Harrison County Commission Special Meeting

Wednesday, November 12, 2025

10:00 A.M.

The Harrison County Commission Meeting is held on the 3rd floor of the Harrison County General Services Building (229 South 3rd St.), if you are unable to attend in person, you may join and listen via Zoom Conference Call by the following steps. Public participation will only be allowed during public comment period and/or scheduled appointments.

Join Zoom Meeting

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https://us02web.zoom.us/j/7628160712**

Dial: 1-646-568-7788

Meeting ID: 762 816 0712

Passcode: 26301

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Review—Discuss—Consider** Budget Revisions for FY2025-2026
2. **Review—Discuss—Consider**
   - **A.** Vendor List of Payments
3. **Review—Discuss—Consider** Status of WV PBM Litigation and 11/4/2025 Fitzsimmons Law correspondence (Potential Executive Session to discuss active litigation pursuant to the attorney-client privilege)
4. **Review—Discuss—Consider** Vital Services Levy and Departments / Organizations within the levy discussion (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 state or any political subdivision)

General Fund FUND - BUDGET REVISION

DEPT **County Commission**

Line Number	Line Description	Original	Increase Amount	Decrease Amount	Revised Budget	Comment Notation
401-240-00	Refunds and Reimbursements	$ 5,000	$ 25,000		$ 30,000	Additional Funds
401-566-00	Transfer to Other Funds	$ 3,664,373		$ 66,000	$ 3,598,373	Reduction
401-108-00	Overtime	$ 1,000	$ 1,000		$ 2,000	Additional Funds
401-458-11	GSB Warranty Claims	$ 20,000	$ 5,000		$ 25,000	Additional Funds
401-458-12	Ellis Property	-	20,000		$ 20,000	Additional Funds
401-222-00	Dues and Subs	65,000	15,000		$ 80,000	Additional Funds
					$ -	
					$ -	

Within Account line item adjustments

Department Net Revision:	$ 66,000	$ 66,000

REPORT DATE 11/06/2025
SYSTEM DATE 11/06/2025
FILES ID I

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
GENERAL FUND
AS OF 11/2025

TIME 12:09:53
USER EJK

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-401-101-00 CO COMMISSION SALARY	136605.00		45535.20		91069.80	33.33
001-401-103-00 CO COMMISSION EMPLOYEES	842917.00		264120.04		578796.96	31.33
001-401-104-00 CO COMMISSION FICA	76600.00		23467.95		53132.05	30.63
001-401-105-00 CO COMMISSION INSURANCE	2100000.00		542845.40		1557154.60	25.84
001-401-106-00 CO COMMISSION RETIREMENT	89721.00		26776.65		62944.35	29.84
001-401-108-00 OVERTIME	1000.00		1215.25		-215.25 +1000	121.52
001-401-109-00 EXTRA HELP	14000.00		4025.11		9974.89	28.75
001-401-112-00 LONGEVITY	6240.00		1792.80		4447.20	28.73
001-401-212-00 CO COMMISSIONS PRINTING	1000.00				1000.00	
001-401-214-00 CO COMMISSIONS TRAVEL	5000.00		932.40		4067.60	18.64
001-401-218-00 CO COMMISSION POSTAGE	315000.00		97933.43		217066.57	31.08
001-401-219-00 RENTS/CO COMM	2500.00				2500.00	
001-401-220-00 CO COMMISSION ADVERTISING	120000.00		4893.31		115106.69	4.07
001-401-221-00 CO COMMISSION TRAINING	5000.00		550.00		4450.00	11.00
001-401-222-00 CO COMMISSION DUES & SUBS	65000.00	610.26	61814.80		3185.20 +15,000	95.09
001-401-223-00 CO COMM PROF SERVICES	290000.00		97809.24		192190.76	33.72
001-401-223-01 PROFESSIONAL SERVICES	120000.00		33012.50		86987.50	27.51
001-401-224-00 CO COMMISSION AUDITS	55000.00				55000.00	
001-401-226-00 CO COMM OFFICIAL BONDS	150000.00		63826.46		86173.54	42.55
001-401-232-00 BANK FEES/CHARGES	500.00		17.41		482.59	3.48
001-401-237-00 OTHER TAXES AND FEES	60000.00		50.00		59950.00	.08
001-401-240-00 REFUNDS & REIMBURSEMENTS	5000.00		42.80		4957.20 +25,000	.85
001-401-458-00 CAPITOL OUTLAY/IMPROVEMEN	15000.00				15000.00	
001-401-458-03 GENERAL SERVICES ANNEX	1500000.00	75000.00	832256.51		667743.49	55.48
001-401-458-07 W MAIN ST PROPERTY	84500.00		59283.96		25216.04	70.15

HARRISON COUNTY COMMISSION
STATEMENT OF EXPENDITURES,ENCUMBRANCES & APPROPRIATIONS
GENERAL FUND
AS OF 11/2025

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-401-458-08 AIRPORT PROPERTY	420000.00		103196.44		316803.56	24.57
001-401-458-10 FRANK LORIA CONTRIBUTION	8000.00		8000.00			100.00
001-401-458-11 GSB WARRANTY CLAIMS	20000.00		22854.24		-2854.24	114.27
001-401-458-12 ELLIS PROPERTY			12250.00		-12250.00	
001-401-459-00 CO COMM CAP OUT EQUIPMENT	50000.00		4935.98		45064.02	9.87
001-401-459-01 CO COMM CAP OUT CRUISERS	240000.00		228748.17		11251.83	95.31
001-401-459-03 CO COMM CAP OUT COMPUTERS	30000.00				30000.00	
001-401-566-00 TRANSFER TO OTHER FUNDS	3664373.00				3664373.00	
TOTALS FOR 401 COUNTY COMMISSION	10492956.00	75610.26	2542186.05		7950769.95	24.22

+5000
+ 20,000
Reduce by $66,000

Dept **Garage**

Line Number	Line Description	Original Budget	Increase Amount	Decrease Amount	Revised Budget	Comment Notation
717-230-00	Contractual	$ 1,800	$ 1,800	$ -	$ 3,600	Additional Funding
717-341-00	Materials and Supplies	$ 20,000		$ 1,800	$ 18,200	Reduction
					$ -	
					$ -	
					$ -	
			$ -	$ -		
	Department Net Revision:		**$ 1,800**	**$ 1,800**		Within Account line item adjustments

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-717-103-00 CENTRAL GARAGE SALARIES	166750.00		55325.92		111424.08	33.17
001-717-104-00 CENTRAL GARAGE FICA	12899.00		4045.66		8853.34	31.36
001-717-106-00 CENTRAL GARAGE RET	15369.00		5017.45		10351.55	32.64
001-717-108-00 OVERTIME	1000.00		163.45		836.55	16.34
001-717-112-00 LONGEVITY	780.00		260.00		520.00	33.33
001-717-216-00 CENT GARAGE M & R EQUIP	7000.00				7000.00	
001-717-217-00 CENT GARAGE M & R AUTO	60000.00		31040.65		28959.35	51.73
001-717-223-00 PROFESSIONAL SERVICES	500.00		160.60		339.40	32.12
001-717-230-00 CENT GARAGE CONTRACTURAL	1800.00		3343.00		-1543.00	185.72
001-717-341-00 CENT GARAGE MAT & SUPP	20000.00		13037.24		6962.76	65.18
001-717-343-00 CENT CAR GAS OIL & TIRES	275000.00		87199.55		187800.45	31.70
001-717-343-01 LAW ENFORCEMENT FUEL	500.00		436.34		63.66	87.26
TOTALS FOR 717 CENTRAL GARAGE	561598.00		200029.86		361568.14	35.61

+1800
reduce by 1800

Date of Meeting	11/12/2025	Invoice							
Department Name	Vendor Name	Description Note	General County Fund 001	E-911 007	Vital Services Levy 027	Community Corrections	Community Improvement Fund 026	ARPA Fund	Other as Needed
911 Center	City of Bridgeport	Water, Sewer, Sprinkler Fee - Genisi Blvd Location			303.94				
Animal Control	City of Shinnston	Animal Control Water Utility Bill			$37.70				
Animal Control	US Bank - Amazon	Supplies			$165.74				
Circuit Clerk	Hart Office Solutions	(2) Black Toner	$499.98						
Circuit Court	The Water Shop	Water for Judge McCarthy's Jury Room	$45.00						
Circuit Court	The Water Shop	Water for Judge McMunn's Jury Room	$39.00						
Commission	Rycon Construction	Payment of Settlement Funds - Release of Project Retainage Funds	$75,000.00						
Commission	The Arbitage Group	Preparation of Rebate report for the Series 2020 Lease Revenue Bonds	$1,000.00						

Commission	UniFirst Corp	Weekly Rugs / Maintenance Contract for the Courthouse	$181.38						
Commission	The Water Shop	Water for the Commission Office	$24.00						
Commission	Lexis Nexis	(19) Code Books	$11,244.43						
Commission	Batman Trophies	Plaque for Mike Book	$41.95						
Commission	Visual Edge IT	Copier Rental for the Prosecuting Attorneys Office	$548.04						
Commission	Visual Edge IT	Copier Rental for the Sheriff's Office	$189.95						
Commission	WVNews - The Exponent Telegram	News Paper Ad - (3) Kennel Technician, (3_ 2025 Fall Delinquent Taxes, (1) Director of Parks & Rec, (1) FY24-25 Financial Statement	$56,063.45						
Commission	Fleetcor (dba Fuelman)	Gasoline Purchases for October, 2025	$18,370.64						
Commission	WVCORP	Law Enfoprcement Liability Deductible Payment	$2,090.00						
Commission	Stationers	Multiple Invoices - Supplies	$2,602.80						

Commission	J.T. Matin Fire & Safety	Service Fee to inspect fire extingushers at the Sheriff's Office	$123.00						
Commission	CityNet LLC	Phone / Internet service for the Courthouse	$4,305.14						
Commission	Clarksburg Water Board	General Service Building Water Utility Bill	$441.91						
Commission	Clarksburg Water Board	Extension Office Water Utility Bill	$121.19						
Commission	Clarksburg Water Board	Courthouse Water Utility Bill	$826.94						
Commission	Clarksburg Water Board	306 Washington Ave Water Utility Bill	$437.01						
Commission	Clarksburg Water Board	306 Washington Ave Water Utility Bill	$381.04						
Commission	Clarksburg Water Board	609 West Main Street - Sheriff's Office Water Utility Bill	$94.36						
Commission	Hart Office Solutions	Black Toner	$650.83						
Commission									
Community Corrections	BestNotes LLC	Monthly Fees				$620.00			
Community Corrections	Aqua Filter Fresh	Bottle Deposit, Admin Charge, 5 Gallon Spring				$49.55			
Community Corrections	OpAns	DBS Toxicology Panels				$7,300.00			
Community Corrections	Solid Ground Therapy Services	Clini8cal Supervision				$250.00			

Community Corrections	Micro Distributing LTD	UA Test Cups				$7,800.00			
County Clerk	Complied Technologies	Support - IDX, MicroFocus 100 user maintenance, 50 user maintenance	$22,358.31						
County Clerk	The Water Shop	Water for the County Clerks	$42.00						
County Garage	Chenoweth Ford	Parts - Plate #503643 - (2) Bush	$29.98						
County Garage	Fisher Auto Parts	Supplies (60 Antifreeze Windshield Washer Solvent	$180.00						
Family Court	The Water Shop	Water for Family Court	$21.00						
Home Incarceration	Canon Financial Services	October 2025 Copier Fees							$130.98
Home Incarceration	Buddi US LLC	Smart Tags - Oct 25							$5,525.20
Home Incarceration	US Cellular	Services Through October 2025							$1,514.83
Law Enforcement	Hillbilly Truck Repair	2011 GMC Acadia	$200.75						
Law Enforcement	Skasiks Cleaners	Dry Cleaning	$422.35						
Law Enforcement	Hart Office Solutions	Color Ink / Toner	$1,524.08						

Magistrates Clerks	The Water Shop	Water for Magistrates Clerks	$21.00						
Maintenance	Robertsons Heating Supply Co	Supplies for the Courthouse	$144.58						
Maintenance	Fisher Auto Parts	Multiple Invoices - Parts	$503.39						
Maintenance	Wholesale Tire	Tires	$130.61						
Maintenance	Harry Green 7 Acres	Multiple Invoices - Parts	$68.73						
Maintenance	Sandy's True Value	Supplies - Rails for Trails - Culvert Pipe	$69.95						
Maintenance	The Water Shop	Water for the Maintenance Dept.	$30.00						
Parks & Rec.	Compton Metals	Parks & Rec Signage			$1,445.16				
Parks & Rec.	US Bank	Walmart - Hellium Tank			$52.47				
Parks & Rec.	US Bank	Dollar General Store - Plastic Table Covers			$25.68				
Parks & Rec.	US Bank	Trees to improve grounds HCPR location			$215.88				
Parks & Rec.	Charter Communications	Monthly Internet Bill			$16.05				
Parks & Rec.	M&M Septic Pumping	Final Month Rental for Seasonal Park Porta Johns			$360.40				
Parks & Rec.	Marsh	Multiple Invoices - Supplies			$502.42				

Parks & Rec.	Sandy's True Value	Christmas Tree Lights for Ellis, Wheel and brushes for Grinder			$248.62				
Parks & Rec.	Shortline PSD	Water Bill for Wallace Park Location			$36.21				
Parks & Rec.	UniFirst Corp	Multiple Invoices - Weekly Rug and Maintenance Supplies			$94.14				
Parks & Rec.	Mon Power	Summit Park Electric Utility Bill			$5.88				
Parks & Rec.	Clarksburg Water Board	Water Utility Payment for Parks and Rec Complex			$301.52				
Parks & Rec.	Enlarged Hepzibah PSD	Water & Sewer for Spelter Ball Field			$82.56				
Parks & Rec.	Summit Park PSD	Water and Sewer Utility Bill for Summit Park Ball Field			$180.39				
Planning	The Water Shop	Water for Planning	$12.00						
Prosecuting Attorney	Thomas Reuters	Online Software Subscription	$610.26						
Rail Trail	ACE Aggregates	Multiple Invoices - Stone - Shinnston Trail Project	$282.40						
Regional Jail	WV Regional Jail	Inmate Housing October 2025	$198,158.54						

Sheriff & Treasurer	Sheriff & Treasurer	Kevney Estate Reimbursal	$11,250.87						
			$411,382.84	**$0.00**	**$3,770.82**	**$16,019.55**	**$0.00**	**$0.00**	**$7,171.01**
					Grand Total:	**$438,344.22**			

Commissioner's Signature

11/12/2025

Date of Meeting

Commissioner's Signature

Sent to Bookkeeping to be paid early 0/0/25

Commissioner's Signature

Sent to Bookkeeping to be paid early 0/0/25