04%
MAINTENANCE	21,941.06	15,617.08	6,323.98	8.10%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	913.21	1,358.33	(445.12)	0.34%
OUTSIDE SERVICES/CONTRACT LABOR	14,799.50	16,211.67	(1,412.17)	5.46%
POWER PURCHASED	13,367.01	15,188.25	(1,821.24)	4.93%
PROPERTY/LIABILITY & INJURIES INSURANCE	5,045.99	1,454.50	3,591.49	1.86%
REGULATORY COMMISSION	1,275.00	1,351.42	(76.42)	0.47%
RENEWAL & REPLACEMENT	51,289.80	12,540.17	38,749.63	18.93%
RENT EXPENSE	-	-	-	0.00%
TAXES	756.18	1,937.08	(1,180.90)	0.28%
TRANSPORTATION	4,265.72	2,951.75	1,313.97	1.57%
UTILITIES	1,725.85	1,176.67	549.18	0.64%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	270,950.62	235,964.42	34,986.20	
NET SURPLUS (DEFICIT)	(12,949.62)	15,769.75	(28,719.37)	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
06/01/2023 - 06/30/2023

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	438,129.86	436,483.33	1,646.53	96.78%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.55%
INTEREST INCOME	76.43	102.50	(26.07)	0.02%
MISCELLANEOUS/RECONNECT FEES	3,328.48	111.67	3,216.81	0.74%
QUIET DELL LEASE	500.00	500.00	-	0.11%
TAP FEES	-	2,337.50	(2,337.50)	0.00%
UNUSUAL CHARGE	8,170.41	17,990.00	(9,819.59)	1.80%
TOTAL INCOME	452,705.18	460,025.00	(7,319.82)	
EXPENSES				
ACCT, BILLING, & COLLECTING	6,184.76	7,607.42	(1,422.66)	1.25%
BRIDGEPORT SANITARY BOARD	11,115.61	6,030.83	5,084.78	2.24%
TOWN OF WORTHINGTON	5,626.38	12,500.00	(6,873.62)	1.13%
CHEMICALS	240.00	680.00	(440.00)	0.05%
CLARKSBURG SANITARY BOARD	2,514.30	2,378.33	135.97	0.51%
DEBT SERVICE	136,990.71	140,049.25	(3,058.54)	27.59%
DIRECTORS FEES	600.00	783.33	(183.33)	0.12%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	11,692.04	14,355.92	(2,663.88)	2.36%
LAB SERVICE	1,375.90	1,547.50	(171.60)	0.28%
LABOR	47,002.44	53,212.00	(6,209.56)	9.47%
MAINTENANCE	36,069.84	30,130.42	5,939.42	7.27%
MISCELLANEOUS EXPENSE	0.02	841.67	(841.65)	0.00%
OFFICE SUPPLIES & EXPENSE	913.21	1,615.00	(701.79)	0.18%
OUTSIDE SERVICES/CONTRACT LABOR	21,045.20	21,940.00	(894.80)	4.24%
POWER PURCHASED	16,418.08	19,279.92	(2,861.84)	3.31%
PROPERTY/LIABILITY & INJURIES INSURANCE	10,649.25	3,512.00	7,137.25	2.14%
REGULATORY COMMISSION	1,275.00	2,226.42	(951.42)	0.26%
RENEWAL & REPLACEMENT	83,357.40	17,734.33	65,623.07	16.79%
RENT EXPENSE	2,500.00	2,500.00	-	0.50%
TAXES	3,406.68	4,349.75	(943.07)	0.69%
TRANSPORTATION	9,002.59	7,345.92	1,656.67	1.81%
UTILITIES	2,104.20	2,000.83	103.37	0.42%
WATER PURCHASED	86,387.44	85,862.58	524.86	17.40%
TOTAL EXPENSES	496,471.05	438,483.42	57,987.63	
NET SURPLUS (DEFICIT)	(43,765.87)	21,541.58	(65,307.45)	

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2022 - 06/30/2023

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	2,174,786.73	2,485,840.00	(311,053.27)	96.18%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	407.22	460.00	(52.78)	0.02%
MISCELLANEOUS/RECONNECT FEES	71,815.51	1,340.00	70,475.51	3.18%
QUIET DELL LEASE	5,500.00	6,000.00	(500.00)	0.24%
TAP FEES	8,600.00	5,850.00	2,750.00	0.38%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	2,261,109.46	2,499,490.00	(238,380.54)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	71,443.29	73,770.00	(2,326.71)	2.91%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
TOWN OF WORTHINGTON	-	-	-	0.00%
CHEMICALS	2,340.01	2,670.00	(329.99)	0.10%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	295,330.20	335,152.00	(39,821.80)	12.03%
DIRECTORS FEES	5,967.72	5,875.00	92.72	0.24%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	76,721.10	74,115.00	2,606.10	3.13%
LAB SERVICE	14,237.26	11,440.00	2,797.26	0.58%
LABOR	369,136.45	372,583.00	(3,446.55)	15.04%
MAINTENANCE	157,567.16	174,160.00	(16,592.84)	6.42%
MISCELLANEOUS EXPENSE	0.37	10,100.00	(10,099.63)	0.00%
OFFICE SUPPLIES & EXPENSE	678.48	3,080.00	(2,401.52)	0.03%
OUTSIDE SERVICES/CONTRACT LABOR	83,429.14	68,740.00	14,689.14	3.40%
POWER PURCHASED	43,693.53	49,100.00	(5,406.47)	1.78%
PROPERTY/LIABILITY & INJURIES INSURANCE	31,413.99	24,690.00	6,723.99	1.28%
REGULATORY COMMISSION	8,777.29	10,500.00	(1,722.71)	0.36%
RENEWAL & REPLACEMENT	206,970.09	62,330.00	144,640.09	8.43%
RENT EXPENSE	30,000.00	30,000.00	-	1.22%
TAXES	31,930.31	28,952.00	2,978.31	1.30%
TRANSPORTATION	41,435.01	52,730.00	(11,294.99)	1.69%
UTILITIES	11,009.79	9,890.00	1,119.79	0.45%
WATER PURCHASED	972,021.23	1,030,351.00	(58,329.77)	39.61%
TOTAL EXPENSES	2,454,102.42	2,430,228.00	23,874.42	100.00%
NET SURPLUS (DEFICIT)	(192,992.96)	69,262.00	(262,254.96)	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2022 -06/30/2023

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	2,693,577.96	2,751,960.00	(58,382.04)	91.22%
FACILITIES CHARGE	30,000.00	30,000.00	-	1.02%
INTEREST INCOME	837.11	770.00	67.11	0.03%
MISCELLANEOUS/RECONNECT FEES	14,303.94	-	14,303.94	0.48%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	10,500.00	22,200.00	(11,700.00)	0.36%
UNUSUAL CHARGE	203,487.56	215,880.00	(12,392.44)	6.89%
TOTAL INCOME	2,952,706.57	3,020,810.00	(68,103.43)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	18,545.78	17,519.00	1,026.78	0.67%
BRIDGEPORT SANITARY BOARD	109,107.78	72,370.00	36,737.78	3.94%
TOWN OF WORTHINGTON	20,251.06	150,000.00	(129,748.94)	0.73%
CHEMICALS	10,162.50	5,490.00	4,672.50	0.37%
CLARKSBURG SANITARY BOARD	23,475.30	28,540.00	(5,064.70)	0.85%
DEBT SERVICE	1,348,558.32	1,345,439.00	3,119.32	48.71%
DIRECTORS FEES	5,582.28	3,525.00	2,057.28	0.20%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	66,736.58	98,156.00	(31,419.42)	2.41%
LAB SERVICE	9,183.55	7,130.00	2,053.55	0.33%
LABOR	229,478.29	265,961.00	(36,482.71)	8.29%
MAINTENANCE	197,410.47	187,405.00	10,005.47	7.13%
MISCELLANEOUS EXPENSE	0.01	-	0.01	0.00%
OFFICE SUPPLIES & EXPENSE	17,666.18	16,300.00	1,366.18	0.64%
OUTSIDE SERVICES/CONTRACT LABOR	195,008.65	194,540.00	468.65	7.04%
POWER PURCHASED	173,036.53	182,259.00	(9,222.47)	6.25%
PROPERTY/LIABILITY & INJURIES INSURANCE	25,821.26	17,454.00	8,367.26	0.93%
REGULATORY COMMISSION	12,791.39	16,217.00	(3,425.61)	0.46%
RENEWAL & REPLACEMENT	239,209.53	150,482.00	88,727.53	8.64%
RENT EXPENSE	-	-	-	0.00%
TAXES	11,658.65	23,245.00	(11,586.35)	0.42%
TRANSPORTATION	35,678.10	35,421.00	257.10	1.29%
UTILITIES	18,939.67	14,120.00	4,819.67	0.68%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	2,768,301.88	2,831,573.00	(63,271.12)	100.00%
NET SURPLUS (DEFICIT)	184,404.69	189,237.00	(4,832.31)	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
07/01/2022 -06/30/2023

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	4,868,364.69	5,237,800.00	(369,435.31)	93.37%
FACILITIES CHARGE	30,000.00	30,000.00	-	0.58%
INTEREST INCOME	1,244.33	1,230.00	14.33	0.02%
MISCELLANEOUS/RECONNECT FEES	86,119.45	1,340.00	84,779.45	1.65%
QUIET DELL LEASE	5,500.00	6,000.00	(500.00)	0.11%
TAP FEES	19,100.00	28,050.00	(8,950.00)	0.37%
UNUSUAL CHARGE	203,487.56	215,880.00	(12,392.44)	3.90%
TOTAL INCOME	5,213,816.03	5,520,300.00	(306,483.97)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	89,989.07	91,289.00	(1,299.93)	1.72%
BRIDGEPORT SANITARY BOARD	109,107.78	72,370.00	36,737.78	2.09%
TOWN OF WORTHINGTON	20,251.06	150,000.00	(129,748.94)	0.39%
CHEMICALS	12,502.51	8,160.00	4,342.51	0.24%
CLARKSBURG SANITARY BOARD	23,475.30	28,540.00	(5,064.70)	0.45%
DEBT SERVICE	1,643,888.52	1,680,591.00	(36,702.48)	31.48%
DIRECTORS FEES	11,550.00	9,400.00	2,150.00	0.22%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	143,457.68	172,271.00	(28,813.32)	2.75%
LAB SERVICE	23,420.81	18,570.00	4,850.81	0.45%
LABOR	598,614.74	638,544.00	(39,929.26)	11.46%
MAINTENANCE	354,977.63	361,565.00	(6,587.37)	6.80%
MISCELLANEOUS EXPENSE	0.38	10,100.00	(10,099.62)	0.00%
OFFICE SUPPLIES & EXPENSE	18,344.66	19,380.00	(1,035.34)	0.35%
OUTSIDE SERVICES/CONTRACT LABOR	278,437.79	263,280.00	15,157.79	5.33%
POWER PURCHASED	216,730.06	231,359.00	(14,628.94)	4.15%
PROPERTY/LIABILITY & INJURIES INSURANCE	57,235.25	42,144.00	15,091.25	1.10%
REGULATORY COMMISSION	21,568.68	26,717.00	(5,148.32)	0.41%
RENEWAL & REPLACEMENT	446,179.62	212,812.00	233,367.62	8.54%
RENT EXPENSE	30,000.00	30,000.00	-	0.57%
TAXES	43,588.96	52,197.00	(8,608.04)	0.83%
TRANSPORTATION	77,113.11	88,151.00	(11,037.89)	1.48%
UTILITIES	29,949.46	24,010.00	5,939.46	0.57%
WATER PURCHASED	972,021.23	1,030,351.00	(58,329.77)	18.61%
TOTAL EXPENSES	5,222,404.30	5,261,801.00	(39,396.70)	100.00%
NET SURPLUS (DEFICIT)	(8,588.27)	258,499.00	(267,087.27)	

GREATER HARRISON COUNTY PSD - WATER
Statement of Cash Flows
June 2023

OPERATING ACTIVITIES		
Net Income (Loss)	$	(30,816.25)
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Receivable	$	(135.60)
Accounts Payable	$	8,151.11
Customer Deposits	$	1,325.65
Due (From) To Sewer Fund	$	(59,210.12)
Net cash provided by Operating Activities	$	(80,685.21)
INVESTING ACTIVITIES		
Fixed Assets Projects	$	-
	$	-
Net cash provided by Investing Activities	$	-
FINANCING ACTIVITIES		
5.5 Agreement	$	-
Grants	$	-
Net cash provided by Financing Activities	$	-
Net cash increase (decrease)for period	$	(80,685.21)
Cash at beginning of period	$	1,195,130.41
Cash at end of period	**$**	**1,114,445.20**
Unrestricted Cash	$	529,965.02
Restricted Cash		
Depreciation Reserve	$	119,599.53
Bond Commission Sweep	$	26,503.00
Construction	$	45.00
ARPA	$	100.00
SB 234	$	25,000.00
Customer Deposits	$	28,232.65
CD--Customer Deposits	$	60,000.00
CD-Depreciation Reserve	$	250,000.00
CD-SB 234	$	75,000.00
Total Restricted Cash	$	584,480.18
Total Unrestricted & Restricted Cash	**$**	**1,114,445.20**
	$	-

GREATER HARRISON COUNTY PSD - SEWER
Statement of Cash Flows
June 2023

OPERATING ACTIVITIES		
Net Income (Loss)	$	(12,949.62)
Adjustments to reconcile Net Income		
to net cash provided by operations:		
Accounts Payable	$	(13,344.40)
Customer Deposits	$	2,168.01
Payroll Liabilities	$	122.45
Due (From) To Water Fund	$	59,210.12
Net cash provided by Operating Activities	$	35,206.56
INVESTING ACTIVITIES		
1450 · WORK IN PROGRESS:Row's & Land	$	(72,058.14)
Fixed Assets Project	$	-
Net cash provided by Investing Activities	$	(72,058.14)
FINANCING ACTIVITIES		
	$	-
Sinking Fund Transfers	$	-
Draw on Bond & Grants	$	84,117.14
Net cash provided by Financing Activities	$	84,117.14
Net cash increase (decrease) for period	$	47,265.56
Cash at beginning of period	$	2,246,258.55
Cash at end of period	**$**	**2,293,524.11**
Unrestricted Cash	$	1,023,764.10
Restricted Cash		
Construction Account	$	1,776.42
Depreciation Reserve	$	314,584.05
Rural Development Reserve	$	290.38
Bond Commission Sweep	$	74,191.82
ARPA	$	100.00
SB 234	$	25,000.00
Customer Deposits	$	53,817.34
CD-Customer Deposits	$	100,000.00
CD-Depreciation Reserve	$	600,000.00
CD-Rural Development Reserve	$	25,000.00
CD-SB 234	$	75,000.00
Total Restricted Cash	$	1,269,760.01
Total Unrestricted & Restricted Cash	**$**	**2,293,524.11**
	$	-

C-3

HARRISON/TAYLOR 911 ADVISORY BOARD
AGENDA
07/18/2023
14:00

Call to order:
Previous Minutes: Review and Approve minutes from June Meeting
Treasurers report:
Introduction/ special guests:

OLD BUSINESS:
*CAD
*Training
*Staffing Job Posting to Indeed
*Mapping

NEW BUSINESS:
Wallace tower
Grafton Tower
******Update on PK Tower and Tower AC issues
National Night Out-911 and OEM

GOOD OF THE ORDER:

NEXT MEETING
08/15/2023

ADJOURN

C-4

HARRISON-TAYLOR 911 ADVISORY BOARD
MEETING MINUTES
06/27/2023

Call to Order: Meeting called to order at 14:06
Previous Minutes: Motion to approve previous minutes made by Marcus Shaw, seconded by Susan Thomas
Treasurers Report: $2635.87
Introduction/Special Guests: None

OLD BUSINESS:
***CAD:** None
***TRAINING:** resignation of Telecommunicator. Permission to advertise the position was given.
***STAFFING:** 2 telecommunicators completed training and will be ready to go. One off on Maternity leave.
***MAPPING:** Data is still being built, form uptown. Waiting and watching till its ready for real time use.

NEW BUSINESS:
Visit to Marion and Upshur County to view the wanted version of Central Square call handling system. Positive impression. Frontier has stepped up and are wanting to continue the service for the next 18 months, and possible beyond.

Server Replacement is a must after the CityNet and Court House Switch issue. Looking at new servers, occupying 1/3 the space of the old stuff. New servers have the ability to work across all the networks.

Paul is working on updating security for 911. Software is Cloud based, featuring antivirus, backup, and patches, also inventories software.

Motorola Console Support. Motorola is wanting to continue support at a cost of about $70,000 per year.

Taylor County Commission sent a letter on behalf of Taylor EMS. Issues with coverage inside Grafton when EMS is on run or transport. They want Flemington EMS alerted on all Grafton calls after 3 minutes. Paul Bump explained that has always been the 911 policy and has been in place for many, many, years.

Ron Woods held a T.I.M.s class for Taylor County Law Enforcement to explain the Towing and Compliance overview and issues with them holding vehicles without evidentiary cause. Topic of using 10 codes came up, that will be an issue handled by the 911 Director and senior staff, as per policy, and national standard.

GOOD OF THE ORDER:

Chris Cutright has been appointed to the Board of APCO International as a Executive Council Representative for the following Councils, Training, and Standards. This is a NATIONAL appointment and a great honor for the 911 community we serve, as well a nationwide.

NEXT MEETING:

07/18/2023 ***tentative

ADJOURN:

Motion to adjourn was made by Marcus Shaw and seconded by Susan Thomas. Meeting adjourned 14:50

(ORIGINAL
C-5

Sun Valley Public Service District

Regular Board Meeting

Tuesday, June 13, 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	Kylea Radcliff/Thrasher
Sandra Patterson		

1. **Approval of Minutes**
   Sandra Patterson made a motion to approve the Regular Board meeting on Tuesday, May 9, 2023, as read. Gregg Dale 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 5/11/23 through 6/13/23. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.

3. **Phase III Sewer Project**

1. Kylea informed the Board that they are in the process of completing the design. Kylea said that Clay wants to meet with Kevin in the next week or so to go over the plans. She said there is a section that unfortunately, is still owned by CSX on the Rail Trails through the deed research that we are going to have to take a look at a little more in-depth and to get the titles and everything figured out. Kylea said by extending this project a little bit, we are going to be able to reduce a load to the line that is already going in there. We are going to run the forced main down to the manhole that goes to Clarksburg, so you will not have any back-up that goes to the houses at the end of the line.
2. Kylea said with Phase III "B" they are getting geared up and getting the plan sheets ready to go out to do field layout and field editing and she should have that by the end of the month. Kylea said then they will be able to start sending people out to look at customers that have a basement and we need to get a survey elevation on this one, etc. Kylea said if you wonder why people are out walking around, this is what they are going to be doing. Kevin said that he had an update on "B" as he met with Cody, and he found out that they got the approval letter from Clarksburg to except flow over on that side, but they put conditions in the letter. Kevin said any upgrades to the lift station, we would have to pay for, so after they looked at the flows and he talked to Cody about it and Kevin said he would agree to up-grading the pumps, but no, he is not going to upgrade the whole lift station. Kevin said they are going back and down-sizing this project, so they don't have to redo the lift station. Kevin, Kylea and the Board discussed this further.

4. **2019 Water Project**
   Kylea informed the Board that the Water Project is closed out as they were able to move the

funds around to where Kevin was able to get a little reimbursement. After discussion, **Sandra Patterson made a motion to accept Resolution #20 of the Sun Valley Public Service District, approving invoices related to the Water Project, IJDC #2018W-1775 and authorizing payments thereof; Core & Main for $4,860.92; Citco for $3,063.14, for a Grand Total of $7,924.06. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**

5. **Lake Floyd Sewer Project**
Kylea informed the Board that the Lake Floyd Construction is going fairly well as they have one bore done and getting ready to do another one tomorrow.

6. **Manager's Report**

A. Kevin informed the Board that they had a line blow out here at the office. Kevin said that he, Rodney and Bo worked from 8:00 pm until 4:00 am repairing the line.

B. Kevin provided the Board with a list of customers with final accounts to be written off. After discussion, **Sandra Patterson made a motion to write off final accounts in the amount of $12,393.86 with $3,207.99 being for Water and $9,185.87 for Sewer. Gregg Dale seconded the motion. All in favor, none opposed and none abstained.**

C. 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.

D. 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 May 25, 2023 and discussed.

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 May, 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 5/31/23 and discussed.

G. 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. Kevin and the Board discussed in detail.

H. 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. Kevin and the Board discussed in detail.

7. **Next Board Meeting**
Sandra Patterson announced that the next Board Meeting would be July 11, 2023.

8. **Adjournment**

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

Chairman

Treasurer

Secretary

aja

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

** OPEN INVOICES ** DUE DATE: 6/30/23 ** BANK:ALL **

** BEGINNING DATE: 1/01/62 - ENDING DATE: 6/30/23 **

** PAY-TO VENDOR **

ALL FUNDS

	ACCOUNT #	TITLE	QUAN	AMOUNTS	QUAN	BALANCES
B	80 392 000 00	TRANSPORTATION EQUIPMENT	1	1,000.00	1	1,000.00
B	80 923 400 00	OUTSIDE SERVICES-ACCOUNTING	9	20,825.00	9	20,825.00
B	80 923 900 00	OUTSIDE SERVICES-OTHER-MISS UT	1	297.50	1	297.50
B	80 928 000 00	REGULATORY COMMISSION EXPENSE	2	5,537.72	2	5,537.72
B	80 933 000 00	TRANSPORTATION	1	797.30	1	797.30
	FUND# 80	WATER FUND	14	28,457.52	14	28,457.52
B	81 795 100 00	OUTSIDE SERVICES-ACCOUNTING	27	27,432.90	27	27,432.90
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	297.50	1	297.50
B	81 811 000 00	TRANSPORTATION EXPENSE	1	341.70	1	341.70
	FUND# 81	SEWER FUND	31	30,445.40	31	30,445.40
		ALL FUNDS	45	58,902.92	45	58,902.92

Enlarged Hepzibah PSD

Regular Board Meeting

Monday, June 12, 2023

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

Present	**Employees**	**Also Present**
Fred Martin	Kevin Short	Cody Turner
Sharon Hamilton		Shelby Johnson

1. **Approval of Minutes**
   Fred Martin made a motion to approve the Regular Board minutes for Monday, May 08, 2023 as read. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of Checks**
   Sharon Hamilton made a motion to approve the Checks Signed Document dated 05/01/2023 through 05/31/2023. Fred Martin seconded the motion. All in favor, none opposed and none abstained.

3. **Hepzibah Water Project**
   Cody Turner was present to update the Board on the water project, Cody informed the Board there was a construction progress meeting #4 today, and he provided the Board with the contract progress report. Time; 160/161 to substantial completion is at 99%; Construction is 73% complete and Inspection budget is at 76% (as of today). Cody discussed in detail with the Board the progress that has been made and the upcoming change order #3 that is being drafted for gas line relocation and PRV. Cody, Kevin and the Board discussed in detail.

   Shelby Johnson discussed with the Board the pay request for requisition #6, which includes, payout to Contractor, Engineering, and the Administrator in the amount of $344,000.00. Shelby, Kevin, and the Board discussed.
   Fred Martin made a motion to approve requisition #6 in the total amount of $344,000.00 for Construction, Engineering and Administration. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained

4. **Manager's Report**
   A. Kevin provided the Board with a copy of the Accounts to be written off in the amount of $7,481.14 the Accounts will be put in a Cycle I Account. Kevin and the Board discussed. **Fred Martin made a motion to approve the write off report for the fiscal year 2022 to 2023 in the amount of $7,481.14. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.**
   B. Kevin provided photos of the Water Taps and Sewer Taps they have put in, and he also provided photos of the 4" main break on 5th street Spelter. Kevin and the Board discussed in detail.

C. Kevin discussed with the Board and provided photos of a manhole in Spelter near the Spelter plant that they had to get into and clean out which was full of all kinds of trash and grease. They had to use a chemical called Inferno to get the grease to come out. Kevin and the Board discussed.

D. Kevin provided the Board with a copy of the Accounts Payable by Aging as of May 31, 2023. He also provided a copy of the A/P Aging Summary as of May 31, 2023, the Income and Expense by month statement for May 2023, the Profit & loss for May 2023, Kevin also provided the Statement of Cash Flows for May, 2023. Kevin and the Board discussed in detail.

E. Kevin provided the Board with a copy of the Income and Expense by Month for July, 2022 through May, 2023. Kevin also provided the Profit & Loss for July, 2022 through May, 2023 and the Statement of Cash Flows for July, 2022 through May, 2023. Kevin discussed this in detail with the Board.

F. 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 40.35%. Kevin and the Board discussed.

5. Next Board Meeting

Sharon Hamilton announced the next Board meeting will be July 10, 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 Singer
Chairman

Sharon Hamilton
Treasurer

Fred F. Martin
Secretary

jd

Enlarged Hepzibah PSD
A/P Aging Summary
As of June 30, 2023

C-7

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Advance Auto Parts	22.98	0.00	0.00	0.00	0.00	22.98
B&M Environmental LLC	2,472.50	0.00	0.00	0.00	0.00	2,472.50
Bennett & Dobbins PLLC	0.00	2,400.00	0.00	0.00	39,020.67	41,420.67
CITCO	9,137.01	2,500.00	0.00	0.00	0.00	11,637.01
City of Clarksburg	130.00	0.00	0.00	0.00	0.00	130.00
Clarksburg Water Board	92.00	0.00	0.00	0.00	20,682.05	20,774.05
Core & Main LP	924.94	0.00	0.00	0.00	0.00	924.94
CORKY WELLS ELECTRIC	360.00	0.00	0.00	0.00	0.00	360.00
DODSON PEST CONTROL	62.00	0.00	0.00	0.00	0.00	62.00
Enlarged Hepzibah PSD	519.45	0.00	0.00	0.00	0.00	519.45
Hart Office Solutions	30.00	0.00	0.00	0.00	0.00	30.00
HAYES INSURANCE AGENCY	7,858.80	0.00	0.00	0.00	0.00	7,858.80
LEC	785.14	0.00	0.00	0.00	0.00	785.14
Mon Power	1,266.92	0.00	0.00	0.00	0.00	1,266.92
PACE ANALYTICAL	561.00	0.00	0.00	0.00	0.00	561.00
POSEY ELECTRIC INC	7,909.86	0.00	0.00	0.00	0.00	7,909.86
Precision Pump & Valve Service	0.00	5,350.00	0.00	0.00	0.00	5,350.00
Sun Valley Public Service District	0.00	0.00	0.00	0.00	14,017.46	14,017.46
Tepco	457.72	0.00	0.00	0.00	0.00	457.72
Vincent Lumber Company	109.90	0.00	0.00	0.00	0.00	109.90
TOTAL	**32,700.22**	**10,250.00**	**0.00**	**0.00**	**73,720.18**	**116,670.40**

Enlarged Hepzibah PSD
Profit & Loss
June 2023

		Jun 23
Income		
WATER PROJECT ARPA FUND		26,612.41
1500 · Late Fees		758.46
1501 · Metered Sales		31,259.81
1502 · Sewer Taps		350.00
1505 · Misc Income		12,658.00
4610 · Metered Water Sales		69,433.50
4700 · Water Late Fees		798.96
4741 · Reconnect Fees		270.00
4742 · Water Taps		350.00
4744 · Misc Water Income		100.00
Total Income		142,591.14
Gross Profit		142,591.14
Expense		
ARPA WATER PROJECT EXPENSES		26,612.41
ENLARGED HEPZIBAH PSD		121.73
1704 · Utilities - Sewer Plant		424.42
1726 · Maint of Sewer Plant		457.72
1743 · Transportation Expense		1,745.34
1790 · Postage		363.83
1793 · Supplies		9,888.90
1794 · Uniforms		514.95
1795 · Telephone		1,112.47
1796 · Outside Services		4,530.00
1797 · Misc Expense		62.00
1805 · Sludge Disposal		130.00
66000 · Payroll Expenses		22,454.21
6661 · Water Testing		653.00
6662 · Power & Fuel		
6662.1 · HREA	1,384.07	
6662.2 · Mon Power	1,434.58	
Total 6662 · Power & Fuel		2,818.65
6790 · - Water Line Project		1,649.00
9030 · Customer Records Collection		200.00
9210 · Office Supplies		102.00
9260 · Pensions & Benefits		5,564.22
Total Expense		79,404.85
Net Income		**63,186.29**

Enlarged Hepzibah PSD
Profit & Loss
July 2022 through June 2023

		Jul '22 - Jun 23
Income		
WATER PROJECT ARPA FUND		34,652.96
1500 · Late Fees		10,184.67
1501 · Metered Sales		361,584.27
1502 · Sewer Taps		1,400.00
1505 · Misc Income		36,457.47
1525 · Interest Income		9.73
4190 · Interest Inc		19.04
4610 · Metered Water Sales		740,374.04
4700 · Water Late Fees		15,412.14
4741 · Reconnect Fees		2,252.09
4742 · Water Taps		2,800.00
4744 · Misc Water Income		3,244.59
4746 · Credit Card Charges		2,596.83
Total Income		1,210,987.83
Gross Profit		1,210,987.83
Expense		
ARPA Sewer Project		0.00
ARPA WATER PROJECT EXPENSES		27,612.41
ENLARGED HEPZIBAH PSD		497.69
1508 · Workers Compensation		2,495.00
1704 · Utilities - Sewer Plant		1,970.77
1725 · Maintenance of Pumps		5,608.24
1726 · Maint of Sewer Plant		23,415.46
1743 · Transportation Expense		20,577.77
1781 · Accounting & Legal		20,088.84
1789 · Petty Cash		300.00
1790 · Postage		6,936.25
1793 · Supplies		55,589.06
1794 · Uniforms		3,122.09
1795 · Telephone		5,003.54
1796 · Outside Services		128,609.92
1797 · Misc Expense		781.80
1798 · Property Insurance		25,261.80
1799 · Advertising		375.37
1800 · Bank Charges		1,035.20
1804 · Regulatory		3,610.69
1805 · Sludge Disposal		4,190.52
6020 · Purchased Water		269,830.76
66000 · Payroll Expenses		227,318.33
6661 · Water Testing		3,434.38
6662 · Power & Fuel		
6662.1 · HREA	15,952.00	
6662.2 · Mon Power	19,475.04	
6662.3 · Cardinal Gas	3,613.29	
Total 6662 · Power & Fuel		39,040.33
6663 · Outside Water Services		176.00
6730 · Maint T&D		203.88
6770 · Maint of Hydrants		1,319.53
6780 · Maint of Plant		19,610.00
6790 · - Water Line Project		50,984.00
9020 · Meter Reading Expense		2,090.83
9030 · Customer Records Collection		200.00
9210 · Office Supplies		15,475.70
9240 · Property Insurance - Water		1,357.43
9260 · Pensions & Benefits		68,410.83
9280 · Regulatory Expenses		5,519.29

Enlarged Hepzibah PSD
Profit & Loss
July 2022 through June 2023

	Jul '22 - Jun 23
9290 · Bank Charges Water	2,957.29
9302 · Misc Expenses Water	883.99
Total Expense	1,045,894.99
Net Income	**165,092.84**