AMENDED

Harrison County Commission Meeting
Wednesday, February 18, 2026
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

****

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

Dial: 1-646-568-7788

Meeting ID: 762 816 0712

Passcode: 26301

Appointments:

10:00 A.M. --- Call to Order --- Invocation --- Pledge of Allegiance

10:05 A.M. --- Special Funding Request from the West Fork Conservation District requesting $8,000.00 towards operations and maintenance of Salem Fork Flood Control Dams

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A.** T.R. Queen – Security – Transfer – Effective February 18, 2026
   - **B.** Halie Bramer – 911 – New Hire- Effective February 25, 2026
   - **C.** Adia Kolb – 911 – New Hire – Effective February 25, 2026
   - **D.** Christina Measell – 911 – New Hire – Effective February 25, 2026
   - **E.** Heather Moak – 911 – New Hire – Effective February 25, 2026
   - **F.** Matthew Shingleton – 911 – New Hire –Effective February 25, 2026
   - **G.** Jack Hayhurst – Law Enforcement – New Hire – Effective February 25, 2026
   - **H.** Owen Parker – Law Enforcement – New Hire – Effective February 25, 2026
4. **Minutes and/ or Amended Minutes of Previous Meetings**
   - **A.** Board of Equalization and Review Minutes for Friday, January 30, 2026
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A.** Quotes
   - **B.** Vendor List of Payments
6. **Exonerations --- Corrective Tickets --- Joint Property Applications:**
   - **A.** Exonerations
7. **Review—Discuss—Consider** Consideration of Approval of a Project Fund Requisition for the payment of cost associated with the project to be financed from proceeds of the & Series 2008 A (Charles Pointe Project No. 2- North Land Bay Improvements)
   - **A.** $1,468.75
8. **Review—Discuss—Consider** Consideration of Approval of a Project Fund Requisition for the payment of cost associated with the project to be financed from proceeds of the Series 2019 A&B Bonds issued for the Charles Pointe Economic Opportunity Development District.
   - **A.** $6,463.75
9. **Review—Discuss—Consider** Consideration of Approval of a Project Fund Requisition for the payment of cost associated with the project to be financed from proceeds of the Series 2021 A & B (Development District No. 3 White Oaks Project No. 2).

   A. $1,989.00
10. **Review—Discuss—Consider** Orders and Election Orders as Presented by the Clerk **(NONE)**
11. **Review—Discuss—Consider** Budget Revisions for the following: **(NONE)**
   A. General County
   B. Vital Services
12. **Review—Discuss—Consider** Rail Trail 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 state or any political subdivision)
13. **Review—Discuss—Consider** Courthouse Security Order
14. **Review—Discuss—Consider** Courthouse Security Job Description
15. **Review—Discuss—Consider** All Budgets over 60%
16. **Review—Discuss—Consider** Revising previous designation of Employee/Public Parking Lots
   - Recommended 2 Employee Lots & 1 Public Lot
17. **Review—Discuss—Consider** Agency Agreements for EMS Equipment Funds
18. **Review—Discuss—Consider** Disbursements of EMS Equipment Funds
19. **Review—Discuss—Consider** Travel Request for the following 911 employees to go to Valley Park Conference Center, Hurricane WV on April 23 & 24, 2026 for the NENA Enhanced Caller Management & 911 Customer Service class
   A. Brandon Delaney
   B. Emily Henline
   C. McKenzie Kovar

20. **Administrator's Report**
21. **Commissioner Comments – Questions**

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

A. **Weekly Fiduciary Report from the County Clerk**
   1. Wednesday, January 28, 2026 through Tuesday, February 3, 2026
   2. Wednesday, February 4, 2026 through Tuesday, February 10, 2026

B. **Monthly Fiduciary Commission Settlements:**
   1. None

C. **Monthly Minutes/ Financial Information from Various Boards, Committees, and Public Service**
   1. Enlarged Hepzibah PSD Regular Board Meeting Agenda for February 9, 2026
   2. Enlarged Hepzibah Updated Mailing Address
   3. Sun Valley PSD Regular Meeting Minutes for January 13, 2026
   4. Sun Valley PSD Financial Information as of January 2026
   5. Sun Valley PSD Regular Board Meeting Agenda for February 9, 2026
   6. Spectrum Mid-America, LLC Upcoming Changes Notification Letter
   7. Shinnston Turkey Trot – Final Reports
   8. Expressions of Love Letter of Thanks

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

1. **Review—Discuss—Consider** Activities at Parks & Rec (Potential Executive session to consider matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of a public officer or employee, or prospective public officer or employee)

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: _____

Organization Name: West Fork Conservation District

Name and Title of Requester: William Coffindaffer - Chairman

Mailing Address of Organization and Responsible Person: 87 Ollie Ln Suite 102, Mount Clare WV 26408
If approved, this is where the check will be sent

Telephone: 304-627-2160 Fax: _____ E-mail: _____

FEIN# _____ 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: $ 8,000.00

Dollar Amount REQUESTED - Grant: $ 8,000.00 Loan: $ _____

Was project funded previously by HCC? Y N If so, when _____; how much: $ _____

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: 2025 ; how much: $ 8,000.00
When: 2024 ; how much: $ 8,000.00
When: 2023 ; how much: $ 8,000.00

Purpose of request (one sentence): OM&R Salem Fork Dams

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: Operation and maintenance of Salem Fork Flood Control Dams

Are your financial statements audited by an outside accounting firm? (Y) N
If Yes, by whom: Lisa Thornberg

Do you plan to recognize the Harrison County Commission 's contribution? (Y) N
If Yes, how? By Letter

(Name of Applicant) West Fork Conservation District 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) West Fork Conservation District, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) West Fork Conservation District 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) West Fork Conservation District 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 William L. Coffindaffer **Date** 3/5/26

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: _____

Name of Organization/Applicant _____

FINAL REPORT OF THE SPECIAL FUNDING REQUEST

AMOUNT RECEIVED FROM THE HARRISON COUNTY COMMISSION: $ _____

ITEMIZED EXPENSES FOR THE AMOUNT RECEIVED FROM THE HCC (ATTACH EXTRA SHEETS IF NECESSARY OR DETAILED STATEMENT OF REVENUED AND EXPENSES RELATED THERETO):

_____	$ _____
_____	$ _____
_____	$ _____
_____	$ _____
_____	$ _____
TOTAL	$ _____

NAME OF PROJECT/EVENT: _____

TOTAL PROJECT/EVENT INCOME AND EXPENSES: (ATTACH EXTRA SHEETS IF NECESSARY OR A DETAILED STATEMENT OF REVENUES AND EXPENSES RELATED THERETO):

INCOME SOURCE:	_____	$ _____
	_____	$ _____
	_____	$ _____
	TOTAL	$ _____
EXPENSE ITEM:	_____	$ _____
	_____	$ _____
	_____	$ _____
	TOTAL	$ _____

LIST ALL CONTRIBUTORS TO THIS PROJECT/EVENT: (ATTACH EXTRA SHEETS IS NECESSARY)

_____	$ _____
_____	$ _____
_____	$ _____
_____	$ _____
TOTAL	$ _____

I CERTIFY THAT THE ABOVE INFORAMTION IS CORRECT

_____ _____

Applicant Date

County Commission of Harrison County, West Virginia

REVISED ORDER

Harrison County Community Improvement Fund -- Number 026

Harrison County General Fund -- Number 001

Policy and Procedure Regarding Contributions to Other Entities

Whereas, the Harrison County Commission has previously authorize a special fund, namely the Harrison County Community Improvement Fund (Number 026); and

Whereas, the Harrison County Commission maintains a General Fund (Number 001) as authorized and required by statute and/or regulations; and

Whereas, the Community Improvement Fund will be utilized for contributions for fairs, festivals and/or other special funding requests approved by the Harrison County Commission as originally set forth in the establishment of the Fund; and

Whereas, the General County Fund may be utilized *for* any lawful expenditure which may Include contributions to fairs and festivals and/or special funding requests, and

Whereas, the Harrison County Commission, by this Order, set forth the same for any contribution to any entity, as set forth herein.

Now, therefore, it is the Order of the Harrison County Commission that any contribution to any entity shall comply with the following policy and procedure unless otherwise expressly indicated. A contribution may be considered **for** funding only upon proper documentation being presented to the Office of the Harrison County Commission, which shall include, but not be limited to:

a) "Harrison County Commission Special Funding Request Form", the most recent copy attached and Included for reference;

b) All requested documentation as out lined In the "Special Funding Request Form,

c) If previously funded, the "Final Report of the Special Funding Request Form", the most recent copy attached and included for reference.

Now, therefore be it further resolved, funding requests from fairs and festivals, Including but not limited to the following, will be considered throughout the year. Such allocation will be $1,500 for a one day event and $3,000 for any event of more than one day.

1. Apple Butter Festival - City of Salem
2. Fort New Salem Holiday - Christmas Activity
3. Frontier Days - City of Shinnston ,
4. Glen Elk Village Wine Musical & Art? Festival

5. Jesus Fest ·
6. Johnstown CEOS Community Fair
7. Lost Creek Community Festival
8. North Central WV Scottish Festival
9. Pine Bluff Fall Festival
10. St. Spyridon Greek Food Festival
11. Town of West Milford Old Mill Festival
12. Wallace VFD Fair & Festival
13. *WV* Black Heritage Festival
14. *WV* Italian Heritage Festival

Now, therefore be it further resolved, funding requests from any other entity or agency must be submitted to the Office of the Harrison County Commission on or before March 1st to be considered for funding in the budget for the next fiscal year, which would begin July 1st and end June 30th. For the fiscal year beginning July 1 and ending June 30, the submission deadline for a special funding request will be May 1 of each year.

Now, therefore be it further resolved, the Harrison County Commission does hereby direct the administrative staff with the Office of the County Commission to take the necessary steps to communicate and provide this Order to the entities and agencies that have received funding during the past four fiscal years.

Order is hereby approved and entered this 20th day of July, 2022.

Susan J Thomas, President

Attest:

John Spires, Clerk of Harrison County

3-A.

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
2/18/2026		

NAME	ADDRESS
T. R. Queen	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		Security	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☐ RATE	703	730
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) Effective 2/18/2026, part-time as needed basis
Transfer from Staging to Courthouse Security

AUTHORIZATION:

~~EMPLOYEE SIGNATURE~~	DATE
E. S. Sutton	
SUPERVISOR SIGNATURE	DATE
[signature] I, sheriff	2/17/26
HUMAN RESOURCES MANAGER	DATE

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HARRISON COUNTY
SHERIFF AND TREASURER

ROBERT G. MATHENY

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

February 17, 2026

Harrison County Commission
229 S 3rd Street
Clarksburg, WV 26301

Dear Mr. Spires:

Effective February 18, 2026, Court Staging Deputy (part-time) T. R. Queen has transferred from Staging Salary Line Item 703-109 to Courthouse Security. Mr. Queen will be on a part-time as needed basis.

Thank you for your attention to this matter.

Sincerely,

Robert G. Matheny II
Sheriff

3-B.

Harrison County Commission
Payroll Change Notice

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
02/25/2026		

NAME	ADDRESS
Bramer, Halie - 1744	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		911	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☑ RATE	PG 4-1	
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) _____

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Travis Miller	DATE 02/11/2026
HUMAN RESOURCES MANAGER	DATE

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3-C.

Harrison County Commission
Payroll Change Notice

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
02/25/2026		

NAME	ADDRESS
Kolb, Adia - 1743	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		911	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☑ RATE	PG 4-1	
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain)_____

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Travis Miller	DATE 02/11/2026
HUMAN RESOURCES MANAGER	DATE

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3-D.

Harrison County Commission
Payroll Change Notice

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
02/25/2026		

NAME	ADDRESS
Measell, Christina - 1746	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		911	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☑ RATE	PG 4-1	
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) _____

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Travis Mills	DATE 02/11/2026
HUMAN RESOURCES MANAGER	DATE

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3-E.

Harrison County Commission
Payroll Change Notice

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
02/25/2026		

NAME	ADDRESS
Moak, Heather - 1745	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		911	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☑ RATE	PG 4-1	
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) _____

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Travis Mills	DATE 02/11/2026
HUMAN RESOURCES MANAGER	DATE

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3-F.

Harrison County Commission
Payroll Change Notice

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
02/25/2026		

NAME	ADDRESS
Shingleton, Matthew - 1742	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		911	

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☑ RATE	PG 4-1	
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) _____

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Travis Miller	DATE 02/11/2026
HUMAN RESOURCES MANAGER	DATE

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3-G.

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
2/25/2026		| | |-| | |-| | | |

NAME	ADDRESS
Jack Hayhurst	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		L.E.	

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) Effective 2/25/2026 Please pay Starting Deputy salary Sheriff's Office Law Enforcement Pay Scale 2025-2026

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE [illegible] Sheriff	DATE 2/6/26
HUMAN RESOURCES MANAGER	DATE

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3-H.

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
2/25/2026		

NAME	ADDRESS
Owen Parker	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		L.E.	

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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- ☐ DEMOTION
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- ☐ RESIGNATION
- ☐ RETIREMENT
- ☐ LAYOFF
- ☐ DISCHARGE

TYPE OF LEAVE _____

☐ OTHER (Explain) Effective 2/25/2026 Please pay Starting Deputy salary Sheriff's Office Law Enforcement Pay Scale 2025-2026

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE [signature] Sheriff	DATE 2/6/26
HUMAN RESOURCES MANAGER	DATE

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HARRISON COUNTY
SHERIFF AND TREASURER

ROBERT G. MATHENY

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

February 6, 2026

Harrison County Commission
229 South 3rd Street
Clarksburg, WV 26301

Dear Commissioners:

Effective February 25, 2026, the Harrison County Sheriff's Office will be hiring Jack Hayhurst and Owen Parker. They will be filling the vacant position of Deputy Sheriff. Their names were provided by The Harrison County Civil Service Commission for Deputy Sheriffs.

Sincerely,

Robert G. Matheny II, sheriff
Robert G. Matheny II
Sheriff

4-A.

Friday January 30, 2026

The Commission sat as a Board of Equalization and Review

Commissioner Susan Thomas was present. Commissioner Patsy Trecost II was present via Zoom. Commissioner David Hinkle was absent. Also present were John Spires, County Clerk and Laura Pysz-Laulis, County Administrator.

Commissioner Thomas opened the Board of Review.

Assessor, Allen Ferree, was present with Deputy Assessor, Tammy Stonestreet. Mr. Ferree had nothing to present. No one else appeared. Commissioner Trecost moved to recess until the next Board of Review on February 4, 2026 at 11:30am. Commission concurred.

DRAFT

_____ _____

Susan Thomas, President Date

_____ _____

David Hinkle, Commissioner Date

_____ _____

Patsy Trecost II, Commissioner Date

5-A.

Date of Meeting	2/18/2026	QUOTES		
Department	**Vendor**	**Description**	**Price**	**Line Item #**
911	Headset World	Dispatcher Headsets	$1,241.76	027-711-459-00
County Clerk	Amazon	Binders for Candidate Filings	$15.31	001-402-341-00
IT	US Bank - Amazon	Dell Desktop Computer QCS1250	$1,258.99	001-424-459-00

COMMISSIONER'S SIGNATURE

COMMISSIONER'S SIGNATURE

COMMISSIONER'S SIGNATURE

5-B.

Date of Meeting	2/18/2026	Invoice							
Line Item #	Department	Vendor	Description	General County Fund	E-911	Vital Services Levy	Community	Community		
	Name	Name	Note	001	007	027	Corrections	Improvement Fund 026	Fund	Needed
248-712-213-00	911 Center	Mon Power	Shinnston Tower Electric Utility Bill							$767.59
027-712-213-00	911 Center	City of Bridgeport	735 Genesis Blvd 911 Center Water, Sewer Sprinkler, Fire Fees and Utility			$267.03				
027-712-211-00	911 Center	Frontier	911 / Taylor County Phone Bill			$822.91				
027-712-213-00	911 Center	HREA	911 Center Electric Utility Bill - Genesis Blvd			$3,166.98				
027-712-213-00	911 Center	HREA	911 Center Electric Utility Bill - Lost Creek			$628.31				
027-712-213-00	911 Center	Hope Gas	911 Center Gas Utility Bill			$923.03				
027-711-223-00	911 Center	Waste Management	Trash Disposal Service for JSJOC Charles Pointe			$197.59				
027-711-211-00	911 Center	Frontier	Internet for JSJOC Charles Point, Taylor County phone exchange that rings direct to JSJOC, Phone service including voice and data			$4,828.47				
027-711-215-00	911 Center	Lowes	144 oz Multi Purpose Cleaner for use at JSJOC Charles			$14.23				
246-712-213-00	911 Center	Mon Power	Salem Tower Electric Utility Bill			$459.17				

027-711-230-00	**911 Center**	Carolina Recording Systems, LLC	Annual Maintenance Agreement for phone and radio recording system			$19,480.00				
027-711-221-00	**911 Center**	APCO International	LEC - Law Enforcement Communications Recertification			$70.00				
246-712-216-00	**911 Center**	Alpha Energy Solutions	HVAC Service Agreement for Salem, PK, and Lost Creek Towers							$933.33
027-711-216-00	**911 Center**	Alpha Energy Solutions	HVAC Service Agreement for JSJOC Charles Pointe			$800.00				
248-712-216-00	**911 Center**	Alpha Energy Solutions	HVAC Service Agreement for Shinnston and Grafton Tower Sites							$708.33
027-711-215-00	**911 Center**	Lowes	Swiffer wet mop refills and Lysol disinfectant wipes for use at JSJOC			$24.95				
027-711-215-00	**911 Center**	Sandy's True Value Hardware	Cannister lights and fastener/installed			$127.33				
245-712-215-00	**911 Center**	State Electric Supply Co	Box of flourescent bulbs needed for the Grafton Tower Site							$344.10
027-711-459-00	**911 Center**	Hart Office Solutions	5'x8' memo pads for use by dispatch			$28.37				

027-711-222-00	**911 Center**	NotePage Inc	Annual Subscription renewal for Priority Support for PageGate			$395.00				
027-711-221-00	**911 Center**	APCO International	FSC - Fire Service Communications Recertification, LEC - Law Enforcement Communications Recertification, PST - Public Safety Telecommunicator Recertification			$105.00				
027-711-222-00	**911 Center**	WestFax, Inc	Monthly Subscription Fee to Enterprise Cloud Fax Service			$109.85				
027-711-214-00	**911 Center**	Trevor Vance	APCO Travel Reimbursement			$42.96				
027-711-221-00	**911 Center**	NENA	NENA Enhanced Police Dispatching - Tabitha Robey, NENA Enhanced Police Dispatching - Theresa Hawkins			$440.00				
027-711-214-00	**911 Center**	US Bank	Travel Reimbursements / Wheeling Conf.			$550.00				
027-711-221-00	**911 Center**	APCO International	PST-Recertification/ Deprospero			$35.00				
027-711-221-00	**911 Center**	APCO International	PST-Recertification, LEC / Norman			$70.00				

027-711-221-00	**911 Center**	APCO International	CTO 6th Recertification, PST 1 7th Recertification, CCS 5th Recertification			$105.00				
245-712-213-00	**911 Center**	Mon Power	Grafton Tower Electric Utility Bill							**$356.89**
027-715-568-00	**Ambulance Authority**	Anmoore EMS	January 2026 Allotment			$4,329.90				
027-715-568-00	**Ambulance Authority**	Bridgeport Fire & EMS	January 2026 Alloments for: BEMS 51 & BEMS 52			$5,433.60				
027-715-568-00	**Ambulance Authority**	Harrison County EMS	January 2026 Allotments for: EMS 61, EMS 62, EMS 63, EMS 67			$19,611.90				
027-715-568-00	**Ambulance Authority**	Nutter Fort VFD	January 2026 Allotment			$1,584.80				
027-715-568-00	**Ambulance Authority**	City of Salem	January 2026 Allotment			$962.20				
027-716-216-00	**Animal Control**	Alpha Energy Solutions	HVAC Preventative Manintenance Agreement for Animal Control			$366.67				
027-716-211-00	**Animal Control**	Frontier	Animal Control Phone Bill			$398.66				
027-716-213-00	**Animal Control**	City of Shinnston	Animal Control Water Utility Bill			$64.88				

027-716-216-00	**Animal Control**	Fubar Enterprises	Parts - Installation of Motorola APX 1500 Mobile Radios, Coax w/ Connector for Radio, Wide Band Antenna and Magnetic Mic Holder			$404.76				
027-716-223-00	**Animal Control**	Clarksburg Veterinary Hospital	Multiple Invoices - Health Certificates and Cruelty Cases			$1,501.02				
027-716-223-00	**Animal Control**	Clarksburg Veterinary Hospital	Multiple Invoices - SNIP Recipients			$217.00				
027-716-213-00	**Animal Control**	Waste Management - Landfill	Disposal of Deceased Animals			$12.81				
027-716-341-00	**Animal Control**	US Bank	Amazon - Leashes			$162.14				
027-716-211-00	**Animal Control**	US Cellular	Animal Control Phone Bill			$754.45				
027-716-213-00	**Animal Control**	Enterprise Sanitation	Garbage Utility Service for Animal Control			$187.85				
027-716-213-00	**Animal Control**	Mon Power	Electric Utility Bill			$268.41				
027-716-341-00	**Animal Control**	Robertson Heating Supply Co	Supplies - RH62 Natural GA NAECA 3 Tall, Stay Clean Flux Haz			$814.35				
027-716-223-00	**Animal Control**	A-1 Eterminating	General pest control services for Animal Control			$50.00				
027-716-341-00	**Animal Control**	The Water Shop	Water for Animal Control			$36.22				

001-408-349-00	**Assessor**	Frontier	Assessor Statewide Computer Phone / Internet Bill	$145.64						
001-406-216-00	**Assessor**	Harry Green 7 Acres	Parts - Plate #CY5714 - 4 Wheel Alignment	$135.95						
001-406-216-00	**Assessor**	Collision Plus LLC	Parts - Plate #CY5714 - 2019 Explorer - Parts, Body Labor, Refinish Labor, Paint and Supplies, Hazardous Waste Disposal	$1,987.76						
027-950-568-00	**Bi-County Nutrition**	Bi County Nutrition	Third Quarter Levy Allotment			$17,750.00				
001-403-341-00	**Circuit Clerk**	James & Law	Shredder, 125C Jam Proof Cross Cut Paper	$1,244.00						
001-403-341-00	**Circuit Clerk**	James & Law	Shredder, Cross Cut B26C, Trimmer, SQ. Commercial Grade Wood Base Guilotine	$1,441.00						
001-403-341-00	**Circuit Clerk**	First Guaranty Bank	I.D. checking guide for Passports	$33.95						
001-416-341-00	**Circuit Court**	The Water Shop	Water for Harrison County Circuit Court Judge McCarthy's Jury Room	$33.00						

001-416-341-00	**Circuit Court**	The Water Shop	Water for Harrison County Circuit Court Judge Shaffer's Jury Room	$120.00						
001-416-341-00	**Circuit Court**	The Water Shop	Water for Harrison County Circuit Court Judge McMunn's Jury Room	$21.00						
001-416-230-00	**Circuit Court**	Brenda Hinkle	Multiple Invoices - Mental Hygiene Orders	$925.29						
027-950-568-01	**Child Advocacy Center**	Child Advocacy Center	Third Quarter Levy Allotment for the Child Advocacy Center			$7,500.00				
001-424-216-00	**Commission**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the GSA Building	$1,091.67						
001-424-213-00	**Commission**	Mon Power	Extension Office Electric Utility Bill	$512.59						
001-424-213-00	**Commission**	Hope Gas	Courthouse Gas Utility Bill	$29.49						
001-424-213-00	**Commission**	Hope Gas	229 South Thrd Street Gas Utility Bill	$1,418.75						
001-424-213-00	**Commission**	Hope Gas	609 W. Main Street Gas Utility Bill	$338.44						

001-424-216-00	**Commission**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Extension Office & Old DHHR Building	$477.78						
001-424-213-00	**Commission**	Waste Management	301 West Main Street Courthouse Garbage Utility Bill	$2,158.92						
001-424-213-00	**Commission**	Waste Management	609 West Main Street Garbage Utility Bill	$250.56						
001-401-223-00	**Commission**	Refernce Services Inc	Background Checks - Michelle Rowan, Steven Earl Junkins, Larry Dean Thompson	$187.50						
001-424-216-00	**Commission**	Otis Elevator Company	Service Call: Courthouse Elevator	$2,037.00						
001-424-216-00	**Commission**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Annex	$1,041.67						
001-424-211-00	**Commission**	City Net	Internet/General	$12,007.09						
001-424-230-00	**Commission**	Advantage Technology	Outdoor Remote Camera, Verkada Solar Panel Pole Mount, 100 Watt Solar Panel, 430Wh Backup Battery, 10 year Camera License, Capacity Increase, Verkada Shipping	$14,800.02						

001-424-213-00	**Commission**	Clarksburg Water Board	Extension Office Water Utility Bill	$127.93						
001-424-213-00	**Commission**	Clarksburg Water Board	General Service Building Water Utility Bill	$393.83						
001-424-213-00	**Commission**	Clarksburg Water Board	609 West Main Street Water Utility Bill	$173.28						
001-424-213-00	**Commission**	Clarksburg Water Board	Courthouse Water Utility Bill	$522.14						
001-424-213-00	**Commission**	Clarksburg Water Board	306 Washington Ave Water Utility Bill	$320.16						
001-424-213-00	**Commission**	Clarksburg Water Board	306 Washington Ave Water Utility Bill	$370.63						
001-424-341-00	**Commission**	The Water Shop	Water for the Commission Office	$24.00						
001-424-219-00	**Commission**	Visual Edge IT	Copier Rental for the Prosecuting Attorneys Office	$304.12						
001-424-219-00	**Commission**	Visual Edge IT	Copier Rental for the Sheriff's Office	$189.95						
001-424-211-00	**Commission**	Frontier	Courthouse Phone Service Bill	$434.63						
001-424-211-00	**Commission**	Frontier	Courthouse Phone / Internet Bill	$375.49						
001-424-341-00	**Commission**	CarahSoft Technology Corp	Advanced Service Agent Users - Subscription Renewal, Asset Management Pack - 500 Assets Renewal	$9,330.29						

001-424-230-00	**Commission**	UniFirst	Weekly Rugs / Maintenance Contract for the Courthouse	$167.84						
001-424-230-00	**Commission**	Advantage Technology	Monthly Billing for January, 2026 for (400) Office 65 G1 (GCC) & (10) Office 365 G3 (GCC)	$4,230.00						
001-424-341-00	**Commission**	Liberty Distributors	Maintenance Supplies	$1,874.50						
001-424-341-00	**Commission**	US Bank	Amazon.com - Restock of flair felt tip red pens for Assessors office	$104.07						
001-424-341-00	**Commission**	US Bank	Amazon.com White Card Stock for Updated Employee Directory	$26.52						
001-424-341-00	**Commission**	US Bank	Amazon.com - Post it flags for Commission Office	$135.84						
001-424-341-00	**Commission**	Profound Logic Software Inc	RPGsp Maintenance (S06E83B4) 12/29/25 - 12/28/26	$1,325.79						

040-401-568-00	**Commission**	Health Access	2nd Distribution of Opioid Funds to be used to continue to pay a full time dentist to provide treatment to patients suffering from opioid use disorder							$30,000.00
040-401-568-00	**Commission**	NCWV Coalition for the Homeless	2nd Distribution of Opioid Funds to be used to continue to provide financial assistance for security deposits for clients affected by the Opioid Epidemic							$25,000.00
040-401-568-00	**Commission**	The Change Initiative	2nd Distribution of Opioid Funds to be used for staff, expenses, rent, resident activities.							$40,000.00
040-401-568-00	**Commission**	Public Defender Corp for 15th Judicial Circuit	2nd Distribution of Opioid Funds to assist in paying for Staff dedicated to assisting Harrison County Residents charged with Opioid related offenses.							$50,000.00
040-401-568-00	**Commission**	Stars and Strides	Distribution of Opioid Funds for Equine therapy - 2026							$25,000.00

001-401-458-12	**Commission**	Civic & Environmental Consultants Inc	Ecological Permitting and Project Manager	$2,795.26						
001-401-223-00	**Commission**	Jarom & Associates	Appraisal of 707 Good Hope Pike, Clarksburg, WV - Map 326, Parcel 46.4	$1,500.00						
026-401-568-00	**Commission**	Lowe Public Library	Yearly Levy Allotment for the Lowe Public Library					$10,000.00		
026-401-568-00	**Commission**	Nutter Fort Library	Yearly Levy Allotment for the Nutter Fort Library					$10,000.00		
026-401-568-00	**Commission**	Southern Area Public Library	Yearly Levy Allotment for the Southern Area Public Library					$10,000.00		
001-424-230-00	**Commission**	A-1 Extermminating	General Pest Control Services for the Old DHHR Building	$173.25						
001-424-230-00	**Commission**	A-1 Extermminating	General Pest Control Services for the GSA Building	$210.00						
001-424-230-00	**Commission**	A-1 Extermminating	General Pest Control Services for the Sheriff's Office	$90.00						
001-424-230-00	**Commission**	A-1 Extermminating	General Pest Control Services for the Senior Center	$90.00						
001-424-213-00	**Commission**	Hope Gas	Courthouse - Annex Gas Utility Bill	$8,177.29						

001-401-223-00	**Commission**	The Arc of Harrison County	Billing for the month of January, 2026 for Darius Jackson	$495.00						
026-401-568-00	**Commission**	Operation Firm Handshake Inc	Special Funding Request for Operation Firm Handshake Inc. requesting $2000.00 for their Annual Veterans Day of Recognition Event					$2,000.00		
001-424-341-00	**Commission**	First Guaranty Bank	Staples - New Chairs for Security	$395.34						
001-424-341-00	**Commission**	US Bank	Amazon - Battery Restock for Commission Office	$76.96						
001-401-221-00	**Commission**	US Bank	Online Training for Department Heads - Handling and Documaenting an Under Performing employee	$295.00						
001-424-341-00	**Commission**	US Bank	(2) Fargo YMCKO Color Ribbon - 45100 - Ink for ID Badges	$190.44						
001-424-223-00	**Commission**	Indeed	Job Sponsoring for January, 2026	$193.13						
001-424-341-00	**Commission**	VEIT, LLC	Black Toner for Staging	$321.97						
001-717-343-01	**Commission**	First Guaranty Bank	Reimbursal Hammond - Gas	$51.62						
001-424-219-00	**Commission**	Hart Office Solutions	Copier Rental for Vital Statistics	$124.14						

001-424-216-00	**Commission**	Alpha Energy Solutions	Service Call: Commission	$1,110.00						
001-424-216-00	**Commission**	Alpha Energy Solutions	Service Call: Commission	$1,314.00						
001-424-230-00	**Commission**	Software Sytems Incorporated	Courthouse Contractual - Level 2 & 3 Maintenance - January 31, 2026	$2,014.20						
001-401-223-01	**Commission**	Simmerman Law Office, PLLC	General Advice - Attorney Fees and Expenses through January 31, 2026	$26,924.24						
001-424-219-00	**Commission**	US Cellular	Harrison County Commission Phone Bill	$2,749.96						
001-424-211-00	**Commission**	US Cellular	Harrison County Commission Phone Bill	$1,333.25						
001-424-213-00	**Commission**	Mon Power	Public Safety Building Electric Utility Bill	$1,153.95						
001-424-458-01	**Commission**	Mon Power	VA Rail Trail Electric Utility Bill	$132.98						
001-424-213-00	**Commission**	Mon Power	609 W. Main Street Electric Utility Bill	$1,032.60						
001-424-213-00	**Commission**	Mon Power	633 W. Pike Street Electric Utility Bill	$646.39						
001-424-213-00	**Commission**	Mon Power	County Parking Lot Electric Utility Bill	$11.82						
001-424-213-00	**Commission**	US Bank	Greater Harrison PSD - Quiet Dell School Water Utility Bill	$48.71						

001-401-458-03	**Commission**	Wesbanco Trust & Investment Services	Semi Annual Debt Service Payment Due March 15, 2026	$282,427.86						
001-401-222-00	**Commission**	Lexis Nexis	Multiple Invoices - 19 WV Code 2025 Replacement Volume 11 Books, 2 Handbooks on Evidence for WV Lawyers 2025 set, 18 WV Code Court Ruled 2026 Edition 2 Volume	$12,321.00						
001-424-230-00	**Commission**	Schindler Elevator Corp	Elevator Preventative Maintenance for General Service Building	$5,388.38						
027-716-341-00	**Commission**	Shinnston Ace Hardware	Supplies/Water tank	$73.59						
001-424-341-00	**Commission**	US Bank - Amazon	Slot Punch for ID Cards	$17.64						
001-424-341-00	**Commission**	US Bank - Amazon	Blue Pen Restock for Commission Office	$220.30						
001-424-459-00	**Commission**	US Bank - Amazon	New Laptop for HR Generalist	$639.99						
001-401-222-00	**Commission**	US Bank - Amazon	Membership Monthly Fee refunded due to changing to yearly	-$14.99						
001-401-222-00	**Commission**	US Bank - Amazon	Yearly Membership fee	$139.00						
001-401-222-00	**Commission**	US Bank - Sams Club	Sams Club Membership Fees	$64.20						

001-401-222-00	**Commission**	US Bank	ESRI - GIS Software Subscription for Mike Pizzino	$363.29						
001-717-343-00	**Commission**	Fleetcor (dba Fuelman)	Gasoline Purchases for January, 2026	$15,556.58						
001-424-219-00	**Commission**	US Bank	New Copiers for the Prosecuting Attorneys Office	$716.58						
001-424-230-00	**Commission**	UniFirst Corp	Weekly Rugs / Maintenance Supplies for the Courthouse	$168.93						
	Commission	Thrasher	Taske Order #10 Phase 1 Map - Map, Site Assessment, Conceptual Cost Estimate	$13,000.00						
001-401-232-00	**Commission**	Truist	Truist Account Payoff	$3,079.18						
001-424-211-00	**Commission**	Charter Communications	Internet for the Extension Service	$229.99						
001-424-341-00	**Commission**	US Bank	Amazon - Wireless Keyboard and mouse for Grants, (5) Spare wireless keyboards & Mice	$197.70						
001-424-213-00	**Commission**	Mon Power	General Service Building Electric Utility Bill	$11,101.46						
001-401-220-00	**Commission**	The Exponent Telegram	Legal Ad: Seeking Bids for the Demolition of 11 Structures	$25.70						

072-731-223-00	**Community Corrections**	Alcohol Monitoring Systems	Monitoring and Monthly Rental Fees for January, 2026				$3,300.53			
072-731-221-00	**Community Corrections**	Solid Ground Therapy Services	Clinical Supervision - January, 2026				$250.00			
072-731-223-00	**Community Corrections**	OpAns	DBS Toxicology Panels - January, 2026				$5,700.00			
072-731-222-00	**Community Corrections**	BestNotes, LLC	Monthly Fees - January, 2026				$620.00			
072-731-341-00	**Community Corrections**	Aqua Filter Fresh Inc.	Admin Charge, 5 Gal Spring Water, Monthly Fee - February, 2026				$47.30			
072-731-341-00	**Community Corrections**	Micro Distributing LTD	10 Panel Hair Test				$725.00			
072-731-223-00	**Community Corrections**	Redwood Toxicology Laboratory, Inc.	December, 2025 Urine Analysis				$8,050.40			
072-731-341-00	**Community Corrections**	The Honey Baked Ham	Advisory Board Lunch				$287.76			
072-731-235-00	**Community Corrections**	DMV Safety and Treatment Services	Multiple Invoices for Safety and treatment classes - January, 2026				$2,625.00			
072-731-235-00	**Community Corrections**	Taylor Rolenson	Safety and Treatment Classes - Nov, 2025 & Jan, 2026				$1,650.00			
072-731-235-00	**Community Corrections**	Upshur County Day Report Center	Initial Drug Screens for November, 2025 , and January, 2026				$275.00			

072-731-various	**Community Corrections**	Corporate Payment Systems	Planner, Disinfecting wipes, printer table, label maker, paper, FedEx				$162.03			
072-731-217	**Community Corrections**	Corporate Payment Systems	Hurricane Wrecker & Towing				$714.15			
072-731-223-00	**Community Corrections**	Micro Distributing II, LTD	Hair Mega Panel, 16 Panel Drug Test, Additional Substances				$34,678.85			
072-731-341-00	**Community Corrections**	Change Companies, Inc	Responsible decisions workbook				$246.84			
072-731-341-00	**Community Corrections**	US Bank	Amazon - Nurse Station PC				$747.99			
001-413-341-00	**County Clerk**	Casto & Harris	NCOA Cards & Postage	$7,653.57						
001-401-240-00	**County Clerk**	Carol Hall	Fitness Reimbursement	$53.60						
003-716-341-00	**County Clerk**	National Band & Tag Company	Rabies Tags							$1,428.00
001-717-341-00	**County Garage**	Parcs Superstores	Supplies - Plain Washer, Guage Collar, Pin, Oil Filter Cartridge, Fuel Filter Cartridge, A/C Assembly Element, Gal of Oil	$418.00						
001-717-341-00	**County Garage**	Chenoweth Ford	Supplies - (5) TPMS Sensors	$292.05						

001-717-341-00	**County Garage**	Fisher Auto Parts	Supplies - (2) Premium Automotive Batteries	$572.35						
001-717-217-00	**County Garage**	Harry Green 7 Acres	Parts - Plate #504754 - 4 Wheel Alignment	$135.95						
001-717-217-00	**County Garage**	Collision Plus	Parts - Plate #504754 - Parts, Body Labor, Refinish Labor, Paint & Supplies, Hazardous Waste Disposal, Cover for Car for Paint	$6,316.33						
001-717-217-00	**County Garage**	US Bank	Amazon - Headlight for Deputy Sheriff Reserves Vehicle	$42.49						
001-717-230-00	**County Garage**	US Bank	Auto Auth Subscription for Garage - Scan Tool Subscription	$64.20						
001-717-217-00	**County Garage**	Toothman Ford	Parts-Dump Truck	$9,998.82						
001-717-341-00	**County Garage**	Chenoweth Ford	Multiple Invoices - Supplies - (6) Air Clean Assemblies, (12) Oil Filter Assemblies	$218.16						
001-717-341-00	**County Garage**	Chenoweth Ford	Purchase and return of (6) Air Clean Element Assemblies due to wront pricing	$0.00						

001-717-217-00	**County Garage**	Chenoweth Ford	Multiple Invoices - Parts - Various Plate #'s: Bolts, Brake Lining kit, Rotor Assemblies, Exhaust Sensor, Engine Shield, Air Deflector, Moulding, Cylindar Cover, Shaft, Front Axle Shaft, Vent Hose, Terminal Kit, Tube Assembly, Ventilation Tube	$1,899.79						
001-717-217-00	**County Garage**	Fisher Auto Parts	Parts - Plate #B54775 - Schumacher Maintainer Triling	$49.92						
001-717-217-00	**County Garage**	Fisher Auto Parts	Parts - Plate #504026 - (2) Premium Batteries 36 mo, (1) Premium Battery core	$158.59						
001-717-343-00	**County Garage**	Wholesale Tire	Tires - U/C Jeep - (4) Good Year Wrangler Workhorse AT BSW 110T	$560.00						
001-717-217-00	**County Garage**	NAPA Auto Parts (Amtower)	Parts - Plate #504107 - Flextube	$35.05						
001-424-213-00	**Courthouse**	Hope Gas	Courthouse Gas Utility Bill	$212.20						
001-416-341-00	**Family Court**	The Water Shop	Water for Family Court	$27.00						
026-713-567-07	**Fire Department**	Nutter Fort Volunteer Fire Department	Reimbursement for Loan Payment					$30,000.00		
001-424-341-00	**Grants**	The Water Shop	Water for the Grants Department	$24.00						

004-442-459-00	**Grants**	State Electric Supply Co	Multiple Invoices - Voters Grant - Election Security Supplies							$5,121.71
027-802-568-00	**Health Access**	Health Access	Third Quarter Levy Allotment			$17,750.00				
027-800-568-00	**Health Department**	Harrison Clarksburg Health Department	Third Quarter levy Allotment for FY 2025-2026 (January 2026 through March 2026)			$48,424.00				
008-705-211-00	**Home Incarceration**	US Cellular	Services through January, 2026							$488.25
008-705-341-00	**Home Incarceration**	Buddi US LLC	Smart Tags - January, 2026							$4,510.60
008-705-219-00	**Home Incarceration**	Canon Financial Services, Inc.	January, 2026 Copier Fees							$130.98
001-424-459-00	**I.T.**	US Bank - Amazon	Dell Server for the I-VU Heating and Cooling	$1,310.54						
001-700-223-00	**Law Enforcement**	Bridgeport Express Care Inc	New Employment Physicals/Misc	$480.00						
001-700-221-00	**Law Enforcement**	City of Bridgeport	Training - King, Hammond, Richardson, Thomas	$240.00						
001-700-211-00	**Law Enforcement**	Optimum	Internet	$156.02						
001-700-223-00	**Law Enforcement**	Audubon Animal Clinic	VooDoo Examination	$228.50						
001-700-221-00	**Law Enforcement**	Kentucky Association of Chiefs of Police	Law Enforcement Conference	$275.00						
001-700-345-00	**Law Enforcement**	Benny's Boot Hill	Safety Toe Shoe - Kennedy	$130.00						

001-700-223-00	**Law Enforcement**	TLG Printing Services	Part Forms, Door Hnagers	$675.00						
001-700-345-00	**Law Enforcement**	Trapuzzano's	Claypool - Black Felt Hat, Chin and Hat Strap	$170.87						
001-703-341-00	**Law Enforcement**	VEIT, LLC	Color Toner	$146.97						
001-700-225-00	**Law Enforcement**	Skasiks Cleaners	Dry Cleaning	$234.30						
001-700-various	**Law Enforcement**	First Guaranty Bank	Credit Card Charges	$107.00						
001-700-various	**Law Enforcement**	First Guaranty Bank	Deputies Credit Card Charges	$785.86						
001-700-various	**Law Enforcement**	First Guaranty Bank	Credit Card Charges for Robey and Kraemer	$1,588.99						
001-700-219-00	**Law Enforcement**	US Cellular	Cellular Bill	$2,565.54						
001-916-568-00	**Library**	Clarksburg-Harrison Public Library	Third Quarter Levy Allotment for the Clarksburg-Harrison Public Library	$68,748.50						
001-416-341-00	**Magistrates**	The Water Shop	Water for Harrison County Magistrate Mike Weiss	$27.00						
001-416-341-00	**Magistrates**	The Water Shop	Water for the Magistrate Clerks	$21.00						
001-424-341-00	**Maintenance**	George L. Wilson	Supplies - (1) Push Plate, (1) Pull Plate	$62.56						
001-424-341-00	**Maintenance**	US Bank	QXO Clarksburg Branch - ACO Millcreek D5DL Sandstone	$225.94						

001-424-341-00	**Maintenance**	State Electric Supply Co	Supplies - Light Bulbs for the Courthouse	$321.26						
001-424-341-00	**Maintenance**	George L. Wilson	Supplies - (1) Pull Plate for the Sheriff's Office	$47.70						
001-424-341-00	**Maintenance**	Lowes	Supplies - (4) 50lb Magnesium Chloride	$72.12						
001-424-341-00	**Maintenance**	Whaley Distributing Company	Supplies - (98) Rock Salt 50#	$979.02						
001-424-341-00	**Maintenance**	Lowes	Supplies for Maintenance	$237.19						
001-424-341-00	**Maintenance**	Whaley Distributing Company	(48) Ice Melt	$2,315.88						
001-424-341-00	**Maintenance**	R.D. Wilson Sons & Co	Supplies - (15) 8oz Foam Cups White, (30) 30x37 Natural 10mic	$583.38						
001-424-341-00	**Maintenance**	Whaley Distributing Company	Supplies - (49) Rock Salt 50#	$489.51						
001-424-341-00	**Maintenance**	Liberty Distributors	Supplies - (2) Stainless Steel Cleaner Polish, (10) Febreeze Air Fresheners, (20) Can Liners, (20) Can Liners, (5) Cleaner Degreaser Disinfectant	$1,874.50						

001-424-341-00	**Maintenance**	Shinnston Ace Hardware	Supplies - (4) Fuel Hose, (4) Fuel Hose, (2) SNGL SHV SWVL, (2) sngl shv swv ey ply, (4) Bolt Snap, (4) Bolt Eye lag, (1) Rope Brad Poly	$73.59						
027-900-213-00	**Parks & Rec.**	Mon Power	Wallace Park Electric Utility Bill			$104.05				
027-900-216-00	**Parks & Rec.**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Rec Center			$238.89				
027-900-213-00	**Parks & Rec.**	Mon Power	Parks & Rec Complex Electric Utility Bill			$2,332.72				
027-900-213-00	**Parks & Rec.**	Enlarged Hepzibah PSD	Water & Sewer for Spelter for Spelter Ball Field			$82.41				
027-900-213-00	**Parks & Rec.**	Clarksburg Water Board	Parks & Rec Complex Water Utility Bill			$175.65				
027-900-215-00	**Parks & Rec.**	Marsh	Mason Drill Bits			$29.84				
027-900-341-00	**Parks & Rec.**	John Deere Financial	Refill Propane Tanks			$29.51				
027-900-230-00	**Parks & Rec.**	UniFirst Corp	Weekly Rugs and Maintenance Supplies			$47.13				
027-900-223-00	**Parks & Rec.**	US Bank	Swank Motion Pictures Public Performance Licensing for upcoming movie night			$345.00				

027-900-341-00	**Parks & Rec.**	US Bank	Oriental Trading - Décor Items for upcoming game night			$30.93				
027-900-215-00	**Parks & Rec.**	US Bank	Amazon - replace utility sink in storage room			$219.99				
027-900-341-00	**Parks & Rec.**	US Bank	Amazon - items and décor for upcoming game night and mothers day tea events, quick printer for onsite photos to give away to participants			$380.43				
027-900-341-00	**Parks & Rec.**	US Bank	Amazon - décor for upcoming game night event			$35.98				
027-900-341-00	**Parks & Rec.**	US Bank	Amazon - décor for upcoming mothers day tea event			$45.98				
027-900-341-00	**Parks & Rec.**	US Bank	Amazon - headband game for upcoming game night			$27.99				
027-900-215-00	**Parks & Rec.**	US Bank	Amazon - restroom signs			$37.80				
027-900-215-00	**Parks & Rec.**	US Bank	Amazon - Caster Wheels to repair chair cart			$59.76				
027-900-341-00	**Parks & Rec.**	US Bank	Walmart - Items for Smore event			$50.65				
027-900-211-00	**Parks & Rec.**	Charter Communications (Spectrum)	Internet / Phone Bill for January, 2026			$213.94				
027-900-213-00	**Parks & Rec.**	Clarksburg Water Board	Water Bill - Wallace Account			$36.12				

027-900-213-00	**Parks & Rec.**	Mon Power	Summit Park Field Electric Utility Bill			$10.00				
027-900-213-00	**Parks & Rec.**	Enterprise Sanitation	Garbage Utility Service Bill			$463.87				
001-106-001-00	**Parks & Rec.**	Sheriff & Treasurer of Harrison County	Petty Cash for Parks & Rec - Program Start up and Concessions	$200.00						
001-439-223-00	**Planning**	Pinacle Consultants	Asbestos Testing for Multiple Addresses	$120.00						
001-424-341-00	**Planning**	The Water Shop	Water for the Planning Department	$24.00						
001-701-219-00	**Process**	US Cellular	Cellular Bill	$201.12						
001-701-341-00	**Process**	The Water Shop	Water for Process	$42.00						
001-701-225-00	**Process**	Skasiks Cleaners	Dry Cleaning Process	$99.00						
001-405-223-00	**Prosecutor's Office**	Megan N. Joseph, CCR	In RE: M.E., Case No. 25-JA-115 - Transcript - In Camera Testimony of M.E.	$65.45						
001-405-341-00	**Prosecutor's Office**	Aqua Filter Fresh, Inc	Water for the Prosecuting Attorney's Office	$121.05						
001-405-various	**Prosecutor's Office**	Visa	Aqua Filter Fresh, Amazon, Staples, Finance Charge	$199.72						
001-405-214-00	**Prosecutor's Office / Pros Atty**	Rachel Romano	Travel Reimburse / Mileage	$440.73						
001-405-222-00	**Prosecutor's Office / Pros Atty**	Matthew Bender & Co., Inc	WV Evidence Handbook 2025 / Supplement Set	$894.46						
001-704-344-00	**Regional Jail**	WV Regional Jail	Inmate Housing/Jan 2026	$189,015.84						

027-730-225-00	**Security**	Skasiks Quality Cleaners	Dry Cleaning for John Walker			$18.05				
001-401-240-00	**Sheriff & Treasurer**	Sheriff & Treasuer	Keavney Estate - Mortgage Payment	$4,478.33						
001-404-341-00	**Sheriff & Treasurer**	First Guaranty Bank - Visa	Misc. Office Supplies	$1,225.41						
027-952-215-00	**Senior Center**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Senior Center			$366.66				
027-952-568-00	**Senior Center**	Harrison County Senior Citizens Center, Inc	Second Semi-nnual Levy Allotment (January 2026 - June 2026)			$95,000.00				
001-703-345-00	**Staging**	Bennys Boot Hill	Safety Toe Shoe - Peyatt	$170.91						
001-703-341-00	**Staging**	The Water Shop	Water for Staging	$42.00						
001-424-216-00	**Storage Garage**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Storage Garage	$366.67						
				$773,850.46	**$0.00**	**$262,660.15**	**$60,080.85**	**$62,000.00**	**$0.00**	**$184,789.78**
						Grand Total:	**$1,343,381.24**			

Commissioner's Signature

2/18/2026

Date of Meeting

Sent to Bookkeeping to be paid early

Commissioner's Signature

Commissioner's Signature

6-A.

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Real Estate

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

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

On the 18th day of February, 2026 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **MATHENY MARTHA ETAL** whose address is, 852 JACKS RUN RD CLARKSBURG, WV 26301, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **91800** on **44.04 AC JACK RUN & 65.46 AC COAL O&G**, Class **2** in **COAL-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **71800**, Class **2** in and for the year **2025**, resulting in a difference in assessed value of **20000**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2025**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned property should have received Disability exemption. It was erroneously left off. Exonerate a value of 20,000 at a Class 2 rate of levy to correct the overcharge.

District: **07 - COAL-OUTSIDE**
Account No. **06256473**
Ticket No. **23002**
Tax Year **2025**
Parcel ID: **07 288000100000000**

Amount Exonerated: **$233.00**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

EX-RE7847

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Real Estate

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

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

On the 18th day of February, 2026 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **PETITTO KAREN** whose address is, PO BOX 277 WEST MILFORD, WV 26451, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **930540** on **22.873 AC WEST FORK**, Class **2** in **UNION-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **222060**, Class **2** in and for the year **2025**, resulting in a difference in assessed value of **708480**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2025**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned pole building had an override value when in fact it didn't need the override value. Exonerate a value of 708,480 at a Class 2 rate of levy to correct the overcharge.

District: **20 - UNION-OUTSIDE**
Account No. **06803667**
Ticket No. **76654**
Tax Year **2025**
Parcel ID: **20 366001300020000**

Amount Exonerated: **$8253.80**

PRESENT: Prosecuting Attorney

(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

EX-PP7854

EXONERATIONS

STATE OF WEST VIRGINIA **COUNTY OF HARRISON**

Personal Property

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

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

On the 18th day of February, 2026 issue the following order, which was made and entered, to-wit:

Upon application of CRICHARDS for **MARION DOCKS INC** whose address is, 345 CHAPEL BROOK DR BRIDGEPORT, WV 26330, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **200032** on **Machinery and Equipment**, Class **3/4** in **SIMPSON-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **111090**, Class **3/4** in and for the year **2025**, resulting in a difference in assessed value of **88942**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2025**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned taxpayer in error reported the piece of equipment here which was located at a mine in Barbour County and taxed there for the 2025 tax year. Exonerate a value of 88942 at a class 3 rate of levy to correct the overcharge. Please remove the 00 ME - MACH (88942) from the vehicle description.

District: **15 - SIMPSON-OUTSIDE**
Account No. **1411350**
Ticket No. **819672**
Tax Year **2025**

Amount Exonerated: **$2072.35**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

7-A.

FORM OF REQUISITION
FOR PAYMENT FROM SERIES A
ADMINISTRATIVE EXPENSE FUND

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

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

REQUISITION FOR PAYMENT NO. (02/18/26)

THE COUNTY COMMISSION OF HARRISON COUNTY (the "Issuer"), by its duly Authorized Representatives, hereby certifies, in connection with this Requisition for Payment from Series A Administrative Expense Fund (the "Requisition") under a Development Agreement for the above captioned bonds (the "Series 2008 A Bonds"), dated March 5, 2008 (the "Development Agreement") between the Issuer and the Developer, that:

1. Terms used herein and not otherwise defined herein shall have the meanings given such terms in the Development Agreement or the Indenture of Trust for the Series 2008 A Bonds, dated March 5, 2008 as supplemented and amended (the "Series 2008 A Trust Indenture") between the Issuer and UMB Bank as substitute trustee under the Series 2008 A Trust Indenture.

2. The amount requested to be transferred from the Revenue Fund to the Series A Administrative Expense Fund is necessary to pay Administrative Expenses incurred during the preceding six month period.

3. The amount requested to be disbursed from the Series A Administrative Expense Fund by this Requisition: (a) is a portion of the Administrative Expenses authorized for funding under the Series 2008 A Trust Indenture and Development Agreement, and (b) is an authorized expenditure under the Project Plan and the Act.

4. The total amount requested to be transferred from the Revenue Fund to the Series A Administrative Expense Fund pursuant to this Requisition is **$1,468.75**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$1,468.75.** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$1,468.75** is to be paid to a third party payee that is not affiliated with the Developer or on a joint basis to the Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Representative this **18th day of February, 2026.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

MuniCap, Inc.	Invoice #012026-099	Date: 01/28/2026	$1,468.75
		Total	**$1,468.75**

20061A

INVOICE

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

Invoice Date	Invoice #
1/28/2026	012026-099

Balance Due $1,468.75

Remit check to: or Wire & ACH Instructions:

MuniCap, Inc.
PO Box #119
Simpsonville, MD 21150

Our banking info has changed:

Bill To:

The County Commission of Harrison County
ATTN: Susan Thomas, President
229 South 3rd Street
Clarksburg, WV 26301

Project: Charles Pointe Series 2008 1394

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date 1/28/2026

Invoice # 012026-099

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

Terms	Client #
Net 30	1394

Project: Charles Pointe Series 2008

Item	DATE	Description	Hrs	Amount
Manager (SAM)	12/3/2025	Remit tax memorandum update.	0.25	56.25
Manager (SAM)	12/4/2025	Prepare, review, remit, and update tax update page requested by legal. File revenue source received.	1.25	281.25
Vice Pres (PSK)	12/5/2025	Attend board meeting.	0.5	125.00
Manager (SAM)	12/5/2025	Prepare for and present tax memorandum update during board meeting.	1.75	393.75
Manager (SAM)	12/9/2025	Update account reconciliation file with monthly transactions.	0.75	168.75
Sr Assoc (MS)	12/10/2025	Prepare account statements for updating account reconciliation.	0.25	50.00
Manager (SAM)	12/11/2025	Review and confirm tax bill updates with legal.	0.75	168.75
Manager (SAM)	12/18/2025	Update account reconciliation file with November transactions.	0.5	112.50
Director (JLA)	12/30/2025	Assist with identification and provision of material information related to on-going compliance.	0.5	112.50
		Subtotal Fees:		1,468.75

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

Total **$1,468.75**

PK

Billing Inquiries? Call (443) 539-4104

E

8-A.

REQUISITION FOR PAYMENT FROM ADMINISTRATIVE EXPENSE FUND

$36,500,000
The County Commission of Harrison County
Special District Excise Tax Revenue and Improvement Bonds,
Series 2019 A
(Charles Pointe Economic Opportunity Development District)

$12,280,000
The County Commission of Harrison County
Subordinate Special District Excise Tax Revenue and Refunding Bonds
Series 2019 B
(Charles Pointe Economic Opportunity Development District)

REQUISITION FOR PAYMENT NO. 116 (02/18/26)

The County Commission of Harrison County, a public corporation and governing body of Harrison County, a political subdivision of the State of West Virginia (the "*Issuer*"), by its Authorized Officer, hereby certifies in connection with this Requisition for Payment from Administrative Expense Fund (the "*Requisition*") pursuant to an Indenture of Trust (the "*Indenture*") for the above captioned bonds (the "*Series 2019 Excise Tax Bonds*"), dated as of August 16, 2019, by and between the Issuer and Wilmington Trust, N.A., as trustee, pursuant to which UMB Bank, N.A., serves as successor trustee (the "*Trustee*"), and agreed to by the Charles Pointe Economic Opportunity Development District Board (the "District Board") and pursuant to a Development Agreement for the Series 2019 Excise Tax Bonds, dated as of August 16, 2019 (the "*Development Agreement*") by and among the Issuer, the District Board, Genesis Partners, Limited Partnership, a West Virginia limited partnership (the "*Developer*") and Charles Pointe Crossing, LLC, a West Virginia limited liability company (the "*Site Developer*") that:

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

2. The amount requested to be disbursed by this Requisition: (a) is a portion of the Administrative Expenses authorized for funding under the Indenture and Development Agreement, (b) is an authorized expenditure under the Project Plan and the EODD Act, and (c) such requested expenditures, when combined with previous disbursements from the Administrative Expense Fund during the current Bond Year do not exceed $80,000 in the aggregate for such Bond Year.

3. The total amount requested to be disbursed pursuant to this Requisition is **$6,463.75** As set forth in the invoices attached hereto, of the total amount of such disbursement:

(a) **$ -0-** is to be paid to the Issuer, the District Board, the Developer or Site Developer as reimbursement to the Issuer, the District Board, the Developer or Site

Developer for an invoice or statement previously paid by the Issuer, the District Board, the Developer or the Site Developer; and

(b) **$6,463.75.** is to be paid to a third party payee that is not affiliated with the Issuer, the District Board, the Developer or the Site Developer or on a joint basis to the Issuer, the District Board, the Developer or the Site Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its Authorized Officer this **18th day of February, 2026.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

MuniCap, Inc.	Invoice #012026-271	Date: 01/28/2026	$ 6,463.75
		Total	**$ 6,463.75**

INVOICE

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

Invoice Date	Invoice #
1/28/2026	012026-271

Balance Due $6,463.75

Remit check to: MuniCap, Inc.
PO Box #119
Simpsonville, MD 21150

or

Wire & ACH Instructions:
Our banking info has changed:

Bill To:
Gina Jones
Director of Grants and Special Proj.
Harrison County Commission
229 South 3rd Street
Clarksburg, WV 26301

Project: Charles Pointe 2019 2024

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date 1/28/2026

Invoice # 012026-271

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

Terms: Net 30 | Client #: 2024

Project: Charles Pointe 2019

Item	DATE	Description	Hrs	Amount
Exec VP (MD)	12/19/2025	Review QuickBooks database for 1099 information.	0.25	68.75
Assoc (JJD)	12/19/2025	Update excise tax database for November.	0.5	87.50
Proj Mgr (VVJ)	12/23/2025	Review November journal entries and support.	0.25	53.75
Sr Assoc (OO)	12/23/2025	Prepare November journal entries.	0.5	100.00
Proj Mgr (VVJ)	12/29/2025	Confirm November QuickBooks balances and approve journal entries. Revise FY25 financial statements and record additional journal entries.	1.5	322.50
Sr Assoc (OO)	12/29/2025	Post November journal entries in QuickBooks.	0.25	50.00
Director (JLA)	12/30/2025	Assist with identification and provision of material information related to on-going compliance.	0.5	112.50
Exec VP (MD)	12/30/2025	Review additional accruals and adjusting entries.	0.25	68.75
Proj Mgr (VVJ)	12/30/2025	Revise FY25 draft audit report.	1.5	322.50
		Subtotal Fees:		6,463.75

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

Total **$6,463.75**

PK

Billing Inquiries? Call (443) 539-4104

E

201948

INVOICE

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

Invoice Date	Invoice #
1/28/2026	012026-271

Balance Due

Remit check to: or Wire & ACH Instructions:

MuniCap, Inc.
PO Box #119
Simpsonville, MD 21150

Our banking info has changed:

Bill To:

Gina Jones
Director of Grants and Special Proj.
Harrison County Commission
229 South 3rd Street
Clarksburg, WV 26301

Project: Charles Pointe 2019 2024

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date 1/28/2026

Invoice # 012026-271

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

Terms	Client #
Net 30	2024

Project: Charles Pointe 2019

Item	DATE	Description	Hrs	Amount
Manager (SAM)	12/1/2025	Review annual statutory report comments and provide draft to the developer for review.	1.75	393.75
Sr Assoc (OO)	12/1/2025	Review QuickBooks database for missing W9 information.	0.25	50.00
Manager (SAM)	12/2/2025	Update statutory report according to proposed changes received and remit final report.	1.25	281.25
Proj Mgr (VVJ)	12/3/2025	Review October journal entries and support.	0.25	53.75
Manager (SAM)	12/4/2025	Review indenture and records related to record of advance and correspond with the developer.	2.5	562.50
Proj Mgr (VVJ)	12/4/2025	Provide FY25 audit report to the Board.	0.25	53.75
Sr Assoc (OO)	12/4/2025	Post October journal entries in QuickBooks.	0.25	50.00
Manager (SAM)	12/5/2025	Organize deposit files and correspond with trustee related to record of advances. File revenue source received.	2.25	506.25
Manager (SAM)	12/9/2025	Update account reconciliation file with monthly transactions.	0.75	168.75
Proj Mgr (VVJ)	12/10/2025	Confirm October QuickBooks balances and approve journal entries. Prepare October financial report and email to the Counsel and Board. Prepare for the Board meeting presentation.	1.5	322.50
Exec VP (MD)	12/11/2025	Attend board meeting.	1.75	481.25
Vice Pres (PSK)	12/11/2025	Attend board meeting.	1.5	375.00
Proj Mgr (VVJ)	12/11/2025	Attend board meeting.	1.75	376.25
Manager (SAM)	12/11/2025	Prepare for and attend board meeting. Review revenue database entries.	2.5	562.50
Proj Mgr (VVJ)	12/12/2025	Review Series 2019C requisitions and bond documents in order to determine if they should be recorded in the FY25 financial statements.	1	215.00
Exec VP (MD)	12/16/2025	Review bond documents with associate and discuss treatment of Series 2019 C Bonds.	0.25	68.75
Proj Mgr (VVJ)	12/17/2025	Review Charles Pointe 2019C Bonds documents and begin working on the FY25 financial statements revisions.	1	215.00
Sr Assoc (MS)	12/17/2025	Prepare account statements for updating account reconciliation.	0.25	50.00
Manager (SAM)	12/18/2025	Update account reconciliation file with November transactions.	0.75	168.75
Proj Mgr (VVJ)	12/18/2025	Work on FY25 financial statements and draft audit report revisions.	1.5	322.50

Total

PK

Billing Inquiries? Call (443) 539-4104

E

9-A.

REQUISITION FOR PAYMENT
FROM ADMINISTRATIVE EXPENSE FUND

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

$6,422,000
The County Commission of Harrison County
Subordinate Tax Increment Revenue Bonds
Series 2021 B Taxable
(Development District No. 3 – White Oaks)

REQUISITION FOR PAYMENT NO. 57

The County Commission of Harrison County, a public corporation and governing body of Harrison County, a political subdivision of the State of West Virginia (the "Issuer"), by its duly Authorized Officer, hereby certifies, in connection with this Requisition for Payment from Administrative Expense Fund (the "Requisition") under an Indenture of Trust, for the above captioned Bonds (the "Series 2021 Bonds"), dated as of May 15, 2021 (the "Original Indenture") between the Issuer and WesBanco Bank, Inc. as replacement trustee, (the "Trustee"), as supplemented and amended by a First Supplemental Indenture of Trust (the "First Supplemental Indenture of Trust") dated as of August 11, 2023, and a Second Supplemental Indenture of Trust (the "Second Supplemental Indenture"), dated July 19, 2024 (the "Second Supplemental Indenture" and together with the Original Indenture and the First Supplemental Indenture, the "Indenture"), that:

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

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

3. The total amount requested to be disbursed pursuant to this Requisition is **$1,989.00**. As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **$1,989.00** is to be paid to a third party payee that is not affiliated with the Issuer or on a joint basis to the Issuer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Officer this **18th day of February, 2026.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

Phillips Gardill Kaiser & Altmeyer	Invoice #62288	Date: 01/12/2026	$ 1,989.00
		Total	**$ 1,989.00**

Phillips Gardill Kaiser & Altmeyer, PLLC

61 Fourteenth Street
Wheeling, West Virginia 26003

January 28, 2026

Billing 12/31/2025

Kerrie Weisenborn
VP & Corporate Trust Manager
WesBanco Bank, Inc.
1 Bank Plaza
Wheeling, WV 26003

Bill number 62288 DKS
Client - Matter W00500-00553

The County Commission Harrison County Subordinate Tax Increment Revenue Bonds, Series 2021 B Taxable (Development District No. 3 - White Oaks)

Professional Services Rendered

11/07/2025	DKS	Emails from Tom Aman with draft documents re: proposed modification to the 2021 B Bonds to increase the par amount and pull the prior file; begin review of the documents.	1.00 hrs	390.00 /hr	$390.00
11/11/2025	DKS	Review of the Third Supplemental Indenture; Amended and Restated Bond in the amount of $7,422,000; review the Requisitions, Opinion Letter and the original Indenture; email from Tom Aman regarding intereset being held; email to Kerrie Weisenborn.	2.50 hrs	390.00 /hr	$975.00
11/17/2025	DKS	Email from Tom Aman and Kerrie Weisenborn re: draft documents and comments to the same; review updated documents and confirm Amendment numbers to Bond.	0.80 hrs	390.00 /hr	$312.00
11/19/2025	DKS	Email from Tom Aman with final documents to be executed and review; additional email from Kerrie Weisenborn re: signatures and wire information.	0.60 hrs	390.00 /hr	$234.00
11/21/2025	DKS	Emails re: confirmation of closing documents and closing.	0.20 hrs	390.00 /hr	$78.00

Total professional services $1,989.00

BILL SUMMARY

Total fees billed	5.10 hrs	$1,989.00
Net current charges		$1,989.00
Net balance forward		$0.00
Total balance now due		**$1,989.00**

Please include your bill number with remittance.

13.

COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

ORDER re: COURTHOUSE SECURITY PERSONNEL – OPERATIONAL CONTROL, SCHEDULING AND SUPERVISION – FUNDING RESPONSIBILITY

WHEREAS, per W. Va. Code § 7-3-2, W. Va. Code 7-1-3m and W. Va. Code 7-7-7, as interpreted and applied by the West Virginia Supreme Court, a County Commission is a joint employer with other constitutional officials of County employees; and

WHEREAS, because courthouse and public facility security officers are necessary to the efficient operation(s) of a county judicial/public facility a County Commission has the authority to employ such personnel; and

WHEREAS, the Harrison County Commission has caused a Vital Services Levy to be presented to the voters of Harrison County which provides funding for courthouse security personnel; and,

WHEREAS, said levy has been approved by the voters of Harrison County through the public fiscal year ending June 30, 2026; and

WHEREAS, it is the desire and intent of the Harrison County Commission for the Sheriff's Office to maintain operational, scheduling and supervision for courthouse security personnel with input of the Harrison County Commission;

WHEREAS, the Harrison County Commission's overarching goal through this process/procedural change is to ensure courthouse security is more than adequate through efficient and effective scheduling and staffing which maximizes taxpayer/levy fund use;

WHEREAS, the Harrison County Commission has previously advised the Harrison County Sheriff of impending changes related to courthouse security, and invited the Harrison County Sheriff to participate in a joint discussion surrounding courthouse security and future staffing/funding, and the Harrison County Commission and Harrison County Sheriff's Office, along with other key stakeholders, have had continued dialogue related to courthouse security;

NOW THEREFORE, BE IT RESOLVED, the Harrison County Commission does hereby revoke all prior Orders related to courthouse security, and hereby further directs that the essential functions of courthouse security shall be delegated as follows, with the responsible office/department to mutually coordinate and collaborate on a forward basis to ensure that efficient and effective courthouse security is being implemented:

TASK/DESCRIPTION	HARRISON COUNTY COMMISSION	HARRISON COUNTY SHERIFF'S DEPARTMENT
Job Postings	X	X
Interview Process	X	X
Hiring	X	X
Scheduling		X
Discipline		X
Firing	X	X
Job Description	X	
Overtime	X	X
Capital Expenditures (Uniforms, Equipment, Cameras, ect)	X	
Designated Comm. Contact		
Designated Sheriff Supervisor		

NOT THEREFORE, BE IT RESOLVES THAT the administrative staff of the Harrison County Commission ARE HEREBY DIRECTED to take the necessary steps to communicate and provide this Order to the appropriate officials and staff – effective immediately.

DATED: _____

_____
Commission President

_____
Commissioner

_____
Commissioner

POSITION DESCRIPTION

TITLE: Courthouse Security Officer

EXEMPT (Y/N): BUDGET CODE:
LOCATION: DEPARTMENT:
SUPERVISOR:
PREPARED BY: Human Resources Director DATE:
APPROVED BY: County Commission DATE:

SUMMARY

The Courthouse Security Officer is responsible for maintaining the safety, security, and orderly operation of the courthouse and associated premises. This position works closely with judges, court personnel, law enforcement agencies, and the public to ensure a secure environment for court proceedings and related activities.

Courthouse Security Officers serve as a visible security presence, enforce Courthouse security protocols, respond to emergencies, and provide professional assistance to visitors while maintaining the integrity and dignity of the judicial process.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Other duties may be assigned)

The essential duties and responsibilities of the Courthouse Security Officer include, but are not limited to, the following:

- Monitor and control access to courthouse facilities, courtrooms, and restricted areas
- Conduct security screenings for weapons, contraband, or prohibited items at designated entrances
- Provide security escorts for judges, jurors, court personnel, and others as required
- Respond promptly and appropriately to emergencies, disturbances, conflicts, or security threats
- De-escalate volatile situations in accordance with training and established protocols

- Document and report security incidents, violations, suspicious activity, and daily operations
- Cooperate and coordinate with law enforcement agencies and emergency responders as necessary
- Maintain a thorough understanding of court procedures, security policies, and emergency protocols
- Provide professional customer services and assistance to court visitors and staff
- Prepare and maintain detailed logs, reports, and records related to security operations, visitor interactions and incidents

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential function.

- High school diploma or equivalent
- Previous experience in security, law enforcement, or a related field
- Strong observational skills and the ability to remain calm under pressure
- Excellent verbal and written communication

PREFERRED QUALIFICATIONS

- Certification in security, law enforcement, or related training programs
- Experience working in a court, legal, or judicial environment
- Knowledge of emergency response procedures and security protocols

TECHNICAL SKILLS AND KNOWLEDGE

- Familiarity with security screening equipment and surveillance systems
- Proficiency in the use of communication devices, including radios and emergency alert systems
- Basic understanding of applicable laws, regulations, and procedures governing Courthouse security

TRAINING REQUIREMENTS

- Completion of required initial Courthouse security training prior to or upon assignment
- Ongoing annual or periodic training, including but not limited to:

- De-escalation techniques
- Emergency response procedures
- Legal updates related to Courthouse security

SCHEDULING REQUIREMENTS

- Must be available to work varying shifts, including early mornings, evenings, extended court sessions, or special proceedings, based on operational needs

CONFIDENTIALITY AND PROFESSIONAL STANDARDS

- Must maintain strict confidentiality regarding court proceedings, security protocols, and sensitive information encountered in the course of employment
- Must demonstrate high ethical standards, professionalism, and integrity at all times

EMPLOYMENT CONDITIONS

- Employment is contingent upon successful completion of a background check, criminal history review, and any additional screening required by law or County Policy
- Must maintain eligibility to work in a secured government facility at all times

EEOC Statement

The Harrison County Commission is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, veteran status, sexual orientation, or marital/family status. A TDD for the hearing impaired is located in the Harrison County Commission Office and the telephone number for the TDD is 304-624-8500. Anyone having questions concerning or needing special accommodations should contact the ADA Coordinator co/ Harrison County Planning Commission at 304-624-8690.

Disclaimer

This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the position. Duties and responsibilities mat be amended or reassigned as operational needs require.

17.

AGREEMENT BETWEEN THE HARRISON COUNTY COMMISSION AND ANMOORE EMS

AUTHORIZING THE DISTRIBUTION OF EMERGENCY MEDICAL SERVICES (EMS) EQUIPMENT

FUNDS PROVIDED THROUGH WEST VIRGINIA LEGISLATIVE CODE §16-4C-24.

This agreement is hereby made and entered into by and between the Town of Anmoore, West Virginia, hereinafter referred to as "ANMOORE EMS" and the Harrison County Commission, hereinafter referred to as "COUNTY."

A. PURPOSE

The purpose of this agreement is to formalize a cooperative relationship between the undersigned parties necessary for the utilization and distribution of funds provided by the State of West Virginia through legislative code §16-4C-24.

B. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. ANMOORE EMS will administer these funds as defined and directed in the following West Virginia codes and legislative rules: §16-4C-24. ANMOORE EMS is responsible and accountable for the management, distribution, and audit of these funds.
2. Funds will be distributed per the West Virginia Department of Health Memorandum dated July 7, 2025. The formula is 95% of the County Allocation shall be distributed equally among all ground agencies licensed by the Office of Emergency Medical Services that provide 911 response with transport capabilities, and 5% shall be distributed to licensed agencies that provide 911 response without transport capabilities.
3. ANMOORE EMS must submit an annual report which matches the amount of their prior distribution and it must include the following information:
    A. Total equipment cost
    B. Proof of 30% paid by agency
    C. Proof of 70% paid from other funds

    This report must be received by the Commission before additional EMS Equipment Funds will be released to the agency.

4. All funds must be expended and all equipment purchased by June 30, 2026.

This agreement shall be effective as of the date signed by ANMOORE EMS and remain in effect until the Fund is abolished or no longer funded by the State of West Virginia.

TOWN OF ANMOORE

_____

By:
Title:
Date:

HARRISON COUNTY COMMISION

_____

By: Susan J. Thomas
Title: President
Date:

AGREEMENT BETWEEN THE HARRISON COUNTY COMMISSION AND BRIDGEPORT EMS AUTHORIZING THE DISTRIBUTION OF EMERGENCY MEDICAL SERVICES (EMS) EQUIPMENT FUNDS PROVIDED THROUGH WEST VIRGINIA LEGISLATIVE CODE §16-4C-24.

This agreement is hereby made and entered into by and between the City of Bridgeport, West Virginia, hereinafter referred to as "BRIDGEPORT EMS" and the Harrison County Commission, hereinafter referred to as "COUNTY."

A. PURPOSE

The purpose of this agreement is to formalize a cooperative relationship between the undersigned parties necessary for the utilization and distribution of funds provided by the State of West Virginia through legislative code §16-4C-24.

B. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. BRIDGEPORT EMS will administer these funds as defined and directed in the following West Virginia codes and legislative rules: §16-4C-24. BRIDGEPORT EMS is responsible and accountable for the management, distribution, and audit of these funds.
2. Funds will be distributed per the West Virginia Department of Health Memorandum dated July 7, 2025. The formula is 95% of the County Allocation shall be distributed equally among all ground agencies licensed by the Office of Emergency Medical Services that provide 911 response with transport capabilities, and 5% shall be distributed to licensed agencies that provide 911 response without transport capabilities.
3. BRIDGEPORT EMS must submit an annual report which matches the amount of their prior distribution and it must include the following information:
    A. Total equipment cost
    B. Proof of 30% paid by agency
    C. Proof of 70% paid from other funds

    This report must be received by the Commission before additional EMS Equipment Funds will be released to the agency.

4. All funds must be expended and all equipment purchased by June 30, 2026.

This agreement shall be effective as of the date signed by BRIDGEPORT EMS and remain in effect until the Fund is abolished or no longer funded by the State of West Virginia.

CITY OF BRIDGEPORT

_____

By:
Title:
Date:

HARRISON COUNTY COMMISION

_____

By: Susan J. Thomas
Title: President
Date:

AGREEMENT BETWEEN THE HARRISON COUNTY COMMISSION AND CLARKSBURG FIRE DEPARTMENT AUTHORIZING THE DISTRIBUTION OF EMERGENCY MEDICAL SERVICES (EMS) EQUIPMENT FUNDS PROVIDED THROUGH WEST VIRGINIA LEGISLATIVE CODE §16-4C-24.

This agreement is hereby made and entered into by and between the City of Clarksburg, West Virginia, hereinafter referred to as "CLARKSBURG FD" and the Harrison County Commission, hereinafter referred to as "COUNTY."

A. PURPOSE

The purpose of this agreement is to formalize a cooperative relationship between the undersigned parties necessary for the utilization and distribution of funds provided by the State of West Virginia through legislative code §16-4C-24.

B. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. CLARKSBURG FD will administer these funds as defined and directed in the following West Virginia codes and legislative rules: §16-4C-24. CLARKSBURG FD is responsible and accountable for the management, distribution, and audit of these funds.
2. Funds will be distributed per the West Virginia Department of Health Memorandum dated July 7, 2025. The formula is 95% of the County Allocation shall be distributed equally among all ground agencies licensed by the Office of Emergency Medical Services that provide 911 response with transport capabilities, and 5% shall be distributed to licensed agencies that provide 911 response without transport capabilities.
3. CLARKSBURG FD must submit an annual report which matches the amount of their prior distribution and it must include the following information:
    A. Total equipment cost
    B. Proof of 30% paid by agency
    C. Proof of 70% paid from other funds

    This report must be received by the Commission before additional EMS Equipment Funds will be released to the agency.

4. All funds must be expended and all equipment purchased by June 30, 2026.

This agreement shall be effective as of the date signed by CLARKSBURG FD and remain in effect until the Fund is abolished or no longer funded by the State of West Virginia.

CITY OF CLARKSBURG

_____
By:
Title:
Date:

HARRISON COUNTY COMMISION

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

AGREEMENT BETWEEN THE HARRISON COUNTY COMMISSION AND HARRISON COUNTY EMERGENCY SQUAD AUTHORIZING THE DISTRIBUTION OF EMERGENCY MEDICAL SERVICES (EMS) EQUIPMENT FUNDS PROVIDED THROUGH WEST VIRGINIA LEGISLATIVE CODE §16-4C-24.

This agreement is hereby made and entered into by and between the Harrison County Emergency Squad, hereinafter referred to as "HC EMS" and the Harrison County Commission, hereinafter referred to as "COUNTY."

A. PURPOSE

The purpose of this agreement is to formalize a cooperative relationship between the undersigned parties necessary for the utilization and distribution of funds provided by the State of West Virginia through legislative code §16-4C-24.

B. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. HC EMS will administer these funds as defined and directed in the following West Virginia codes and legislative rules: §16-4C-24. HC EMS is responsible and accountable for the management, distribution, and audit of these funds.
2. Funds will be distributed per the West Virginia Department of Health Memorandum dated July 7, 2025. The formula is 95% of the County Allocation shall be distributed equally among all ground agencies licensed by the Office of Emergency Medical Services that provide 911 response with transport capabilities, and 5% shall be distributed to licensed agencies that provide 911 response without transport capabilities.
3. HC EMS must submit an annual report which matches the amount of their prior distribution and it must include the following information:
    A. Total equipment cost
    B. Proof of 30% paid by agency
    C. Proof of 70% paid from other funds

    This report must be received by the Commission before additional EMS Equipment Funds will be released to the agency.

4. All funds must be expended and all equipment purchased by June 30, 2026.

This agreement shall be effective as of the date signed by HC EMS and remain in effect until the Fund is abolished or no longer funded by the State of West Virginia.

HARRISON COUNTY EMERGENCY SQUAD

_____
By:
Title:
Date:

HARRISON COUNTY COMMISION

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

AGREEMENT BETWEEN THE HARRISON COUNTY COMMISSION AND NUTTER FORT FIRE DEPARTMENT AUTHORIZING THE DISTRIBUTION OF EMERGENCY MEDICAL SERVICES (EMS) EQUIPMENT FUNDS PROVIDED THROUGH WEST VIRGINIA LEGISLATIVE CODE §16-4C-24.

This agreement is hereby made and entered into by and between the Town of Nutter Fort, West Virginia, hereinafter referred to as "NUTTER FORT FD" and the Harrison County Commission, hereinafter referred to as "COUNTY."

A. PURPOSE

The purpose of this agreement is to formalize a cooperative relationship between the undersigned parties necessary for the utilization and distribution of funds provided by the State of West Virginia through legislative code §16-4C-24.

B. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. NUTTER FORT FD will administer these funds as defined and directed in the following West Virginia codes and legislative rules: §16-4C-24. NUTTER FORT FD is responsible and accountable for the management, distribution, and audit of these funds.
2. Funds will be distributed per the West Virginia Department of Health Memorandum dated July 7, 2025. The formula is 95% of the County Allocation shall be distributed equally among all ground agencies licensed by the Office of Emergency Medical Services that provide 911 response with transport capabilities, and 5% shall be distributed to licensed agencies that provide 911 response without transport capabilities.
3. NUTTER FORT FD must submit an annual report which matches the amount of their prior distribution and it must include the following information:
    A. Total equipment cost
    B. Proof of 30% paid by agency
    C. Proof of 70% paid from other funds

    This report must be received by the Commission before additional EMS Equipment Funds will be released to the agency.

4. All funds must be expended and all equipment purchased by June 30, 2026.

This agreement shall be effective as of the date signed by NUTTER FORT FD and remain in effect until the Fund is abolished or no longer funded by the State of West Virginia.

TOWN OF NUTTER FORT

_____
By:
Title:
Date:

HARRISON COUNTY COMMISION

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

AGREEMENT BETWEEN THE HARRISON COUNTY COMMISSION AND NUTTER FORT EMS AUTHORIZING THE DISTRIBUTION OF EMERGENCY MEDICAL SERVICES (EMS) EQUIPMENT FUNDS PROVIDED THROUGH WEST VIRGINIA LEGISLATIVE CODE §16-4C-24.

This agreement is hereby made and entered into by and between the Town of Nutter Fort, West Virginia, hereinafter referred to as "NUTTER FORT EMS" and the Harrison County Commission, hereinafter referred to as "COUNTY."

A. PURPOSE

The purpose of this agreement is to formalize a cooperative relationship between the undersigned parties necessary for the utilization and distribution of funds provided by the State of West Virginia through legislative code §16-4C-24.

B. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. NUTTER FORT EMS will administer these funds as defined and directed in the following West Virginia codes and legislative rules: §16-4C-24. NUTTER FORT EMS is responsible and accountable for the management, distribution, and audit of these funds.
2. Funds will be distributed per the West Virginia Department of Health Memorandum dated July 7, 2025. The formula is 95% of the County Allocation shall be distributed equally among all ground agencies licensed by the Office of Emergency Medical Services that provide 911 response with transport capabilities, and 5% shall be distributed to licensed agencies that provide 911 response without transport capabilities.
3. NUTTER FORT EMS must submit an annual report which matches the amount of their prior distribution and it must include the following information:
    A. Total equipment cost
    B. Proof of 30% paid by agency
    C. Proof of 70% paid from other funds

    This report must be received by the Commission before additional EMS Equipment Funds will be released to the agency.

4. All funds must be expended and all equipment purchased by June 30, 2026.

This agreement shall be effective as of the date signed by NUTTER FORT EMS and remain in effect until the Fund is abolished or no longer funded by the State of West Virginia.

TOWN OF NUTTER FORT

_____
By:
Title:
Date:

HARRISON COUNTY COMMISION

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

AGREEMENT BETWEEN THE HARRISON COUNTY COMMISSION AND SALEM EMS AUTHORIZING THE DISTRIBUTION OF EMERGENCY MEDICAL SERVICES (EMS) EQUIPMENT FUNDS PROVIDED THROUGH WEST VIRGINIA LEGISLATIVE CODE §16-4C-24.

This agreement is hereby made and entered into by and between the City of Salem, West Virginia, hereinafter referred to as "SALEM EMS" and the Harrison County Commission, hereinafter referred to as "COUNTY."

A. PURPOSE

The purpose of this agreement is to formalize a cooperative relationship between the undersigned parties necessary for the utilization and distribution of funds provided by the State of West Virginia through legislative code §16-4C-24.

B. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. SALEM EMS will administer these funds as defined and directed in the following West Virginia codes and legislative rules: §16-4C-24. SALEM EMS is responsible and accountable for the management, distribution, and audit of these funds.
2. Funds will be distributed per the West Virginia Department of Health Memorandum dated July 7, 2025. The formula is 95% of the County Allocation shall be distributed equally among all ground agencies licensed by the Office of Emergency Medical Services that provide 911 response with transport capabilities, and 5% shall be distributed to licensed agencies that provide 911 response without transport capabilities.
3. SALEM EMS must submit an annual report which matches the amount of their prior distribution and it must include the following information:
    A. Total equipment cost
    B. Proof of 30% paid by agency
    C. Proof of 70% paid from other funds

    This report must be received by the Commission before additional EMS Equipment Funds will be released to the agency.

4. All funds must be expended and all equipment purchased by June 30, 2026.

This agreement shall be effective as of the date signed by SALEM EMS and remain in effect until the Fund is abolished or no longer funded by the State of West Virginia.

CITY OF SALEM

_____

By:
Title:
Date:

HARRISON COUNTY COMMISION

_____

By: Susan J. Thomas
Title: President
Date:

19-A.

Harrison County Commission

Request to Attend Meeting

Name	Brandon Delaney
Department	911
Destination	Valley Park Conference Center, Hurricane
Travel Dates	April 23 & 24, 2026
Reason	NENA Enhanced Caller Management & 911 Customer Service

Total Estimated Cost			$ 830.00
Transportation			$ $0.00
Air		$ 0.00	
Private Vehicle:			
Mileage	0 X .70	$ 0.00	
Rental Car		$ 0.00	
Lodging			$ 220.00
Registration			$ 440.00
Meals	(Estimated)		$ 170.00
Incidentals			$ 0.00

Employee Signature: _____ Date: 1/20/26

Approving Authority: _____ Date: _____
(County Commission or Constitutional Official)

County Commission Action ( ) Approve ( ) Disapprove
Authorized travel within the approved budget by and for other constitutional offices does not require County Commission approval

Date: _____

A8 Form Revised: May 1, 2014

19-B.

Harrison County Commission

Request to Attend Meeting

Name	Emily Henline
Department	911
Destination	Valley Park Conference Center, Hurricane
Travel Dates	April 23 & 24, 2026
Reason	NENA Enhanced Caller Management & 911 Customer Service

Total Estimated Cost			$ 830.00
Transportation			$ $0.00
Air		$ 0.00	
Private Vehicle:			
Mileage	0 X .70	$ 0.00	
Rental Car		$ 0.00	
Lodging			$ 220.00
Registration			$ 440.00
Meals	(Estimated)		$ 170.00
Incidentals			$ 0.00

Employee Signature: _____ Date: 1/21/26

Approving Authority: _____ Date: _____
(County Commission or Constitutional Official)

County Commission Action ( ) Approve ( ) Disapprove
Authorized travel within the approved budget by and for other constitutional offices does not require County Commission approval

Date: _____

A8 Form Revised: May 1, 2014

19-C.

Harrison County Commission

Request to Attend Meeting

Name	McKenzie Kovar
Department	911
Destination	Valley Park Conference Center, Hurricane
Travel Dates	April 23 & 24, 2026
Reason	NENA Enhanced Caller Management & 911 Customer Service

Total Estimated Cost			$ 830.00
Transportation			$ $0.00
Air		$ 0.00	
Private Vehicle:			
Mileage	0 X .70	$ 0.00	
Rental Car		$ 0.00	
Lodging			$ 220.00
Registration			$ 440.00
Meals	(Estimated)		$ 170.00
Incidentals			$ 0.00

Employee Signature: _____ Date: 1/22/

Approving Authority: _____ Date: _____
(County Commission or Constitutional Official)

County Commission Action ( ) Approve ( ) Disapprove
Authorized travel within the approved budget by and for other constitutional offices does not require County Commission approval

Date: _____

A8 Form Revised: May 1, 2014

A-1.

United States of America

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

Clerk's Fiduciary Report

Estate from Wednesday, January 28, 2026, through Tuesday, February 3, 2026

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

On, Thursday, January 29, 2026, the following matters were disposed of in the presence of the Clerk:

A duly exemplified copy of the last will and testament of **JAMES PAUL WINSKI**, deceased, late a resident of ANCHORAGE, ALASKA, was admitted to record.

A duly copy of the last will and testament of **BETTY JO LAW**, deceased, late a resident of SUMMIT, OHIO, was admitted to record.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **KENNETH LEE PEARSON** was appointed and qualified as ADMINISTRATOR of the estate of **MARY P D'ANSELMI**, deceased. Bond was 106,000.00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **BRAXTON JAMES FULLER** was appointed and qualified as ADMINISTRATOR of the estate of **JAMES EDWARD FULLER JR**, deceased. Bond was 240,000.00.

On, Monday, February 2, 2026, the following matters were disposed of in the presence of the Clerk:

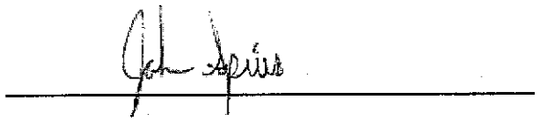
More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **JENNIFER STEEL** was appointed and qualified as ADMINISTRATRIX of the estate of **ROBERT MICHAEL DAVIS**, deceased. Bond was 20,000.00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **JENNIFER STEEL** was appointed and qualified as ADMINISTRATRIX of the estate of **WILLIAM PAUL STEEL**, deceased. No bond was required.

On, Tuesday, February 3, 2026, the following matters were disposed of in the presence of the Clerk:

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

ROGER WILLIAM WARD, who was named in the last will and testament of **WILLIAM ARTHUR WARD**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.



John R Spires
Clerk of the Harrison County Commission

Wednesday, February 18, 2026

Confirmed

A-2.

United States of America

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

Clerk's Fiduciary Report

Estate from Wednesday, February 4, 2026, through Tuesday, February 10, 2026

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, February 4, 2026, the following matters were disposed of in the presence of the Clerk:

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

ERICA WEISS-RICKARD, who was named in the last will and testament of **CHRISS POULSEN**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

REGINA KNOWLTON, who was named in the last will and testament of **BETTY L MATHENY**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

The last will and testament of **DANNY RAY O'DELL**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

EVELYN RENEE STARK, who was named in the last will and testament of **DANNY RAY O'DELL**, deceased, as CO EXECUTRIX thereof, qualified as such. No bond was required.
MELISSA DAWN COFFMAN, who was named in the last will and testament of **DANNY RAY O'DELL**, deceased, as CO EXECUTRIX thereof, qualified as such. No bond was required.

On, Thursday, February 5, 2026, the following matters were disposed of in the presence of the Clerk:

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

GEORGE NELSON STANSBERRY, who was named in the last will and testament of **PATSY LOU HITE**, deceased, as CO EXECUTOR thereof, qualified as such. Bond was 200,000.00.
DAVID ALAN STANSBERRY, who was named in the last will and testament of **PATSY LOU HITE**, deceased, as CO EXECUTOR thereof, qualified as such. Bond was 200,000.00.
MAWAHNA JO GIFFORD, who was named in the last will and testament of **PATSY LOU HITE**, deceased, as CO EXECUTOR thereof, qualified as such. Bond was 200,000.00.

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

TERESA CUNNINGHAM, who was named in the last will and testament of **SUSAN K PHILLIPS**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Monday, February 9, 2026, the following matters were disposed of in the presence of the Clerk:

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

KYLENE L CHURCH BACCHUS, who was named in the last will and testament of **SHIRLEY LAVAUGHN MILLER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

MARY KATHERINE GREER, who was named in the last will and testament of **FRANCES ADELINE TIANO**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Tuesday, February 10, 2026, the following matters were disposed of in the presence of the Clerk:

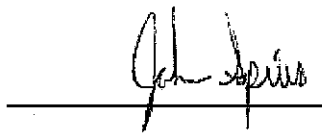
The last will and testament of **SUE ANNE ALLMAN**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

PAULA BARNES, who was named in the last will and testament of **SUE ANNE ALLMAN**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

ELLEN KAY SHIELDS, who was named in the last will and testament of **JAMES LEE SHIELDS**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly certified copy of the last will and testament of **JAMES ELWOOD STARKEY JR**, deceased, late a resident of LEWIS, WEST VIRGINIA, was admitted to record.



John R Spires
Clerk of the Harrison County Commission

Wednesday, February 18, 2026

Confirmed

C-1.

Enlarged Hepzibah Public Service District
Regular Board Meeting

Monday
February 9, 2026
4:30 PM

AGENDA

1. Call meeting to order
2. Reading of the Minutes, Approval of Check Signing Document and CWCR Document
3. Manager's Report
4. Old Business
5. New Business
6. Public Comments
7. Adjournment

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

C-2.

ENLARGED HEPZIBAH PUBLIC SERVICE DISTRICT
PO DRAWER H, HEPZIBAH, WV 26369
PHONE: 304-623-2217
FAX: 304-626-3326
EMAIL: enlargedhepzibah@enlargedhepzibahpsd.com

DARLENE SWIGER, CHAIRMAN
SHARON HAMILTON, TREASURER
FRED MARTIN, SECRETARY
KEVIN SHORT, GENERAL MANAGER

February 1, 2026

Dear Customer,

I hope this letter finds you well. I would like to take the time, in advance, to let you know, that effective July 1, 2026, our mailing address will change from:

Enlarged Hepzibah PSD
PO Drawer H
Hepzibah, WV 26369

to

Enlarged Hepzibah PSD
PO Box 85
Reynoldsville, WV 26422

We will be completing a change of address and forwarding address card at the Hepzibah Post Office, to be sure that our mail gets to our new post office box. Our goal is to make this transition as simple and smooth as possible. Let me remind you, that you will still be able to drop your payments off at the old Hepzibah Office, in person at our Reynoldsville location, payments can also be made through our website at ***enlargedhepzibahpsd.com***, or by telephone. With that being said, if you accidentally put the old address, keep in mind that it will go to the Hepzibah Post Office first and then be forwarded to our Reynoldsville Post Office Box and payments are due by the 18th of each month, so please allow time for that.

If you have any questions or concerns, please do not hesitate to reach out to me. Thank you in advance for your understanding and patience throughout this change.

Respectfully Submitting

Rhonda J. Beezel, Office Manager

C-3.

Sun Valley Public Service District

Regular Board Meeting

Tuesday, January 13, 2026

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

Present	Employees	Also Present
Richard "Gregg" Dale	Kevin Short	Cody Turner
Connor Thompson		
Sandra Patterson		

Election of Officers

Connor Thompson made a motion to leave officers in place as stated; Gregg Dale – Chairman; Connor Thompson – Treasurer; Sandra Patterson – Secretary. Sandra Patterson seconded the motion. All in favor, none opposed and none abstained.

1. **Approval of Minutes**

   Sandra Patterson a motion to approve the minutes from the Regular Board meeting on Tuesday December 2, 2025, as read. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.

2. **CWCR**

   Kevin provided the Board with the CWCR (Cash Working Capital Reserve) Document showing any deposits and/or disbursements for water and sewer through today and discussed. After discussion, **Sandra Patterson made a motion to approve the current CWCR Document as provided. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.**

3. **Signing of Checks**

   Sandra Patterson made a motion to approve the Check Signed Document dated 12/3/25 through 1/13/26. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.

4. **Phase IIIB Sewer Project**

   Kevin informed the Board that he had the 12th Payment Request for the Phase IIIB Sewer Collection System Upgrades Project. After discussion, **Sandra Patterson made a motion to approve Resolution #12 for the Phase IIIB Sewer Collection System Upgrades Project, with $3,300.00 going to JD Utility Services, LLC; with $38,033.80 going to Thrasher Engineering; and $130,959.00 going to Pro Contracting Inc., for a grand total of $172,292.80 to be submitted to WVDEP (SRF) and WV WDA EEG and the Harrison County ARPA. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.**

5. **Phase IIIA Sewer Project**

   Kevin informed the Board that he had the 15th Payment Request for the Phase IIIA Sewer Collection System Upgrades Project. After discussion, **Sandra Patterson made a motion to**

6. **Thrasher Engineering Progress Report**

Phase IIIA – Cody said this project is already finished and there is a couple of things that we are looking at with the contingency funds. Cody has some things written up and he told Kevin that he would get it to him one day this week.

Phase IIIB – Cody said they had a progress meeting yesterday. They are 399 days into the Project which commenced December 9, 2024. Their substantial completion date is February 21, 2026. Cody thinks they will be at substantial completion in a week or two, so at the next Board meeting, they should have the request for the certificate of completion along with the punch list by then. Cody said they scheduled a walk through for February 8, 2026. Cody and Kevin and the Board continued discussion on this Project. After discussion, **Sandra Patterson made a motion to approve Amendment 2 for the relocation of monies from Geotechnical Engineering Phase to the Construction Phase and Resident Project Representative Phase. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.**

Indian Run – Cody said he wanted to give the Board a quick update on Indian Run. He said they had a pre-bid meeting on December 30, 2025. Cody said they had 18 construction companies that want to bid on this Project. The bid will be open next Wednesday, January 21, 2026 at 2:00 PM in the SVPSD Boardroom. Cody said there seems to be quite a bit of interest with this Project.

7. **Manager's Report**

A. Kevin provided the Board with copies of the Delinquency report that includes Lake Floyd PSD and Sun Valley PSD sewer showing the total amounts still past due before charges were created on December 29, 2025 and discussed.

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

C. Kevin provided the Board with a copy of what Sewer Owes Water as of 12/5/25 and discussed.

D. 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 December, 2025 and discussed.

E. Kevin provided the Board with a copy of the Vendor Invoice Report dated 12/31/25, for Sun Valley PSD Water & Sewer and discussed.

F. Kevin provided the Board with a copy of the Water Loss Report for July 2025 through June 2026. Kevin informed the Board that we had a Water Loss of 33.18% for the month of November, 2025. He also informed the Board that we had a Water Loss of 30.11% for the month of December, 2025. He said that we have a 23.08% adjusted Water Loss for FY 2025-2026. Kevin and the Board discussed this in detail.

G. Kevin informed the Board that we received a message from the Public Service Commission dated January 9, 2026 that our CWCR Report was approved.

H. Kevin informed the Board that we received a letter from the WV Municipal Bond Commission, dated 12/22/25 that we should receive a check for $1,733.37 in the next couple weeks. This is in reference to a letter we sent them on 12/16/25 regarding the Lake Floyd Sewer Bonds. This is a withdrawal from paid out accounts which are no longer required, but it will **not** close the accounts as all interest has not been posted. Kevin and the Board discussed this in detail.

I. Kevin and the Board had detailed discussion regarding the WVDEP General Permit WV0115924, which the agreement is between Sun Valley PSD and Lake Floyd PSD. After discussion, **Connor Thompson made a motion to reject the agreement that was presented to them from the Lake Floyd PSD concerning the dredging permit number WV0115924.**

accounts as all interest has not been posted. Kevin and the Board discussed this in detail.

I. Kevin and the Board had detailed discussion regarding the WVDEP General Permit WV0115924, which the agreement is between Sun Valley PSD and Lake Floyd PSD. After discussion, **Connor Thompson made a motion to reject the agreement that was presented to them from the Lake Floyd PSD concerning the dredging permit number WV0115924. Sandra Patterson seconded the motion. All in favor, none opposed and none abstained.**

J. Kevin provided the Board with copies of January and February, 2026 calendars and discussed.

8. Employee Issues

A. Kevin provided the Board with a list of Employee's that have over 40 hours vacation time as of 12/31/25. After discussion, **Connor Thompson made a motion to approve all employees carrying over all unused vacation hours accrued through 12/31/25. Sandra Patterson seconded the motion. All in favor, none opposed and none abstained.**

B. Sandra Patterson made a motion to go into Executive Session to discuss Employee issues. Connor Thompson seconded the motion. All in favor, none opposed and none abstained. Gregg Dale announced the meeting was back in session.

After discussion, **Sandra Patterson made a motion to give Kevin Short a raise to be effective 1/4/26 (beginning date for most recent pay period); with this taking his hourly rate for overtime – anything over 40 hours a week from $34.00/hr. to $35.02/hr. (3%) and his biweekly salary from $2,720.00 to $2,801.60, plus after 6 months they will re-evaluate his pay again. Connor Thompson seconded the motion. All in favor, none opposed and none abstained.**

9. Next Board Meeting

Kevin and the Board had discussion on moving the Board meetings to the same day as Hepzibah PSD, which is the 2nd Monday of every month. After discussion, they decided to do this so, the next Board meeting will be Monday, February 9, 2026 at 2:30 pm. Hepzibah PSD will have their meeting after Sun Valley PSD's at their regular time of 4:30 pm. **Connor Thompson made a motion to change the rules of procedure for our monthly SVPSD Board meeting from Tuesday to Monday and to start at 2:30 PM. Sandra Patterson seconded the motion. All in favor, none opposed and none abstained.**

10. Adjournment

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

Chairman

Treasurer

Secretary

aja

C-4.

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

** OPEN INVOICES ** DUE DATE: 1/31/26 ** BANK:ALL **

** BEGINNING DATE: 1/01/62 - ENDING DATE: 1/31/26 **

** PAY-TO VENDOR **

ALL FUNDS

	ACCOUNT #	TITLE	QUAN	AMOUNTS	QUAN	BALANCES
B	80 641 000 00	OPERATION SUPPLIES & EXPENSE	1	68.06	1	68.06
B	80 651 000 00	MAINTENANCE OF MAINS	2	947.96	2	947.96
B	80 651 100 00	MAINTENANCE OF MAINS	4	6,928.51	4	6,928.51
B	80 651 200 00	MAINTENANCE OF MAINS-HYDRANTS	1	1,411.89	1	1,411.89
B	80 923 400 00	OUTSIDE SERVICES-ACCOUNTING	4	8,258.30	4	8,258.30
	FUND# 80	WATER FUND	12	17,614.72	12	17,614.72
B	81 703 000 00	SUPPLIES & EXPENSES	1	3.46	1	3.46
B	81 795 100 00	OUTSIDE SERVICES-ACCOUNTING	24	32,644.99	24	32,644.99
	FUND# 81	SEWER FUND	25	32,648.45	25	32,648.45
		ALL FUNDS	37	50,263.17	37	50,263.17

C-5.

Sun Valley Public Service District
Regular Board Meeting

Monday
February 9, 2026
2:30 PM

AGENDA

1. Call meeting to order

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

3. Manager's Report

4. Old Business
   A. Review & Approve 16th Payment Request for Phase III-A Sewer Collection System Upgrades Project from ARPA Funds.
   B. Review & Approve 13th Payment Request for Phase III-B Sewer Collection System Upgrades Project
   C. Review & Discuss approved bid for Indian Run Water Project

5. New Business

6. Public Comments

7. Adjournment

C-6.

Ashley Karlen
Director
Government Affairs

February 6, 2026

Harrison County Commission
301 West Main Street
Clarksburg, WV 26301

Re: Spectrum Mid-America, LLC – Upcoming Changes

Dear Commissioner Thomas,

This letter will serve as notice that on April 9, 2026, Spectrum Mid-America, LLC will expand carriage of Ultra Clasico, Ultra Docu, Ultra Familia, Ultra Fiesta, and Ultra Kidz on the Latino Tier on the channel line-up serving your community.

Additionally, Spectrum previously noticed you that on or after February 22, 2026, Spectrum would drop Hola TV on channel 968 on the channel line-up serving your community, however, Spectrum has negotiated an agreement to continue carriage of Hola TV, so this network will not be dropped.

If you have any questions about this change, please feel free to contact me at 740-588-2432 or via email at ashley.karlen@charter.com.

Sincerely,



Ashley Karlen
Director, Government Affairs

C-7.

Shinnston Turkey Trot
500 Hood Avenue
Shinnston, WV 26431
shinnstonturkeytrot@gmail.com
(304) 612-4815

January 27, 2026

Harrison County Commission
229 South 3rd Street, 3rd Floor
Clarksburg, WV26301

Harrison County Commission:

We hope this letter finds you well. We are writing to confirm your donation of $1,500.00 to the Shinnston Turkey Trot on December 5, 2025.

Your generous contribution supports our organization's mission and programs. Please note that the Shinnston Turkey Trot is a registered nonprofit organization under IRS Section 501(c)(3), which means your contribution is tax-deductible to the extent permitted by law. No goods or services were provided in exchange for your contribution.

We are providing you with this letter as an acknowledgement of your donation for your records. This documentation will assist you in claiming the tax deduction.

Thank you once again for your support. We look forward to your involvement in the future.

Warm Regards,

Tammy Martin

Tammy Martin
Shinnston Turkey Trot
33-1905566

me of Organization/Applicant Shinnston Turkey Trot, INC

FINAL REPORT OF THE SPECIAL FUNDING REQUEST

MOUNT RECEIVED FROM THE HARRISON COUNTY COMMISSION: $ 1,500.00

EMIZED EXPENSES FOR THE AMOUNT RECEIVED FROM THE HCC (ATTACH EXTRA SHEETS IF NECESSARY OR DETAILED STATEMENT F REVENUED AND EXPENSES RELATED THERETO):

K+K Insurance	$ 491.50
M+M Septic	$ 770.00
Sweetwater	$ 641.99
	$
	$
TOTAL	$ 1903.49

NAME OF PROJECT/EVENT: Shinnston Turkey Trot 5K

TOTAL PROJECT/EVENT INCOME AND EXPENSES: (ATTACH EXTRA SHEETS IF NECESSARY OR A DETAILED STATEMENT OF REVENUES AND EXPENSES RELATED THERETO):

INCOME SOURCE:	Sponsorship, Donations, Race Fees	$ 22,712.46
		$
		$
	TOTAL	$ 22,712.46
EXPENSE ITEM:	- See Attachment -	$ 15,885.19
	- Special Projects -	$ 6,356.21
		$
	TOTAL	$ 22,241.40

LIST ALL CONTRIBUTORS TO THIS PROJECT/EVENT: (ATTACH EXTRA SHEETS IS NECESSARY)

Wesbanco Bank	$ 500.00
Gillum House B+B	$ 525.00
Harrison County Commission	$ 1500.00
Race Fees	$ 20,187.46
TOTAL	$ 22,712.46

I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT

Tammy Martin
Applicant

1.27.2026
Date

Payee	Amount	Description
B4WV Sec of State	$ 25.00	Annual Filing Fee
Batman Trophy	$ 3.48	Trophy Engraving Fee
Wesbanco	$ 5.00	Maintenace Fee
Wesbanco	$ 5.00	Maintenace Fee
Wesbanco	$ 5.00	Maintenace Fee
Menards	$ 191.42	Safety Cones, Utility Paint
Winners Choice	$ 160.00	Signs for Rail Trail
Wesbanco	$ 5.00	Maintenace Fee
Wesbanco	$ 5.00	Maintenace Fee
Wesbanco	$ 5.00	Maintenace Fee
Wesbanco	$ 5.00	Maintenace Fee
Wesbanco	$ 5.00	Maintenace Fee
Menards	$ 39.05	Expenses
Wesbanco	$ 5.00	Maintenace Fee
Dunkin Donuts	$ 18.59	Expenses
Waste Management	$ 63.49	Landfill
Waste Management	$ 90.25	Landfill
Wesbanco	$ 5.00	Maintenace Fee
Staples	$ 117.70	Advertising / Flyers
Staples	$ 35.31	Advertising / Flyers
K&K Insurance	$ 491.50	Insurance for the Race
Lowes	$ 76.00	Expenses
Race Results	$ 95.36	Safety Pins

Amazon	$	134.80	Finish Line Inflatables
SP Stickers	$	156.25	Stickers
Race Results	$	1,576.29	Race Bibs
Crown Awards	$	244.64	Trophies
Hammer Nutrition	$	576.30	Food
Lowes	$	30.92	Expenses
Amazon	$	254.16	Swag Bags
Walmart	$	44.46	Address Labels
Sams Club	$	163.68	Hot Cocoa, Bananas
Amazon	$	17.26	Kid's Medals
Amazon	$	35.71	Awards
Sweetwater	$	641.99	PA System
Sams Club	$	23.52	Expenses
Walmart	$	72.13	Expenses
ACE Hardware	$	26.48	Expenses
Harbor Freight	$	48.14	Expenses
Fox's Pizza	$	84.84	Food for Volunteers
Wesbanco	$	5.00	Maintenace Fee
Winners Payout	$	1,200.00	Top 3 Male/Female Winners
Tyson Skiviat	$	300.00	MC
Seth Martin	$	300.00	Labor Work
Ty Martin	$	300.00	Labor Work
Winner's Choice	$	5,226.20	T-shirts, Banners, Signs
M&M Septic	$	770.00	Port-a-Potty for Race
McDonalds	$	7.25	Expenses

ACE Hardware	$ 23.30	Expenses
ACE Hardware	$ 25.00	Expenses
Lowes	$ 134.72	Expenses
Wesbanco	$ 5.00	Maintenace Fee
Pike Street Bikes	$ 2,000.00	Timing Fee
	$ 15,885.19	

DEPOSITS	AMOUNT	
RunSignUp	$ 100.00	
RunSignUp	$ 50.00	
RunSignUp	$ 25.00	
RunSignUp	$ 25.00	
RunSignUp	$ 200.00	
RunSignUp	$ 400.00	
RunSignUp	$ 626.00	
RunSignUp	$ 1,931.46	
RunSignUp	$ 2,070.00	
RunSignUp	$ 8,386.00	
RunSignUp	$ 3,525.00	
RunSignUp	$ 129.00	
CASH	$ 2,720.00	
Wesbanco Sponsorship	$ 500.00	
Gillum House Sponsorship	$ 525.00	
Harrison County Comm Sponsorship	$ 1,500.00	
	$ 22,712.46	

WHERE WE USED THE PROCEEDS	AMOUNT	DESCRIPTION
FAIRMONT STATE UNIVERSITY	$ 317.23	ART PANELS
BIRD DOG LIGHTS	$ 1,603.73	TRAIN LIGHTS FOR CHRISTMAS
LORD'S PANTRY	$ 1,000.00	DONATION
MALE SCHOLARSHIP	$ 1,000.00	(MONEY SET ASIDE) SCHOLARSHIP
FEMALE SCHOLARSHIP	$ 1,000.00	(MONEY SET ASIDE) SCHOLARSHIP
SUMMER & DRAIN CONTRACTING	$ 400.00	CULVERT WORK FOR TRAIL
ACE Hardware	$ 116.13	Trailhead Spring Clean Up
Go Mart	$ 63.70	Trailhead Spring Clean Up
Sunbelt Rentals	$ 379.40	Trailhead Spring Clean Up
Sunbelt Rentals	$ 48.50	Trailhead Spring Clean Up
Lowes	$ 42.63	Little Pantry Box
Lowes	$ 61.67	Little Pantry Box
Lowes	$ 284.58	Little Pantry Box
Price Cutters	$ 38.64	Food for Pantry Box
	$ 6,356.21	

Money Collected in 2025	$ 22,712.46
Expenses	$ (15,885.19)
Projects	$ (6,356.21)
2025 Race Balance	**$ 471.06**

C-8.

EXPRESSIONS OF LOVE

100 W. Main Street
Bridgeport, WV 26330
304-838-4847

January 30, 2026

Dear Friends of Expressions of Love,

As we move toward Spring, we wanted to share some warmth in this letter.

First and foremost, thank you for being part of the Expressions of Love community. Your kindness, prayers, and continued support allow us to share compassion, encouragement, and hope with those who need it most.

For having shared your generosity, we want to periodically share how Expressions of Love continues to work in our community. We chose not to include photos at this time for purpose of individuals privacy.

Winter Highlights:

- Over the past few months, we have been blessed with meaningful opportunities to serve and connect. These included supporting families in need to simply sharing moments of comfort and joy. Each act "big or small" made a difference and we are continually inspired by the generosity and love shown through our community.

- **Moments That Mattered:**
- As an outreach of love, EOL provides milk for the Mustard Seed and Shepard's Corner.
- Provide nonperishables, bottled water and To Go containers to Friends Feeding Friends
- Prepare meals for the Warming Shelter
- Food for Nutter Fort Elementary and Intermediate, Mountaineer Elementary and RCB
- Donate Shelf Stable Meal Kits for PWA, WIC and RCB. These kits include all of the ingredients to prepare a meal for a family.
- Monetary gifts for cancer patients to help with the burden of meals and transportation
- Monthly groceries for 2 college students
- Constructing Sleep Mats out of recycled grocery bags for the homeless and small mats for the animal shelter

Each is a reminder of why Expressions of Love exists. To be a steady presence of care and compassion.

Because of you, God's love is being shown in real and tangible ways. A warm meal help with groceries or support during illness becomes more than assistance. It becomes a reminder that the Lord sees them, knows them, and has not forgotten them. As scripture tells us, "Let us not love with words or speech but with actions and in truth." (John 3:18)

We are grateful that He allows us to be His hands and feet. Through your prayers and generosity, hope is carried into hard places, burdens are lightened and hearts are encouraged. Time and again we are reminded of Galatians 6:9 "Let us not grow weary in doing good, for at the proper time we will reap a harvest if we do not give up"

We could not do this without you. Whether you support us through prayer, participation, encouragement, or sharing our mission with others, please know how deeply grateful we are.

May this new season bring you peace, joy, and countless reminders that love—freely given—has the power to change lives.

With heartfelt gratitude,

Judy Bonamico
Expressions of Love Charity

Judy Bonamico