Harrison County Commission Meeting
Wednesday, June 3, 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. --- Nuisance Property – Nettie Sampson – 1390 Jones Run Road, Lumberport

10:10 A.M. --- Special Funding Request from American Junior Golf Association requesting $3,000 for their Junior Golf Championship Event in Bridgeport, WV on July 12-16, 2026

10:15 A.M. --- Special Funding Request from the City of Shinnston requesting $1,500 for their Independence Day Celebration that will take place on July 1, 2026 at Ferguson Park in Shinnston, WV

10:20 A.M. --- Special Funding Request from the City of Shinnston requesting $1,500 for their Shindy Music Festival that will take place on August 1, 2026 at Ferguson Park in Shinnston, WV

10:25 A.M. --- Special Funding Request from Suibukan of West Virginia requesting funds to go towards their trip to Romania for the 2026 World Karate Championship. 6 members of the Suibukan of WV Karate have been selected to represent Team USA

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A.** Jade Haggerty – 911 – Resignation – Effective June 9, 2026
   - **B.** Ashlea Duda – Prosecuting Attorney – New Hire – Effective June 17, 2026
4. **Minutes and/ or Amended Minutes of Previous Meetings**
   - **A.** Commission Meeting Minutes for April 15, 2026
   - **B.** Commission Meeting Minutes for April 21, 2026
   - **C.** Commission Meeting Minutes for May 6, 2026
   - **D.** Commission Meeting Minutes for May 20, 2026
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A.** Greater Harrison PSD – ARPA - $545,817.27
   - **B.** Quotes
   - **C.** 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.** $2,360.58

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. $3,025.25
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). (NONE)
10. **Review—Discuss—Consider** Budget Revisions for the following:
    A. General County
    B. Vital Services
11. **Review—Discuss—Consider** Demolition of Movie Screen at Sunset Ellis
12. **Review—Discuss—Consider** Saving the Movie Screen at Sunset Ellis
13. **Review—Discuss—Consider** Summit Park Lease (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)
14. **Review—Discuss—Consider** Authorizing staff to negotiate, finalize, and execute a drainage easement as requested by the Town of Lost Creek along/within certain sections of the Southern Rail Trail located within the Town of Lost Creek's municipal boundaries
15. **Review—Discuss—Consider** North Central West Virginia Airport's Request for Disbursement from TIF Fund for The County Commission of Harrison County Development District No. 6 – North Central West Virginia Airport – Requesting $800,000
16. **Review—Discuss—Consider** Creating a Rail Trail Task force with a Clear Mission Statement and Bylaws
17. **Review—Discuss—Consider** Update on Rail Trail from Thrasher
18. **Review—Discuss—Consider** Reappointments to the Board of Appeals for Code Enforcement
    A. Bryan Reed
    B. Christopher Magee
19. **Review—Discuss—Consider** Reappointments to the Planning Commission
    A. Bill Suan
    B. Joseph Pinti
20. **Review—Discuss—Consider** Resolution to Apply to Berkshire Hathaway Energy Gas Transmission and Storage, LLC grant for Harrison County Parks & Recreation not exceed $15,000
21. **Administrator's Report**
22. **Commissioner Comments – Questions**

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

A. Weekly Fiduciary Report from the County Clerk
    1. Wednesday, May 13, 2026 through Tuesday, May 19, 2026
    2. Wednesday, May 20, 2026 through Tuesday, May 26, 2026

B. Monthly Fiduciary Commission Settlements:
    1. Ladonna Fernandez-Manley
    2. Kristina Louise Kesling
    3. Peggy Ann Knotts
    4. John E. Lowther
    5. Ann Marie Kakalec
    6. Helen Sue Williams
    7. Carolyn Sue Ringer
    8. Dorothy J. Kehrer

C. **Monthly Minutes/ Financial Information from Various Boards, Committees, and Public Service**
    1. Greater Harrison PSD Financial Information for April 2026
    2. Greater Harrison County PSD Regular Meeting Agenda for May 21, 2026
    3. Greater Harrison PSD Meeting Minutes for April 16, 2026

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)
2. Special Funding Request from Take me Home Transportation requesting $2,500 to help cover Insurance cost for their organization that provides rides home to individuals leaving alcohol serving establishments
3. **Review—Discuss—Consider** Awarding bid for Land for New Animal Control Facility (potential executive session 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)
4. **Review—Discuss—Consider** Bringing in an AS400 expert/consultant to train staff and demonstrate software abilities not currently being utilized
5. **Review—Discuss—Consider** Supporting West Milford's Float the Fork event that will take place on May 30, 2026

229 S 3rd Street
Clarksburg, WV 26301

The
Plan
304-624-8690

10:05

Initial Notice of Violation

Nettie Sampson

1390 Jones Run Road
Lumberport, WV 26386

Code Enforcement Cases: Case

Number: #CASE-26-0001
Valid From: 1-09-2026

Address: 1390 JONES RUN RD LUMBERPORT

District/Map/Parcel: 09/206/9

Original Date of Notice: January 9, 2026

Compliance Due Date: February 10, 2026

Code Officer Notes:
Junk/rubbish must be cleaned up and vehicles must be made operable or removed

Date of Next Inspection: February 11, 2026

Codes in Violation

Article 2. Interpretations and Definitions - 2.2 (C) - Public Nuisance
Anything, any act, any failure to act, any occupation or use of property which shall annoy, injure or endanger the safety, health, comfort or repose of the public at large and shall be deemed to include, but shall not be limited to, animals running at large; vessels or items holding stagnant water in which mosquitoes can breed; carcasses of animals not buried or otherwise disposed of in a sanitary manner; accumulations of manure non - agriculturally related or rubbish which are breeding places for flies, mosquitoes or vermin; the pollution of any body of water, stream, creek or river by sewage, industrial wastes, or other substances; noxious weeds and other rank growth of vegetation upon private property; in accordance with the International Property Maintenance Code pursuant to West Virginia Code §7-1-3n and Title 87, Series 4 (87CSR4), any condition of the structure, including appurtenances, considered an attractive nuisance to children, such as abandoned wells, shafts, basements, excavations or unsafe open structures; any structure that is unsafe for human habitation; any that is manifestly capable of being a fire hazard or is manifestly unsafe or unsecure so as to endanger life, limb or property; any structure in the state of dilapidation, deterioration, decay, faulty construction, overcrowded, open vacant or abandoned; damaged by fire to the extent so as not to provide shelter, in danger of collapse or failure and dangerous to anyone on or near the structure and surrounding premises; any premises used for illegal possession, storage or delivery of or trafficking in controlled substances, or other illegal drug activity is hereby declared a public nuisance; and all other acts, omissions to act, occupations and uses of property which are in fact a menace or detriment to the public health, safety and welfare, create conditions of slum and blight, or effect the quality of life for citizens in Harrison County.

Details

Case Type: General, Junk or Inoperable Motor Vehicles

Complaint Details:
A plethora of junk and rubbish along with inoperable vehicles

Print Name: Robert Leonard, Code Official

Date: 1/09/26

Signature:

Harrison County Sheriff's Office
609 West Main Street
Clarksburg, West Virginia 26301
Law Enforcement 304-423-7700
Civil Process 304-423-7708 / Home Incarceration 304-423-7710

PLANNING COMMISSION

Return # 207451
Process # CIV26-00213
Docket # 26-0001
Reference #

STATE OF WEST VIRGINIA
COUNTY OF HARRISON

HARRISON COUNTY PLANNING COMMISSION
Plaintiff,
- vs -
NETTIE SAMPSON
Defendant

SUBSTITUTE SERVICE

I hereby certify that on the **12th day of January, 2026**, **an INTIAL ORDER OF VIOLATION; CLEAN UP FLYER; IMAGES**, in the above entitled action, came into my hand for service. That on the **9th day of February, 2026** at **10:57 AM**, in said county, **I did serve the documents on NETTIE SAMPSON**.
Served the within **an INTIAL ORDER OF VIOLATION; CLEAN UP FLYER; IMAGES** on the within named **NETTIE SAMPSON**, on the **9th day of February, 2026** at **10:57 AM** by delivering on that day a copy of said **an INTIAL ORDER OF VIOLATION; CLEAN UP FLYER; IMAGES** to **LUCINDA BENNETT** , (a member of His/Her family over the age of sixteen years), at His/her usual place of abode, **1390 JONES RUN RD, LUMBERPORT, WV 26386** in Harrison County, West Virginia, giving the said **LUCINDA BENNETT** information of the purport of said **an INTIAL ORDER OF VIOLATION; CLEAN UP FLYER; IMAGES** the said **NETTIE SAMPSON** not being found.

Item	Disburse To	Amount Owed	Amount Paid
		Total Owed	**$0.00**
		Total Paid	**$0.00**
		Uncollectible	**$0.00**
		Remaining	**$0.00**

Invoice # IN202600213
HARRISON COUNTY PLANNING COMMISSION
229 S 3RD ST, CLARKSBURG, WV 26301

Comments

Date Returned 2/9/26

Signed Sandra Mikes **Date** 2-9-26

Robert Matheny II
Harrison County Sheriff
By: Sandra Mikes
609 W MAIN ST
CLARKSBURG, WV 26301
Phone: (304) 423-7700
Fax: (304) 423-7945

7018 1830 0001 3940 5309

CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee
$

Extra Services & Fees (check box, add fee as appropriate)
- ☐ Return Receipt (hardcopy) $
- ☐ Return Receipt (electronic) $
- ☐ Certified Mail Restricted Delivery $
- ☐ Adult Signature Required $
- ☐ Adult Signature Restricted Delivery $

Postage
$

Total Postage and Fees
$

Postmark Here

Sent To: Nettie Sampson
Street and Apt. No., or PO Box No.: P.O. Box 443
City, State, ZIP+4®: Lumberport, WV 26386-0443

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructio

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SENDER: *COMPLETE THIS SECTION*

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Nettie Sampson
P.O. Box 443
Lumberport, WV 26386-0443

9590 9402 8323 3094 0446 55

2. Article Number *(Transfer from service label)*
7018 1830 0001 3940 5309

COMPLETE THIS SECTION ON DELIVERY

A. Signature
X [signature] ☐ Agent ☐ Addre

B. Received by *(Printed Name)*

C. Date of Del
1-24-2

D. Is delivery address different from item 1? ☐ Yes
If YES, enter delivery address below: ☐ No

3. Service Type
- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☑ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- Insured Mail
- Insured Mail Restricted Delivery (over $500)
- ☐ Priority Mail Express
- ☐ Registered Mail™
- ☐ Registered Mail Res Delivery
- ☐ Signature Confirmat
- ☐ Signature Confirmat Restricted Delivery

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Rec

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

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

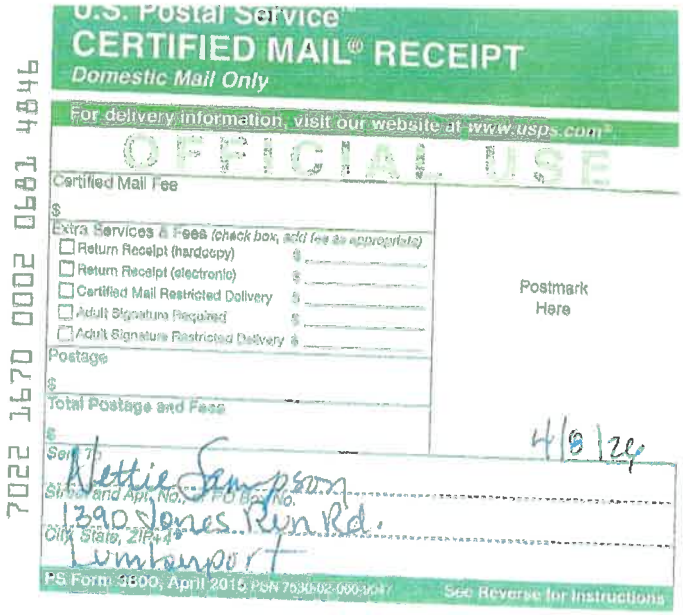
Nettie Sampson
1390 Jones Run Road
Lumberport, WV 26386
District 9 Tax Map 206 Parcel 9
Case -26-0001

April 8. 2026

NOTICE OF HEARING

You are hereby notified that the Harrison County Commission has scheduled a hearing on Wednesday, June 3, 2026 at 10:05 a.m. at the Harrison County Commission meeting chambers on third (3) floor of the General Services Administration Building at 229 South 3rd Street, Clarksburg, WV. The purpose of the hearing is to determine if the County will move forward with legal action against you for the violations of the Public Nuisance Ordinance. As you are aware, notice and or certified mail has previously been served on you regarding this matter and little or no action has been commenced to resolve these violations. If you have any questions on this matter, please contact me at the above phone number of address.

Charlotte Shaffer, Planning Director



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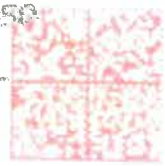
CERTIFIED MAIL® RECEIPT
Domestic Mail Only
For delivery information, visit our website at www.usps.com®.
OFFICIAL USE
Certified Mail Fee
$
Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) $
☐ Return Receipt (electronic) $
☐ Certified Mail Restricted Delivery $
☐ Adult Signature Required $
☐ Adult Signature Restricted Delivery $
Postage
$
Total Postage and Fees
$
Postmark Here
4/8/24
Sent To
Nettie Sampson
Street and Apt. No., or PO Box No.
1390 Jones Run Rd.
City, State, ZIP+4®
Lumberport
PS Form 3800, April 2015 PSN 7530-02-000-9047
See Reverse for Instructions
7022 1670 0002 0681 4841

CERTIFIED MAIL

26-1

HARRISON COUNTY PLANNING COMMISSION
COURTHOUSE
301 WEST MAIN STREET
CLARKSBURG, WEST VIRGINIA 26301





US POSTAGE PITNEY BOWES
ZIP 26301 $ 010.44⁰
02 4W
0000387358 APR 10 2026

7022 1670 0002 0681 4846

4/13/26
4-18
4-28

Nettie Simpson
1390 Jones Run Road
Lumberport WV

NIXIE 152 DE 1 0005/16/26
RETURN TO SENDER
VACANT
UNABLE TO FORWARD

UNC BC: 26301297599 *1871-01541-11-29
26301297599

Harrison County Sheriff's Office
609 West Main Street
Clarksburg, West Virginia 26301
Law Enforcement 304-423-7700
Civil Process 304-423-7708 / Home Incarceration 304-423-7710

PLANNING COMMISSION

Return # 209384
Process # CIV26-02554
Docket # 26-0001
Reference #

STATE OF WEST VIRGINIA }
COUNTY OF HARRISON }

HARRISON COUNTY PLANNING COMMISSION }
Plaintiff, } SUBSTITUTE SERVICE
- vs - }
NETTIE SAMPSON }
Defendant }

I hereby certify that on the **9th day of April, 2026**, **a NOTICE OF HEARING**, in the above entitled action, came into my hand for service. That on the **20th day of April, 2026** at **11:09 AM**, in said county, **I did serve the documents on NETTIE SAMPSON**.
Served the within **a NOTICE OF HEARING** on the within named **NETTIE SAMPSON**, on the **20th day of April, 2026** at **11:09 AM** by delivering on that day a copy of said **a NOTICE OF HEARING** to **WILLIAM E SAMPSON** , (a member of His/Her family over the age of sixteen years), at His/her usual place of abode, **1390 JONES RUN RD, LUMBERPORT, WV 26386** in Harrison County, West Virginia, giving the said **WILLIAM E SAMPSON** information of the purport of said **a NOTICE OF HEARING** the said **NETTIE SAMPSON** not being found.

Item	Disburse To	Amount Owed	Amount Paid
		Total Owed	**$0.00**
		Total Paid	**$0.00**
		Uncollectible	**$0.00**
		Remaining	**$0.00**

Invoice # IN202602559
HARRISON COUNTY PLANNING COMMISSION
229 S 3RD ST, CLARKSBURG, WV 26301

Comments

Date Returned 4/20/26

Signed Sandra Mikes **Date** 4.20.26

Robert Matheny II
Harrison County Sheriff
By: Sandra Mikes
609 W MAIN ST
CLARKSBURG, WV 26301
Phone: (304) 423-7700
Fax: (304) 423-7945

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

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

Nettie Sampson
1390 Jones Run Road
Lumberport, WV 26386
District 9 Tax Map 206 Parcel 9
Case -26-0001

April 8, 2026

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Charlotte Shaffer, Planning Director

RECEIVED
APR 09 2026
HARRISON COUNTY
PROCESS DIVISION

02554









10:10

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: 4/9/26

Organization Name: American Junior Golf Association

Name and Title of Requester: Michael Gervais, Head Golf Pro Bridgeport CC

Mailing Address of Organization and Responsible Person: Adam Brueggman
American Junior Golf Association, 1980 Sports Club Drive, Braselton GA 30517
If approved, this is where the check will be sent

Telephone: 412-638-7740 Fax: _____ E-mail: abrueggman@ajga.org

FEIN# 58-1433914 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: $ 60,000

Dollar Amount REQUESTED - Grant: $ 3,000 Loan: $ _____

Was project funded previously by HCC? (Y) N If so, when 2025 ; how much: $ 3,000

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: $ 3,000
When: _____ ; how much: $ _____
When: _____ ; how much: $ _____

Purpose of request (one sentence): Raise money for local charity and scholarships

If for a fair/festival/event, give dates and location: Date: July 12-16 Location: Bridgeport Country Club
Event

Describe the proposed activities with dollar amounts to be funded by this request:
The funds will help cover the cost of operating a junior golf championship in Bridgeport, WV. Money raised in addition to the cost of the event will go towards local charities and junior golf scholarships

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

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

(Name of Applicant) MICHAEL GERVAIS 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) MICHAEL GERVAIS, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) MICHAEL GERVAIS 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) MICHAEL GERVAIS 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 _____ **Date** 4-9-26

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: _____

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form, see Purpose of Form, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

American Junior Golf Association

2 Business name/disregarded entity name, if different from above

3a Check the appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)

Note: Check the "LLC" box above and, in the entry space, enter the appropriate tax classification of the LLC: C, S, or P. A single-member LLC that is disregarded, do not check the LLC box unless the owner of the LLC is another LLC that is not disregarded for federal tax purposes. Otherwise, see the instructions for line 3a.

☑ Other (see instructions) 501(c)(3) Non-profit corporation

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.

1980 Sports Club Drive

Requester's name and address (optional)

6 City, state, and ZIP code

Braselton, GA 30517

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			–			–			

or

Employer identification number									
5	8	–	1	4	3	3	9	1	4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person	Jana Miller, CFO	Date	4/26/24

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity should complete this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

Line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change has been added to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Internal Revenue Service

Date: June 10, 2005

AMERICAN JUNIOR GOLF ASSOCIATION
1980 SPORTS CLUB DR
BRASELTON GA 30517

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Michelle Jones 31-07675
Customer Service Specialist
Toll Free Telephone Number:
8:30 a.m. to 5:30 p.m. ET
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
58-1433914

Dear Sir or Madam:

This is in response to your request of March 15, 2005, regarding your organization's tax-exempt status.

In July 1981 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services

Staff and Committee Contact Information			
Name	**Title**	**Email**	**Phone Number**
Adam Brueggman	Tournament Director	abrueggman@ajga.org	(412) 638-7790
Ryan Flanagan	Senior Regional Director, Midwest	rflanagan@ajga.org	(606) 416-8170
Michael Gervais	Head Golf Professional	mgervaispga@gmail.com	(304) 838-0675
Tim McNeely	Committee Member	tim@mcneelyrealtygroup.com	(304) 844-8618
Todd Trickett	Committee Member	trick@citynet.net	(304) 677-6782
Andrea Kerr	Committee Member	akerr@bridgeportwv.com	(304) 629-3412
Chris Kerr	Committee Member	Ckerr87@gmail.com	(304) 629-1206
Woody Woodward	Committee Member	woodybwoodward@gmail.com	(304) 677-6263
Adam Dyer	Committee Member	adam.dyer@blueridgeriskpartners.com	(304) 677-0577
Scott Griffiths	Committee Member	Scott.griffiths@wvumedicine.org	(304) 916-2017
Ben Randolph	Committee Member	bhrandolph@gmail.com	304-629-9893

WVU Medicine United Hospital Center Junior Championship

Bridgeport Country Club - July 13-17, 2025

	Budget
Revenue	
Corporate Sponsorship:	
603A · Hotel Rebate	1,866
603F · Series Sponsorship	
603 · Corporate Sponsorship	55,000
Total Corporate Sponsors	**56,866**
General Tournament Fundraising:	
610 · Gen. Tourn. Fundraising	8,750.00
Junior-Am Teams, Assets, Sponsorship & Mulligans:	
612 · Junior-Am Sponsors	35,000.00
612C · Mulligans	
Total 612 · Junior-Am Sponsors	35,000
Total General Fundraising & Junior-Am	**43,750**
Individual sponsors:	
609 · Staff Cost Donations	
618 · Banquet/Cookout Revenue	
Total Individual sponsors	**0**
Total Revenue	**100,616**
Gross Profit	**100,616**
Expense	
910A · Staff Food Calculator	0.00
910A1 · Food In-Transit	16.28
Total 910A · Staff Food	**16**
910B · Staff Lodging	
910B1 · Lodging On-Site	0.00
910B2 · Lodging In-Transit	0.00
910B · Staff Lodging	0.00
Total 910B · Staff Lodging	**0**
910C · Pre-Tournament Trip	194.00
910D · Staff Airfare	200.00
910H · SRO Expenses	494.00
910E · Staff Auto Calculator	
910E1 · Gas On-Site	95.00
910E1a · Gas In-Transit	268.00
Total 910E1 · Gas	**363**
910E2 · Rental Cars	350.00
910E3 · Mileage	463.00
910E4 · Parking	0.00
910E5 · Taxi	0.00
910E6 · Public Transit	0.00
910E · Staff Auto	25.00
Total 910E · Staff Auto	**1,201**
910F · Support Staff	5,446.00
Total 910 · Staff Expenses	**7,551**
920A · Tournament	7,983.00
920C · Qualifier	2,048.00
920 · Site Fees	0.00
Total 920 · Site Fees	**10,031**
930A · Reception	6,750.00
930B · Caps & Visors	772.00
930D · Clothing	3,992.00
930E · Awards	321.00
930F · Breakfast/Lunch	1,800.00
930H · Jr-Am Site Fees	1,969.00
930I · Gifts	300.00
930K · Jr-Am Towels	900.00
930L · Jr-Am Signage & Promotion	0.00
930 · Junior-Am	0.00
Total 930 · Junior-Am	**16,804**

940A · Tournament Cookout		0.00
940B · Players Meeting		0.00
940C · Product & Ice		227.50
940D · Volunteer Lunches	Calculator	1,710.00
940E · Hospitality		0.00
940F · Banquet		0.00
940G · Player Meals	Calculator	0.00
940 · Food & Beverage		0.00
Total 940 · Food & Beverage		**1,938**
950A · Champion Trophies		456.00
950B · Top 5 Awards		432.00
950D · Engraving		0.00
950E · Permanent Trophy		0.00
950F · All-American Trophies		0.00
950G · Qualifier		48.00
950 · Awards		0.00
Total 950 · Awards		**936**
960A · Towels		756.00
960B · Tourn. Caps & Visors		772.00
960C · Qualifier Gifts		561.00
960E · Clothing		1,640.00
960F · Appreciation		558.00
960G · Volunteer		2,016.00
960I · Other Player Gifts		4,451.00
960 · Gifts		0.00
Total 960 · Gifts		**10,754**
970B · Program		0.00
970C · Scorecards		0.00
970 · Printing - Tournament		65.00
Total 970 · Printing - Tournament		**65**
980A · Graphics Artist/Scoreboard		0.00
980B · Invitational Items		0.00
980C · Banners & Sign Boards		3,028.00
980D · Electronic Scoring		0.00
980E · Tournament Flags		298.00
980F · Tournament Adv/Promo		0.00
980 · Scoreboard & Signage		0.00
Total 980 · Scoreboard & Signage		**3,326**
990B · Committee Expense		
990B1 · Gifts		1,291.00
990B2 · Laundry		0.00
990B3 · Supplies		0.00
990B4 · Activities/Entertainment		600.00
990B · Committee Expense		836.96
Total 990B · Committee Expense		**2,728**
990C · Equipment & Supplies		
990C1 · Fixed Costs		3,600.00
990C · Equipment & Supplies		0.00
Total 990C · Equipment & Supplies		**3,600**
990D · Equipment/Room Rental		4,000.00
990E · Shuttle Transportation		0.00
990F · Shipping & Postage		152.00
990G · Photography		25.00
990H · Clipping Services		0.00
990I · Player Travel/Lodging		0.00
990J · Professional Services		0.00
990K · Equipment "Breakage"		0.00
990M · Medic Services		0.00
990 · Tournament Operations		0.00
Total 990 · Tournament Operations		**10,505**
Total Operating Expenses		**61,910**
Proceeds for Contributions to Charity		**38,706**
Contrib. to AJGA Foundation Initatives		
Contrib. of Goods/Services to Local Charities		
Contrib. to Local Charities		19,386.00

Total Contributions	19,386
Total Expense w/ Contributions	81,296
Net Proceeds / (Loss)	19,320

10:15

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: 5/26/26

Organization Name: City of Shinnston

Name and Title of Requester: Brendan Gallagher Economic Developer

Mailing Address of Organization and Responsible Person:

40 Main St Shinnston WV 26431

If approved, this is where the check will be sent

Telephone: 3 045922126 Fax: _____ E-mail: blackandtealconcepts@gmail.com

FEIN# 55-6000250 Is your organization an IRS 501(c) 3 not-for-profit? Y ●

If yes, attach IRS Status Letter

If no, please explain: _____

TOTAL Cost of Project/Activity: $ 8,000

Dollar Amount REQUESTED - Grant: $ 1,500 Loan: $ _____

Was project funded previously by HCC? Y ● 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: August 2025 ; how much: $ 1.500

When: _____ ; how much: $ _____

When: _____ ; how much: $ _____

Purpose of request (one sentence): These funds will go towards our Independence Dav Celebration and assist witn costs

If for a fair/festival/event, give dates and location: Date: July 1,2026 Location: Ferguson Park

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

Our Independence Day Celebration brings people in from all across NCWV and these funds will help is Assist in the costs of fireworks.The day consists of swimming, inflatables, the Shinnston Community Band, and the fireworks. These funds would go toward the fireworks.

Are your financial statements audited by an outside accounting firm? ● N

If Yes, by whom: Yes, State Auditors Office

Do you plan to recognize the Harrison County Commission 's contribution? ● N

If Yes, how? Yes, through social media posts, electonic sign and stage announcements

(Name of Applicant) Brendan Gallagher 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) Brendan Gallagher, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) Brendan Gallagher 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) Brendan Gallagher 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_____ **Date** 5/26/26

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

10:20

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: 5/26/26

Organization Name: City of Shinnston

Name and Title of Requester: Brendan Gallagher Economic Developer

Mailing Address of Organization and Responsible Person:
40 Main St Shinnston WV 26431
If approved, this is where the check will be sent

Telephone: 3 045922126 Fax: _____ E-mail: blackandtealconcepts@gmail.com

FEIN# 55-6000250 Is your organization an IRS 501(c) 3 not-for-profit? Y
If yes, attach IRS Status Letter
If no, please explain: _____

TOTAL Cost of Project/Activity: $ 13,000

Dollar Amount REQUESTED - Grant: $ 1,500 Loan: $ _____

Was project funded previously by HCC? N If so, when Ausgust 2025 ; how much: $ 1,500

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: August 2025 ; how much: $ 1.500
When: _____ ; how much: $ _____
When: _____ ; how much: $ _____

Purpose of request (one sentence): These funds will go towards our Shindy Music Festival

If for a fair/festival/event, give dates and location: Date: August 1,2026 Location: Ferguson Park

Describe the proposed activities with dollar amounts to be funded by this request:
The Shindy Music Festival is a one day music fest that delebrates the divers music of state of West Virginia and draws concert goers from all over the country. These funds would help us cover some the costs of the artists and sound.

Are your financial statements audited by an outside accounting firm? N
If Yes, by whom: Yes, State Auditors Office

Do you plan to recognize the Harrison County Commission 's contribution? N
If Yes, how? Yes, through social media posts, electonic sign and stage announcements

(Name of Applicant) Brendan Gallagher 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) Brendan Gallagher, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) Brendan Gallagher 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) Brendan Gallagher 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_____ **Date** 5/26/26

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

10:25

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: 5/27/2026

Organization Name: Suibukan of WV

Name and Title of Requester: Jenica Greynolds - Vice President

Mailing Address of Organization and Responsible Person:
107 Oak Ridge Estates Road Mt Clare WV 26408
If approved, this is where the check will be sent

Telephone: 304-669-2765 Fax: _____ E-mail: suibukanofwv@gmail.com

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

TOTAL Cost of Project/Activity: $ $2750/ Competitor * 4 competitors = $11,000

Dollar Amount REQUESTED - Grant: $ Any amount is appreciated Loan: $ _____

Was project funded previously by HCC? Y N No 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: _____ ; how much: $ _____
When: _____ ; how much: $ _____
When: _____ ; how much: $ _____

Purpose of request (one sentence): World Karate Championship Tournament in Romania

If for a fair/festival/event, give dates and location: Date: 7/22/2026-7/26/2026 Location: Cluj, Romania
Cluj, Romania

Describe the proposed activities with dollar amounts to be funded by this request:
6 Members of Suibukan of WV Karate have been selected to represent Team USA in Romania for the 2026 World Karate Championships. 4 members are Harrison county youth and all funds will be used towards their expenses. The team has been selected by National USA Team coaches based on their competition results throughout the 2025/2026 season. Competing in state, regional, and National competitions to qualify to be in the team selection pool. These are the only competitors from the state of WV to be selected.

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

Do you plan to recognize the Harrison County Commission 's contribution? Y Yes N
If Yes, how? We will have team shirts printed with all sponsors and social media recognitions

(Name of Applicant) Jenica Greynolds 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) Jenica Greynolds, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) Jenica Greynolds 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) Jenica Greynolds 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 Jenica Greynolds **Date** 5/27/2026

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.

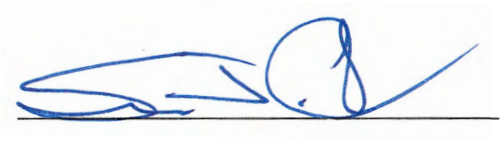
1. Apple Butter Festival - City of Salem
2. Fort New Salem Holiday - Christmas Activity
3. Frontier Days - City of Shinnston ,
4. Glen Elk Village Wine Musical & Art? Festival

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.

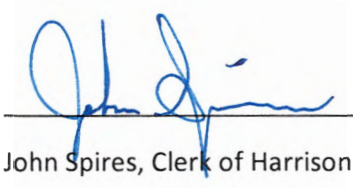
Now, therefore be it further resolved, the Harrison County Commission does hereby direct the administrative staff with the Office of the County Commission to take the necessary steps to communicate and provide this Order to the entities and agencies that have received funding during the past four fiscal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

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



Susan J Thomas, President

Attest:



John Spires, Clerk of Harrison County

May 14, 2026

Dear Brian Greynolds,

On behalf of the AAU National Team Karate Selection Committee, it is an honor to inform you that you have been selected to represent the United States at the **2026 WUKF World Karate Championships** in Cluj-Napoca, Romania, from July 22 to July 26, 2026.

Your selection is a testament to your dedication and competitive excellence within the AAU Karate program. Please review the following mandatory requirements and logistics regarding your participation:

Registration & Participation Requirements

- **Registration Link:** Scan QR Code above
- **Registration Password:** #26WUKFRomania
- **Mandatory Competition:** All athletes registering for the World Championships are required to compete in the **2026 AAU Karate National Championships**.
- **Passport:** All participants must possess a valid passport by **July 1, 2026**.

Travel & Accommodation

- **Schedule:** Team members are expected to arrive at the designated team hotel on **July 20, 2026** for check-in. The scheduled check-out date is **July 27, 2026**.
- **Travel Arrangements:** Athletes are responsible for coordinating their own transportation to and from Romania.
- **Guardianship:** Athletes 17 and under must register **one** parent/guardian to accompany them. The parent/guardian must accompany the athlete to all scheduled events and meals; these costs are included in the registration fee for parent/guardian and athlete. Due to capacity limitations, we are unable to facilitate additional family members. Any guests outside of the one registered guardian must arrange their own travel, lodging and activities independently of the AAU/USA National Team.

Financial Commitment

The comprehensive trip fee is estimated between **$2,750 and $2,850**. This fee covers hotel accommodations (July 20–27), tournament entry fees, cultural experiences, the official team jacket, and scheduled meals.

- **Deposit:** A 50% deposit is required at the time of registration.
- **Final Balance:** The remaining balance is due by **June 15, 2026**. Please note that balances will be automatically charged to the credit card on file on this date.

Space is strictly limited, please complete your registration by **May 20, 2026** to secure your position. **After May 20, 2026, any unconfirmed spots will be offered to the next eligible athlete in the team pool.**

Should you have any questions or require assistance with the registration process, please contact the Committee at **karate@aausports.org**.

Congratulations on this remarkable achievement. We look forward to your participation on the world stage.

Yours in Karate,

The AAU Karate Selection Committee

April 17, 2026

Dear Jenica Greynolds,

On behalf of the AAU National Team Karate Selection Committee, it is an honor to inform you that you have been selected to represent the United States at the **2026 WUKF World Karate Championships** in Cluj-Napoca, Romania, from July 22 to July 26, 2026.

Your selection is a testament to your dedication and competitive excellence within the AAU Karate program. Please review the following mandatory requirements and logistics regarding your participation:

Registration & Participation Requirements

- **Registration Link:** Scan QR Code above
- **Registration Password:** #2026WUKFRomania
- **Mandatory Competition:** All athletes registering for the World Championships are required to compete in the **2026 AAU Karate National Championships**.
- **Passport:** All participants must possess a valid passport by **July 1, 2026**.

Travel & Accommodation

- **Schedule:** Team members are expected to arrive at the designated team hotel on **July 20, 2026**, for check-in. The scheduled check-out date is **July 27, 2026**.
- **Travel Arrangements:** Athletes are responsible for coordinating their own transportation to and from Romania.
- **Guardianship:** Athletes under the age of 17 are permitted to register one parent or guardian to accompany them. This policy ensures maximum capacity for participating athletes.

Financial Commitment

The comprehensive trip fee is estimated between **$2,750 and $2,850**. This fee covers hotel accommodations (July 20–27), tournament entry fees, cultural experiences, the official team jacket, and scheduled meals.

- **Deposit:** A 50% deposit is required at the time of registration.
- **Final Balance:** The remaining balance is due by **June 15, 2026**. Please note that balances will be automatically charged to the credit card on file on this date.

Space is strictly limited, please complete your registration by **May 1, 2026** to secure your position. **After May 1, 2026, any unconfirmed spots will be offered to the next eligible athlete in the team pool.**

Should you have any questions or require assistance with the registration process, please contact the Committee at **karate@aausports.org**.

Congratulations on this remarkable achievement. We look forward to your participation on the world stage.

Yours in Karate,

The AAU Karate Selection Committee

May 5, 2026

Dear Abby Vickers,

On behalf of the AAU National Team Karate Selection Committee, it is an honor to inform you that you have been selected to represent the United States at the **2026 WUKF World Karate Championships** in Cluj-Napoca, Romania, from July 22 to July 26, 2026.

Your selection is a testament to your dedication and competitive excellence within the AAU Karate program. Please review the following mandatory requirements and logistics regarding your participation:

Registration & Participation Requirements

- **Registration Link:** Scan QR Code above
- **Registration Password:** #26WUKFRomania
- **Mandatory Competition:** All athletes registering for the World Championships are required to compete in the **2026 AAU Karate National Championships**.
- **Passport:** All participants must possess a valid passport by **July 1, 2026**.

Travel & Accommodation

- **Schedule:** Team members are expected to arrive at the designated team hotel on **July 20, 2026** for check-in. The scheduled check-out date is **July 27, 2026**.
- **Travel Arrangements:** Athletes are responsible for coordinating their own transportation to and from Romania.
- **Guardianship:** Athletes 17 and under must register **one** parent/guardian to accompany them. The parent/guardian must accompany the athlete to all scheduled events and meals; these costs are included in the registration fee for parent/guardian and athlete. Due to capacity limitations, we are unable to facilitate additional family members. Any guests outside of the one registered guardian must arrange their own travel, lodging and activities independently of the AAU/USA National Team.

Financial Commitment

The comprehensive trip fee is estimated between **$2,750 and $2,850**. This fee covers hotel accommodations (July 20–27), tournament entry fees, cultural experiences, the official team jacket, and scheduled meals.

- **Deposit:** A 50% deposit is required at the time of registration.
- **Final Balance:** The remaining balance is due by **June 15, 2026**. Please note that balances will be automatically charged to the credit card on file on this date.

Space is strictly limited, please complete your registration by **May 14, 2026** to secure your position. **After May 14, 2026, any unconfirmed spots will be offered to the next eligible athlete in the team pool.**

Should you have any questions or require assistance with the registration process, please contact the Committee at **karate@aausports.org**.

Congratulations on this remarkable achievement. We look forward to your participation on the world stage.

Yours in Karate,

The AAU Karate Selection Committee

April 17, 2026

Dear Kaiden Vickers,

On behalf of the AAU National Team Karate Selection Committee, it is an honor to inform you that you have been selected to represent the United States at the **2026 WUKF World Karate Championships** in Cluj-Napoca, Romania, from July 22 to July 26, 2026.

Your selection is a testament to your dedication and competitive excellence within the AAU Karate program. Please review the following mandatory requirements and logistics regarding your participation:

Registration & Participation Requirements

- **Registration Link:** Scan QR Code above
- **Registration Password:** #2026WUKFRomania
- **Mandatory Competition:** All athletes registering for the World Championships are required to compete in the **2026 AAU Karate National Championships**.
- **Passport:** All participants must possess a valid passport by **July 1, 2026**.

Travel & Accommodation

- **Schedule:** Team members are expected to arrive at the designated team hotel on **July 20, 2026**, for check-in. The scheduled check-out date is **July 27, 2026**.
- **Travel Arrangements:** Athletes are responsible for coordinating their own transportation to and from Romania.
- **Guardianship:** Athletes under the age of 17 are permitted to register one parent or guardian to accompany them. This policy ensures maximum capacity for participating athletes.

Financial Commitment

The comprehensive trip fee is estimated between **$2,750 and $2,850**. This fee covers hotel accommodations (July 20–27), tournament entry fees, cultural experiences, the official team jacket, and scheduled meals.

- **Deposit:** A 50% deposit is required at the time of registration.
- **Final Balance:** The remaining balance is due by **June 15, 2026**. Please note that balances will be automatically charged to the credit card on file on this date.

Space is strictly limited, please complete your registration by **May 1, 2026** to secure your position. **After May 1, 2026, any unconfirmed spots will be offered to the next eligible athlete in the team pool.**

Should you have any questions or require assistance with the registration process, please contact the Committee at **karate@aausports.org**.

Congratulations on this remarkable achievement. We look forward to your participation on the world stage.

Yours in Karate,

The AAU Karate Selection Committee

May 5, 2026

Dear Cole Vickers,

On behalf of the AAU National Team Karate Selection Committee, it is an honor to inform you that you have been selected to represent the United States at the **2026 WUKF World Karate Championships** in Cluj-Napoca, Romania, from July 22 to July 26, 2026.

Your selection is a testament to your dedication and competitive excellence within the AAU Karate program. Please review the following mandatory requirements and logistics regarding your participation:

Registration & Participation Requirements

- **Registration Link:** Scan QR Code above
- **Registration Password:** #26WUKFRomania
- **Mandatory Competition:** All athletes registering for the World Championships are required to compete in the **2026 AAU Karate National Championships**.
- **Passport:** All participants must possess a valid passport by **July 1, 2026**.

Travel & Accommodation

- **Schedule:** Team members are expected to arrive at the designated team hotel on **July 20, 2026** for check-in. The scheduled check-out date is **July 27, 2026**.
- **Travel Arrangements:** Athletes are responsible for coordinating their own transportation to and from Romania.
- **Guardianship:** Athletes 17 and under must register **one** parent/guardian to accompany them. The parent/guardian must accompany the athlete to all scheduled events and meals; these costs are included in the registration fee for parent/guardian and athlete. Due to capacity limitations, we are unable to facilitate additional family members. Any guests outside of the one registered guardian must arrange their own travel, lodging and activities independently of the AAU/USA National Team.

Financial Commitment

The comprehensive trip fee is estimated between **$2,750 and $2,850**. This fee covers hotel accommodations (July 20–27), tournament entry fees, cultural experiences, the official team jacket, and scheduled meals.

- **Deposit:** A 50% deposit is required at the time of registration.
- **Final Balance:** The remaining balance is due by **June 15, 2026**. Please note that balances will be automatically charged to the credit card on file on this date.

Space is strictly limited, please complete your registration by **May 14, 2026** to secure your position. **After May 14, 2026, any unconfirmed spots will be offered to the next eligible athlete in the team pool.**

Should you have any questions or require assistance with the registration process, please contact the Committee at **karate@aausports.org**.

Congratulations on this remarkable achievement. We look forward to your participation on the world stage.

Yours in Karate,

The AAU Karate Selection Committee

May 5, 2026

Dear Donald Myers,

On behalf of the AAU National Team Karate Selection Committee, it is an honor to inform you that you have been selected to represent the United States at the **2026 WUKF World Karate Championships** in Cluj-Napoca, Romania, from July 22 to July 26, 2026.

Your selection is a testament to your dedication and competitive excellence within the AAU Karate program. Please review the following mandatory requirements and logistics regarding your participation:

Registration & Participation Requirements:

- **Registration Link:** Scan QR Code above
- **Mandatory Competition:** All athletes registering for the World Championships are required to compete in the **2026 AAU Karate National Championships.**
- **Passport:** All participants must possess a valid passport by **July 1, 2026.**

Travel & Accommodation

- **Schedule:** Team members are expected to arrive at the designated team hotel on **July 20, 2026** for check-in. The scheduled check-out date is **July 27, 2026.**
- **Travel Arrangements:** Athletes are responsible for coordinating their own transportaiion to and from Romania.
- **Guardianship:** Athletes 17 and under must register one parent/guardian to accompany them. The parent/guardian must accompany the athlete to all scheduled events and meals; these costs are included in the registration fee for parent/guardian and athlete. Due to capacity limitations, we are unable to facilitate additional family members. Any guests outside of the one registered guardian must arrange their own travel, lodging and activities independently of the AAU/USA National Team.

Financial Commitment

The comprehensive trip fee is estimated between **$2,750 and $2,850**. This fee covers hotel accommodations (July 20–27), tournament entry fees, cultural experiences, the official team jacket, and scheduled meals.

- **Deposit:** A 50% deposit is required at the time of registration.
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Space is strictly limited, please complete your registration by **May 14, 2026** to secure your position. **After May 14, 2026, any unconfirmed spots will be offered to the next eligible athlete in the team pool.**

Should you have any questions or require assistance with the registration process, please contact the Committee at **karate@aausports.org.**

Congratulations on this remarkable achievement. We look forward to your participation on the world stage.

Yours in Karate,

The AAU Karate Selection *Committee*

IRS DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

Date of this notice: 10-17-2019

Employer Identification Number:
84-3397690

Form: SS-4

Number of this notice: CP 575 G

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

BRIAN KEITH GREYNOLDS
SUIBUKAN OF WEST VIRGINIA
107 OAKRIDGE ESTATES RD
MOUNT CLARE, WV 26408

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 84-3397690. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

IMPORTANT REMINDERS:

* Keep a copy of this notice in your permanent records. **This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you.** You may give a copy of this document to anyone asking for proof of your EIN.

* Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.

* Refer to this EIN on your tax-related correspondence and documents.

If you have questions about your EIN, you can call us at the phone number or write to us at the address shown at the top of this notice. If you write, please tear off the stub at the bottom of this notice and send it along with your letter. If you do not need to write us, do not complete and return the stub.

Your name control associated with this EIN is GREY. You will need to provide this information, along with your EIN, if you file your returns electronically.

Thank you for your cooperation.

West Virginia Unemployment Compensation Signature Page

Unified Business Identifier: UD001001093001
Business Legal Name:
Suibukan of West Virginia

Partners in business for West Virginia
www.business4wv.com

Business Legal Name	Suibukan of West Virginia
Submitted Date	10/17/2019
Registration Type	New Business 2
Registrant Type	A business formed in West Virginia.
Charter Type	Domestic
Class	For Profit
Organization Type	Sole Proprietorship
WV Effective Date	10/17/2019
Primary Business Location	107 Oak Ridge Estates Road Mount Clare , WV 26408 Phone #: (304)276-2547 County: Harrison
Tax Return Mailing Address	107 Oakridge Estates road Mount Clare , WV 26408
Owner Information	Brian Greynolds 107 Oak Ridge Estates Road Mount Clare , WV 26408
Source of Business	ALL NEW
Any of Owners in Business Before?	No
Business Activity Type	Other
Primary Business Class	6116 Other Schools and Instructio 611620 - Sports and Recreation Instruction
[illegible]ness Activity Public?	Yes
[illegible]condary Business Class	None
Business Activity Description	Martial Arts School
WV/Location Operation Start Date	01/01/2020
WV/Location Annual Gross Income	$20,000 or Less
Previous Year Gross Income Over $4,000?	No
Federal Taxable Year End	December
Sales/Service Location in WV?	No
Special Products	None
Sell beer to licensed distributors?	No
Sell beer to licensed retailers?	No
Sell liquor/wine/beer by the bottle?	No
Sell wine to licensed distributors?	No
Sell wine to licensed retailers?	No
Sell wine products to suppliers?	No
Stamp and sell cigarettes wholesale?	No
Sell other tobacco products wholesale?	No
Sell cigarettes retail?	No
Sell other tobacco products at retail?	No
Sell tax paid motor fuel at retail?	No
Operate as a(n) Refiner	No
[illegible]erate as a(n) Supplier	No

Unified Business Identifier: UD001001093001
Business Legal Name:
Suibukan of West Virginia

Operate as a(n) Permissive Supplier?	
Operate as a(n) Importer	No
Operate as a(n) Blender	No
Operate as a(n) Exporter	No
Operate as a(n) Terminal Operator	No
Operate as a(n) Transporter	No
Operate as a(n) Distributor	No
Operate as a(n) Producer	No
Operate air/rail/watercraft for freight or passengers?	No
Manufacturer of soft drinks, syrups and/or powders	No
Bottler of soft drinks, syrups and/or powders	No
Wholesaler of soft drinks, syrups and/or powders	No
Purchase soft drinks, syrups and/or powders for resale with the excise tax paid from a manufacturer	No
Purchase soft drinks, syrups and/or powders for resale with the excise tax paid from a wholesaler	No
Purchase soft drinks for resale without the excise tax paid from a bottler or manufacturer	No
Purchase soft drinks for resale without the excise tax paid from a wholesaler	No
Special Activities	None
Behavioral health center or community care service?	No
Provide health care service?	No
Economic interest in severing natural resources?	No
Produce or process coal only?	No
Produce or process coal and other natural resources?	No
Produce timber?	No
Produce timber and other natural resources?	No
Provide public utilities?	No
Generate electric power for resale?	No
Operate natural gas storage reservoir?	No
Sell or furnish PSC regulated telecommunications?	No
Operate a collection agency?	No
Make consumer loans?	No
Make supervised loans?	No
Offer credit services?	No
Provide mortgage broker services?	No
Purchase future payments?	No
Operate an employment agency?	No
Conduct telemarketing to WV consumers?	No
Operate as a transient vendor?	
Use commercial weighing or measuring devices?	No
Make purchase outside WV other than for resale?	Yes

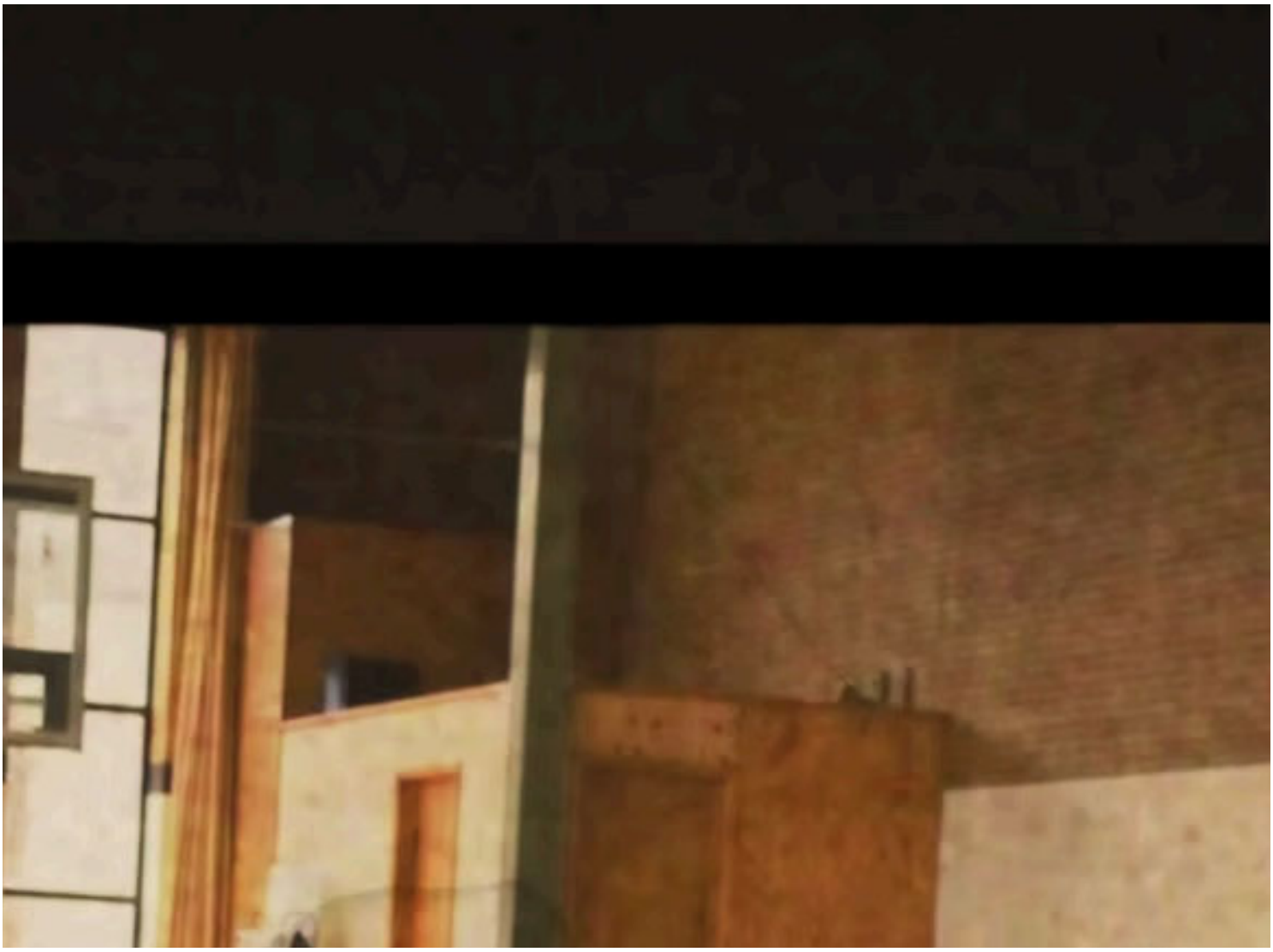
Unified Business Identifier: UD001001093001
Business Legal Name:
Suibukan of West Virginia

Partners in business for West Virginia
www.business4wv.com

Will business have employees?	No
Address of Payroll Location	Same as the Primary Business Location Address (listed above)
Payroll Mailing Address (UC)	Same as the Primary Business Location Address (listed above)
Are you a scrap metal dealer or recycler?	No
Veteran-Owned organization?	No
Company Website Address	



Let's Chat!



OUR PARTNERS AND SANCTIONING

AAU KARATE

Website

TEAM REBELLION

Website

RIVAL

Wel

MEET OUR INSTRUCTORS

Take a look below to learn more about the team. Brian and Jenica Greynolds are accomplished Shorin-Ryu karate and Kobudo stylists and dedicated instructors, known for their significant contributions to the martial arts community. As avid competitors, they have achieved impressive accolades in various national karate tournaments. Their passion and expertise have not only elevated their own performance but have also profoundly impacted their students' journeys in karate.

Through their rigorous training programs and unwavering commitment to excellence, Brian and Jenica have successfully nurtured and coached multiple students to become national champions. Their teaching philosophy emphasizes discipline, respect, and continuous improvement, making them highly respected figures in the martial arts world.

In addition to their competitive achievements, the Greynolds are recognized for their dedication to preserving the traditional techniques and values of Shorin-Ryu karate, ensuring that this ancient art continues to thrive and inspire future generations. Their contributions extend beyond the dojo, as they actively engage in community outreach and promote the benefits of martial arts training for physical and mental well-being.

BRIAN GREYNOLDS, RENSHI - 6TH DAN

President and Chief Instructor

Brian was born in Clarksburg, West Virginia in 1975 and raised in a little house on Jarvisville Road by his Mother and Grandfather. He began his martial arts journey at the Salem Karate Club in 1991 as a student of Sensei John Folsom, now 8th Dan, where he met many talented black belts who helped him in his martial arts journey. One of those black belts was Sensei Robert Leonard who promoted Sensei Greynolds to black belt level on July 14th, 1995. Sensei Greynolds was one of Sensei Leonard's first black belts. Another black belt that made a huge

impact on Sensei Greynolds martial arts journey is Sensei Jude Gore, 7th Dan. Sensei Gore has been a longtime friend and training partner of Sensei Greynolds for over 20 years.

In 2001 Sensei Greynolds traveled to meet Mr. Ernest Lieb the instructor of Sensei John Folsom. He returned with a new light in his eyes knowing that the American Karate System was an organization that he wanted to be part of. Brian joined the AKS in 2002 and traveled to Germany with Mr. Lieb in the fall of that same year. Sensei Greynolds and Sensei Gore started a club together in 2006, The St. James Karate Club, later rename the Mountaineer Karate Club. Mountaineer Karate Club is still in existence under Sensei Gore's direction. Sensei Greynolds has achieved many goals with the American Karate System such as earning his 5th Degree Blackbelt in 2011, and awarded the AKS Black Belt of the Year at the 2013 AKS Annual Summer Camp.

After all the years of training Sensei Greynolds found himself looking for addition martial arts growth and was on the hunt for a Sensei that could help him in this journey. Sensei Greynolds knew of a person that could fill this need but he lived in Michigan. Sensei Greynolds met Hanshi Hayes in 2004 at AKS summer camp in Michigan and was able to work out with him and learn from him at many seminars over the years. Sensei Greynolds requested to become a student of Hanshi Hayes and was accepted into Yamashita Shorin-Ryu under the tutelage of Hanshi Hayes. Sensei Greynolds began making regular visits to Michigan to make the transition into Shorin-Ryu and learn from Hanshi Hayes 9th Dan. Sensei Greynolds began his new training alongside his wife, Shihan Jenica Greynolds.
On January 27th, 2024 after 33 years of training Sensei Greynolds was awarded 6th degree black belt and given the title of Renshi by Hanshi Tadashi Yamashita.

Contact

JENICA GREYNOLDS, SHIHAN - 4TH DAN

Vice President and Instructor

Jenica started martial arts when she was 5 years old at the Salem Karate Club under Sensei John Folsom (8th dan). Many may still know her as "Little Nikki Bolden". She was fortunate to learn from many great black belts there including Gary Sokal, Robert (Part time) Leonard, Chad Rector, Jude Gore, Mark Brown, Tala, and Chuck Krum. The Salem Karate Club dojo was the old barn in Salem, and working out in there was tough, hot, and created black belts with a special kind of grit. Sparring was often times full contact, repetition bred muscle memory, strength, and stamina, and respect was at the forefront of every minute within those walls. She earned her black belt at 15 and continued to workout for a few years before life pulled her away from the martial arts. After a 20 year hiatus she reconnected with her now husband, Brian Greynolds, who sparked her love for the martial arts all over again. She is excited to learn and grow with him as her teacher, coach, and biggest fan.

Contact

Renshi Greynolds and Shihan Jenica founded Suibukan of WV in 2020 to train others in Yamashita Shorin-Ryu, Kobudo and Suikendo throughout West Virginia. They began teaching out of their basement before moving to a larger facility to allow for new students. As they continue to learn under the direction of Hanshi Yamashita and Hanshi Hayes, they are excited to see growth in themselves and the others they teach. Suibukan of West Virginia is now located inside Rival Fitness in Clarksburg West Virginia.

WELCOME TO SUIBUKAN OF WEST VIRGINIA

One of West Virginia's finest martial arts schools

At Suibukan of West Virginia, we strive to empower students to tackle challenges and take on new experiences. Below you'll find the information you need about our courses, our team, or our methodology. Can't find what you're looking for? Contact us today.

Get in Touch



MORE ABOUT SUIBUKAN OF WEST VIRGINIA

Mission & Values

21st century education carries with it a mix of new challenges and promising tools. Our Karate School offers a flexible program, innovative techniques and fresh methodologies. But at the core of our mission, lies our commitment to providing an engaging, respectful and rewarding learning environment. This unique approach, together with our top quality faculty, makes Suibukan of West Virginia one of the best schools in West Virginia. Explore our engaging and diverse course schedule, and get in touch with our team to schedule a free trial class.



SUIBUKAN OF WEST VIRGINIA NEWS

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3-A.

Harrison County Commission
Payroll Change Notice

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
06-09-2026		

NAME	ADDRESS
Jade Haggerty	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		911	

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) Resignation effective 06-09-2026 (last day)

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Andrew D. Bailey	DATE 05-27-2026
HUMAN RESOURCES MANAGER	DATE

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Amsterdam

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
6-17-26		

NAME	ADDRESS
Ashlea Duda	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☐ RATE		
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☒ OTHER _____	0	4-6
☐ 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) New Hire

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Kallie Romero	DATE
HUMAN RESOURCES MANAGER	DATE

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At the regular meeting of the County Commission of Harrison County held on Wednesday April 15, 2026, Commissioners Susan Thomas, David Hinkle and Patsy Trecost II were present. Also present were John Spires, County Clerk and Laura Pysz-Laulis, County Administrator. Commissioner Thomas opened the meeting and Commissioner Trecost said a prayer and led those present in the Pledge of Allegiance to the flag.

1. **Public Comment Period**: NONE
2. **Consent Agenda**: Hinkle moved to approve. Commission concurred.
3. **Payroll Change Notices:** Hinkle moved to approve A through F as presented. Commission concurred.
    - **A.** Bryan Lowther – 911 – Retirement – Effective April 24, 2026
    - **B.** Christina Measell – 911 – Resignation – Effective March 27, 2026
    - **C.** Megan Rowand – 911 – Promotion – Effective April 25, 2026
    - **D.** Natasha McDaniel – 911 – Promotion – Effective April 25, 2026
    - **E.** I.T. Claypool – Law Enforcement – Resignation – Effective April 13, 2026
    - **F.** Ashley Lightner – Animal Control – Discharge – Effective April 13, 2026
4. **Minutes and/ or Amended Minutes of Previous Meetings:** Hinkle moved to approve as presented. Commission concurred.
    - **A.** Special Meeting Minutes for March 18th, 2026
    - **B.** Regular Meeting Minutes for March 18th, 2026
5. **Requisitions --- Purchase Orders --- Invoices:** Hinkle moved to approve A and B as presented. Commissioner Trecost and Commissioner Hinkle voted in favor. Commissioner Thomas voted against. Motion carried.
    - A. Quotes
    - **B.** Vendor List of Payments
6. **Exonerations --- Corrective Tickets --- Joint Property Applications:** Hinkle moved to approve as presented. Commission concurred.
    - **A.** Exonerations

10:05 A.M. --- Hearing to Close Delinquent & Un-Progressed Estates: Commissioner Thomas opened the hearing.
Robert Pevler representing the Estate of Donna Hayes, spoke on issues with an Estate Trust that the decedent is a beneficiary of and requests that the Estate of Donna Hayes be left open in order to handle that part of the estate.
Richard Marsh representing the Estate of Irvin Ashcraft, request the estate remain open due to two pending collection cases in Upshur County.

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Jessica Hoke representing the Estate of Janet Brown, asked for the estate to remain open due to trying to locate minerals in Marion County.
The Estate of Paul Conley is requesting to remain open due to a claim against the estate for back child support that is owed.
Trecost moved to allow the Estates of Donna Hayes, Irvin Ashcraft, Janet Brown and Paul Conley remain open and close the remaining estates on the list. Commission concurred.

10:10 A.M. --- Proclamation – Animal Control Officer Appreciation Week: Commissioner Thomas read and presented the proclamation that discussed the duties and dedication of an Animal Control Officer. The County Commission herby declares the week of April 13-19th as "Animal Control Officer Appreciation Week".

10:15 A.M. --- Proclamation – Telecommunicator Appreciation Week: Commissioner Thomas read and presented the Proclamation that discussed the duties and dedication of a Telecommunicator. The County Commission hereby declares the week of April 13-19th as "E-911 Public Safety Telecommunicator Appreciation Week".

10:20 A.M. --- Proclamation – National Library Week: Commissioner Thomas read and presented the Proclamation that discussed how important libraries are in the Community. The County Commission hereby declares the week of April 19-25, 2026 as "National Library Week".

10:25 A.M. --- Special Funding Request for The Hotsinpillar Foundation requesting $5,000.00 towards funding their Fallen Stars Memorial 5K Race: Trecost moved to approve $5,000.00 for the funding request. Commission concurred.

10:30 A.M. --- Special Funding Request from the Stonewood Volunteer Fire Department requesting $5,000.00 towards their Stonewood Fire Fighters Festival: Trecost moved to approve $3,000.00 in funding for the festival. Commission concurred.

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): Hinkle moved to approve 7A. Commission concurred.
    - **A. $**3,112.08
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.: Hinkle moved to approve 8A. Commission concurred.
    - **A. $**3,521.00
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). **NONE**
10. **Review—Discuss—Consider** Orders and Election Orders as Presented by the Clerk

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A. 2026 Primary Election Early Voting Workers General Services Building & Mall: Hinkle moved to approve 10A. Commission concurred.

11. **Review—Discuss—Consider** Budget Revisions for the following: Hinkle moved to approve 11A as presented. Commission concurred.
    A. General County
    B. Vital Services
12. **Review—Discuss—Consider** Budget Revisions for the Assessor for FY2025-2026: Trecost moved to approve. Commission concurred.

INCREASE		
001-406-222-00	Dues & Subscriptions	$4,000.00
DECREASE		
001-406-341-00	Materials & Supplies	$4,000.00

13. **Review—Discuss—Consider** Budget Revisions for the Circuit Clerk: Trecost moved to approve. Commission concurred.

From:		
001-403-341-00	Materials & Supplies	$200.00
To:		
001-403-232-00	Bank Fees / Charges	$200.00

10:35 A.M. --- Special Funding Request from the VFW Post 573 requesting $750.00 towards their Richard Iaquinta Run & Walk Event: Trecost moved to approve $750.00. Commission concurred.

14. **Review—Discuss—Consider** Fiduciary Commissioner, Robert Pevler's, recommendation on an estate claim dispute for the estate of Kristina Louise Kesling: Hinkle moved to table until the next meeting agenda. Commission concurred.
15. **Review—Discuss—Consider** Order to close Delinquent and Un-Progressed Estates: Trecost moved to allow the four estates discussed to stay open for six months and close the remaining estates. Commission concurred.
16. **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): NONE
17. **Review—Discuss—Consider** Putting an electric pole by the Courthouse to feed power into the Goff Building: Hinkle moved to not allow the placement of pole on County property. Commissioner Hinkle voted in favor. Commissioner Thomas and Commissioner Trecost voted against. Motion failed. Thomas moved to allow pole placement on County property. Commissioner Thomas and Commissioner Trecost voted in favor. Commissioner Hinkle voted against. Motion carried.

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18. **Review—Discuss—Consider** Replacing the sidewalks around the Courthouse: Hinkle moved to replace the sidewalks around the Courthouse. Commissioner Hinkle and Commissioner Trecost voted in favor. Commissioner Thomas voted against. Motion carried.
19. **Review—Discuss—Consider** Travel Request for the following 911 employees to go to Elkins WV, Randolph County 911 to attend the monthly statewide WV 911 Council Meeting: Hinkle moved to approve A and B. Commission concurred.
    - **A.** Andy Bailey
    - **B.** Travis Miller
20. **Administrator's Report**: Laura Pysz-Laulis spoke on Lumberport going with Clarksburg Water Board and the Sunset Ellis Flea Market.
21. **Commissioner Comments – Questions**: NONE

Hinkle moved to adjourn. Commission concurred.

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

_____ _____

Susan Thomas, President Date

DRAFT

At the special meeting of the County Commission of Harrison County held on Tuesday, April 21, 2026. Commissioners Susan Thomas and David Hinkle were present. Commissioner Trecost was absent. Also present were John Spires, County Clerk, and Laura Pysz-Laulis, County Administrator.

1. Review – Discuss – Consider Laying the Levy Rates for Fiscal Year 2026-2027:

A. General County: 13.10	Commissioner Hinkle moved to approve for the FY 26-27. Commissioner Thomas and Commissioner Hinkle voted in favor
Class II: 26.2	Commissioner moved for a roll call vote. Commissioner Hinkle and Commissioner Thomas voted in favor. Motion carried.
Class III: 52.4	Commissioner moved for a roll call vote. Commissioner Hinkle and Commissioner Thomas voted in favor. Motion carried.
Class IV: 52.4	Commissioner Hinkle moved for a roll call vote. Commissioner Hinkle and Commissioner Thomas voted in favor. Motion carried.

Commissioner Hinkle moved to approve Class I at 13.1, Class II at 26.20, Class III at 52.40 and Class IV at 52.40. Commissioner Thomas and Commissioner Hinkle voted in favor. Motion carried.

B. Vital Service: 2.94
Class I: 2.94
Class II: 5.88
Class III: 11.76
Class IV: 11.76

Commissioner Hinkle moved to approve Class I at 2.94, Class II at 5.88, Class III at 11.76, Class IV at 11.76, Delinquency at 5% and a less tax discount at 2% with a roll call vote. Commissioner Hinkle and Commissioner Thomas voted in favor. Motion carried.

DRAFT

C. Transit: 2.05
Class I: 2.05
Class II: 4.10
Class III: 8.20
Class IV: 8.20

Hinkle moved to approve the Transit Levy FY 26-27 as follows: Class I at 2.05, Class II at 4.10, Class III at 8.20, Class IV at 8.02, Delinquency at 5% and less tax discount at 2% with a roll call vote. Commissioner Hinkle and Commissioner Thomas voted in favor. Motion carried.

Hinkle moved to adjourn. Commissioner Thomas and Commissioner Hinkle voted in favor. Motion carried.

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

_____ _____

Susan Thomas, President Date

DRAFT

At the regular meeting of the County Commission of Harrison County held on Wednesday May 6, 2026, Commissioners Susan Thomas, Patsy Trecost II, and David Hinkle were present. Also present was John Spires, County Clerk and Laura Pysz-Laulis, County Administrator. Commissioner Thomas opened the meeting. Commissioner Trecost said a prayer and led those present in the Pledge of Allegiance to the flag.

1. Public Comment Period:
Dave Sutton – Stonewood resident, spoke of the Uber program to support recovering addicts by transporting them to work.
Xavier Scott – Lake Floyd resident, spoke in support of Mr. Sutton's idea and would also like to see support for recovering addicts, utilizing the Opioid Settlement funds.
Lynette Gain – Summit Park resident, spoke of the Summit Park ballfields that the girls softball team can call home for tournaments
Kenny Hall – Local contractor, coach and Central West Virginia Elite owner, spoke about Summit Park Softball supporter and willing to donate equipment and labor for a third ballfield for free as long as the materials are provided.

10:05 A.M. --- Nuisance Property Hearing - Judith Russell and Delisa Pearson: Charlotte Shaffer – Planning Department, spoke of past issues and the current need to clean up property. Delisa Pearson spoke of progress and the effort to continue clean-up. Ms. Pearson presented photos of the progress and letters of support. Trecost moved to revisit the issue in 90 days, clean property and residence. Commission concurred.

10:10 A.M. --- Proclamation – Foster Care Awareness Month: Thomas reads Proclamation for Foster Care Awareness Month.

10:15 A.M. --- Proclamation – CEOS Week: Thomas reads Proclamation for CEOS Week.

10:20 A.M. --- Proclamations – Mental Health Awareness Month: Thomas reads Proclamation for Mental Health Awareness Month.

2. Consent Agenda: Trecost moved to approve Consent Agenda. Commission concurred.

3. Payroll Change Notices: Trecost moved to approve 3A through F. Commission concurred.
- A. Chase Shreves – Parks & Rec. – New Hire – Effective May 11, 2026
- B. Cameron Kiddy – Parks & Rec. – New Hire – Effective May 11, 2026
- C. James Dowell – Security – New Hire – Effective May 7, 2026

DRAFT

D. Jesse Barber – Security – New Hire – Effective May 7, 2026
E. Robert Rivera-Mendez – Pros. Attorney – Part Time Intern – Effective May 18, 2026
F. Daron Walker – Pros. Attorney – Part Time Intern – Effective May 18, 2026

4. Minutes and/ or Amended Minutes of Previous Meetings: Trecost moved to approve 4A. Commission concurred.

A. Regular Meeting Minutes for April 1, 2026

5. Requisitions --- Purchase Orders --- Invoices: Trecost moved to approve A1, 2, 3, B and C. Commission concurred.

A. ARPA
    1. Thrasher - $27,600.00
    2. CEC - $1,346.56
    3. Greater Harrison County PSD - $252,780.91
B. Quotes
C. Vendor List of Payments

6. Exonerations --- Corrective Tickets --- Joint Property Applications: (NONE)

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): Trecost moved to approve 7A, $4,083.33. Thomas and Trecost voted for. Hinkle voted against. Motion carried.

A. $4,083.33

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: Trecost moved to approve 8A, $7,935.25. Thomas and Trecost voted for. Hinkle voted against. Motion carried.

A. $7,935.25

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): Trecost moved to approve 9A $250.00 . Commission concurred.

A. $250.00

10. Review—Discuss—Consider Orders and Election Orders as Presented by the Clerk (NONE)

11. Review—Discuss—Consider Budget Revisions for the following: Trecost moved to approve 11A and B. Commission concurred.

A. General County
B. Vital Services

12. Review—Discuss—Consider Structures & Improvements to Summit Park: Hinkle spoke of Summit Park lease issues and clarified that Summit Park is county owned. Hinkle moved to turn Summit Park over to WV Girls Softball. Commission concurred.

Commissioner Hinkle left the meeting.

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13. Review—Discuss—Consider Letter to the West Virginia Alcohol Beverage Control Administration: Thomas moved to approve letter to the West Virginia Alcohol Beverage Control Administration. Thomas and Trecost voted for. Hinkle was absent. Motion carried.

- Lost Creek Farm Ventures, LLC
  Sunrise Road, Lost Creek, WV 26385

14. Review—Discuss—Consider Letter to the West Virginia Alcohol Beverage Control Administration: Thomas and Trecost voted for. Hinkle was absent. Motion carried.

- Triple Crown Mobile Bar Rentals
  1203 Hinkle Lake Rd, Bridgeport, WV 26330

15. Review—Discuss—Consider Awarding the bid for the Roof Replacement for the Sheriff's Office at 609 W. Main Street: Laura Pysz-Laulis would like to table item until next agenda.

16. Review—Discuss—Consider Update from Amy Wilson with the Harrison County Economic Development Corporation: Amy Wilson spoke of event success and thanked the commission for sponsorship. Ms. Wilson also provided an update on the Wolf Summit Power Plant project

17. Review—Discuss—Consider A Resolution Authorizing the Acceptance of Funds from the West Virginia Department of Agriculture for the WV Spay & Neuter Assistance Program: Trecost moved to approve and sign resolution Authorizing the Acceptance of Funds from the West Virginia Department of Agriculture for the WV Spay & Neuter Assistance Program. Thomas and Trecost voted for. Hinkle was absent. Motion carried.

18. Review—Discuss—Consider A Resolution Authorizing the Filing of the Application for Funds from the Rails To Trails Conservancy: Trecost moved to approve and sign resolution Authorizing the Filing of the Application for Funds from the Rails To Trails Conservancy. Thomas and Trecost voted for. Hinkle was absent. Motion carried.

19. Review—Discuss—Consider A Resolution Authorizing the filing of the Application to the Cultural Foundation of Harrison County for Harrison County Parks & Recreation: Trecost moved to approve and sign resolution Authorizing the filing of the Application to the Cultural Foundation of Harrison County for Harrison County Parks & Recreation. Thomas and Trecost voted for. Hinkle was absent. Motion carried.

20. Review—Discuss—Consider A Resolution Authorizing the Filing of the Application to Dick's Sporting Goods Inc., for Harrison County Parks and Recreation: Trecost moved to approve and affix signature Authorizing the Filing of the Application to Dick's Sporting Goods Inc., for Harrison County Parks and Recreation. Thomas and Trecost voted for. Hinkle was absent. Motion carried.

21. Review—Discuss—Consider A Resolution Authorizing the Filing of the Application to Hope Gas, Inc., for Harrison County Parks and Recreation: Trecost moved to approve and affix signature Authorizing the Filing of the Application to Hope Gas, Inc., for Harrison County Parks and Recreation. Thomas and Trecost voted for. Hinkle was absent. Motion carried.

22. Administrator's Report: NONE

DRAFT

23. Commissioner Comments – Questions: Thomas asked about letter to softball league and asked about the gravel purchase from Elkins. Trecost thanked Grants department.

Commissioner Trecost moved to adjourn. Commission concurred.

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

_____ _____

Susan Thomas, President Date

DRAFT

At the regular meeting of the County Commission of Harrison County held on Wednesday May 20, 2026, Commissioners Susan Thomas, Patsy Trecost II, and David Hinkle were present. Also present was John Spires, County Clerk, Michelle Tonkin, Assistant County Administrator and Trey Simmerman, County Attorney. Commissioner Thomas opened the meeting. Commissioner Trecost said a prayer and led those present in the Pledge of Allegiance to the flag.

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1. Public Comment Period: NONE

2. Consent Agenda: Trecost moved to approve Consent Agenda. Commission concurred.

3. Payroll Change Notices: Trecost moved to approve 3A through C. Commission concurred.
    A. Madison Stamm – Pros. Attorney – Resignation – Effective May 22, 2026
    B. Jennifer Mirc – Extension – Transfer – Effective May 25, 2026
    C. Hannah Kyle – Commission – Transfer – Effective May 25, 2026

4. Minutes and/ or Amended Minutes of Previous Meetings: Trecost moved to approve 4A. Commission concurred.
    A. Regular Meeting Minutes for April 24, 2026

5. Requisitions --- Purchase Orders --- Invoices: Trecost moved to approve 5A through C. Commission concurred.
    A. ARPA – SVPSD - $1,400.00
    B. Quotes
    C. Vendor List of Payments

6. Exonerations --- Corrective Tickets --- Joint Property Applications: Trecost moved to approve 6A. Commission concurred.
    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): Trecost moved to approve 7A. Thomas and Trecost voted for. Hinkle voted against. Motion carried.
    A. $88.50

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. (NONE)

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). (NONE)

10. Review—Discuss—Consider Certifying Election Results: John Spires – County Clerk gave an update on the dates and times for certification of results.

10:05 A.M. --- Special Funding Request for the Wallace Volunteer Fire Department requesting $3000.00 towards their Wallace Day at the Park Festival / Fair: Betsy Shaw Coffey spoke of the funding request for Wallace Day at the Park. Trecost moved to allocate $3000.00 to the Wallace Day at the Park Festival/Fair. Commission concurred.

11. Review—Discuss—Consider Budget Revisions for the following: Trecost moves to approve 11A and B. Commission concurred.
    A. General County
    B. Vital Services

10:10 A.M. --- Special Funding Request from the Clarksburg-Harrison Regional Housing Authority requesting $1,500.00 towards their Back to School Event: Donna DeMarco - Resident Service FSS Coordinator & Section 8 Programs Intake, spoke of the funding request for the Back to School event. Trecost moved to allocate $1500.00 to the Wallace Day at the Park Festival/Fair. Commission concurred.

12. Review—Discuss—Consider Assessors Budget revisions for FY2025-2026: Trecost moved to approve Assessors Budget revisions for FY2025-2026. Commission concurred.

INCREASE		
001-406-342-00	Record Books	$3,000.00
DECREASE		
001-406-341-00	Materials & Supplies	$3,000.00

13. Review—Discuss—Consider Approving the purchase of a Farmland Protection Easement in Harrison County: Trecost moved to approve the purchase of a Farmland Protection Easement and affix appropriate signatures. Commission concurred.
    - Robert Suan (24.62+ acres) - $61,600.00

14. Review—Discuss—Consider Re-appointing Orpha Swiger to the Harrison County Solid Waste Authority Board: Trecost moved to approve Re-appointing Orpha Swiger to the Harrison County Solid Waste Authority Board. Commission concurred.

15. Review—Discuss—Consider Rail Trail Security (Potential Executive session to consider matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining,

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resignation, discharge, dismissal or compensation of a public officer or employee, or prospective public officer or employee): Thomas asked about the authority levels of Park Ranger versus Law Enforcement. Hinkle stated his concerns about the price of two new deputies. Thomas moved to hire two deputies and designate them for the Rail Trail. Thomas and Trecost voted for. Hinkle voted against. Motion carried. Hinkle moved to hire four park rangers for the Rail Trail. Thomas and Trecost voted against. Hinkle voted for. Motion failed. Effective date of hire for deputies will be July 1st, 2026.

16. Review—Discuss—Consider Summit Park Lease (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): Trey Simmerman spoke of work that needs to be completed to secure the lease. Hinkle motioned to table until the next meeting. No vote taken.

17. Review—Discuss—Consider Awarding Bid for RFP Roof Replacement for Sheriff: Danny Hamrick - Maintenance Director, recommends the second bid from Lee Rigger Builds LLC. Trecost moved to award the second bid for Lee Rigger at $53,698.00. Commission concurred.

18. Review—Discuss—Consider Building Commission Re-Appointments for the following: Trecost moved to approve 18A through C. Commission concurred.
    A. Victor Folio
    B. Mary Robinson
    C. Greg Schillace

19. Review—Discuss—Consider A Resolution Accepting Funds from the WV Courthouse Facilities Improvement Authority: Michelle Tonkin – Assistant County Administrator, summarized items 19, 20, 21 and 22. Russ McKeen – Grants, was absent from meeting. Trecost moved to approve Resolution accepting funds from the WV Courthouse Facilities Improvement Authority. Commission concurred.

20. Review—Discuss—Consider A Resolution Authorizing the Acceptance of Funds from Best Friends Animal Society: Trecost moved to approve Resolution Authorizing the acceptance of funds from Best Friends Animal Society. Commission concurred.

21. Review—Discuss—Consider A Resolution Authorizing the Acceptance of Funds from Walmart Inc., Spark Good Local Grant Program: Trecost moved to approve Resolution Authorizing the acceptance of funds from Walmart Inc., Spark Good Local Grant Program. Commission concurred.

22. Review—Discuss—Consider A Resolution Authorizing the Acceptance of Funds from The U.S. Office of National Drug Control Policy for FY2026 Appalachia HIDTA Program: Trecost moved to approve Resolution Authorizing the acceptance of funds from The U.S. Office of National Drug Control Policy for FY2026 Appalachia HIDTA Program. Commission concurred.

23. Administrator's Report: NONE

DRAFT

24. Commissioner Comments – Questions: Trecost requests drive in screen demolition process to start by next meeting. Hinkle thanked Harrison County voters Levy support and County Clerk's office for a great job during the election and Canvass. Thomas also wanted to thank the County Clerk's office for a successful election process.

Commissioner Trecost moved to adjourn. Commission concurred.

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

_____ _____

Susan Thomas, President Date

DRAFT

5-A.

2022S-2162
C-544730
GREATER HARRISON COUNTY PUBLIC SERVICE DISTRICT

RESOLUTION OF THE PUBLIC SERVICE DISTRICT BOARD APPROVING INVOICES RELATING TO SERVICES FOR THE RT 20 QUIET DELL PLANT AND SEWER EXTENSION PROJECT AND AUTHORIZING PAYMENT THEREOF,

WHEREAS, the Greater Harrison County Public Service District has reviewed the invoices attached hereto and incorporated herein by referenced relation to the funds provided by the DEP Clean Water State Revolving Fund ("SRF") Debt Forgiveness as well as WV Infrastructure Jobs and Development Council ("IJDC") Loan and Grant, Economic Enhancement Grant ("EEG") and EEG Overrun Grant, and Harrison County Commission ARPA monies dedicated and find as follows:

a) That none of the items for which payment is proposed to be made has been requested from another funding source

b) That each item for which the payment is proposed to be paid is or was necessary in connection with the project and constitutes a Cost of the project.

c) That each of such costs has been otherwise properly incurred.

d) That the payment for each of the items proposed is due and owing.

NOW, THEREFOR, BE IT RESOLVED the Greater Harrison County PSD has hereby authorized and directed the payment of the attached invoices which comprise Draw #17 as follows.

Vendor	Total	CWSRF Debt Forgivenes s	WVIJDC District 1 Grant	WVIJDC District 1 Loan	Economic Enhacement Grant	Harrison County ARPA
JC Utility Services LLC	$ 2,700.00	$ -	$ -	$ -	$ -	$ 2,700.00
Thrasher Group	$ 65,708.00	$ -	$ -	$ 65,708.00	$ -	$ -
Pro Contracting Inc	$ 543,117.27	$ -	$ -	$ -	$ -	$ 543,117.27
Breckenridge Corp	$ 1,236,518.21	$ -	$ -	$ -	$ 1,236,518.21	$ -
	$ -				$ -	$ -
	$ -	$ -	$ -	$ -	$ -	$ -
Total	$ 1,848,043.48	$ -	$ -	$ 65,708.00	$ 1,236,518.21	$ 545,817.27

ADOPTED BY the Greater Harrison County Public Service District, at the board meeting held May 21,2026:

By: _____

Its: Chairman

5-B.

Date of Meeting	6/3/2026	QUOTES	
Department	**Vendor**	**Description**	**Price**
Commission	US Bank / Amazon	Inclined desk file organzier, 8 section, black, for Russ McKeen	$23.99
County Clerk	Casto & Harris	15,000 Sheets Recording Paper	$2,359.00
County Clerk	Amazon	(2) Dell Optiplex 7070 Business Micro Desktop Computer	$482.05
County Clerk	Champion Industries (Stationers)	37-A HP Toner	$323.70
County Clerk	Champion Industries (Stationers)	147-A HP Toner	$349.26
County Clerk	Amazon	Red VOID Stamp	$19.98
County Clerk	Champion Industries (Stationers)	87-A HP Toner	$402.12
IT	Amazon	12 Cisco phones	$432.00

COMMISSIONER'S SIGNATURE

COMMISSIONER'S SIGNATURE

COMMISSIONER'S SIGNATURE

Line Item #
001-424-341-00
001-402-342-00
001-413-341-00
001-424-341-00
001-424-341-00
001-413-341-00
001-424-341-00
001-424-341-00

Date of Meeting	6/3/2026	Invoices								
Line Item #	Department Name	Vendor Name	Description Note	General County Fund 001	E-911 007	Vital Services Levy 027	Community Corrections 072	Community Improvement Fund 026	ARPA Fund	Other as Needed
007-712-211-00	911 Center	Frontier	Phone bill - 911 Taylor County		$643.18					
245-712-213-00	911 Center	Mon Power	Grafton Tower Site Electric Utility Bill			$468.53				
246-712-213-00	911 Center	Mon Power	Salem Tower Site Electric Utility Bill			$381.76				
245-712-216-00	911 Center	Alpha Energy Solutions	HVAC service for Grafton & Shinnston Towers							$708.33
246-712-216-00	911 Center	Alpha Energy Solutions	HVAC service for Salem, PK & Lost Creek							$933.33
027-711-216-00	911 Center	Alpha Energy Solutions	HVAC service for JSJOC Charlespointe							$800.00
027-711-222-00	911 Center	Commerce District at Charles Pointe	Montly HOA for 911 Center			$779.32				
027-712-219-00	911 Center	Hart Office Solutions #381259	Copier rental for 911			$166.00				
027-711-219-00	911 Center	Hart Office Solutions #375921	Copier rental for 911			$166.00				
027-711-223-00	911 Center	Unifirst Corp	Carpent service for JSJOC Charlespointe			$63.00				
027-711-216-00	911 Center	ZOHO Corporation	Yearly renewal of annual maintenance & support for software			$2,065.00				
027-711-223-00	911 Center	The Water Shop	Water			$30.00				

027-711-216-00	**911 Center**	Central Square Technologies	Annual Subscription and Maintenance Fee			$81,801.06				
027-711-222-00	**911 Center**	WVAGP	Membership Dues			$180.00				
027-712-219-00	**911 Center**	EIP Holding	Lease Payment for Grafton tower			$1,000.00				
	911 Center									
027-715-568-00	**Ambulance Authority**	Anmoore EMS	April, 2026 Allotment - 135 runs @$26.63/run			$3,595.05				
027-715-568-00	**Ambulance Authority**	Bridgeport Fire Department	April, 2026 Allotments for BEMS51 & BEMS52 - 146 & 107 respectively @$26.63/run			$6,737.39				
027-715-568-00	**Ambulance Authority**	City of Salem	April, 2026 Allotment - 26 runs @$26.63/run			$692.38				
027-715-568-00	**Ambulance Authority**	Harrison County EMS	April, 2026 Allotments for HCEMS61, HCEMS62, HCEMS63, HCEMS67 - 341, 24, 253, 147 Runs respectively @$26.63/run			$20,371.95				
027-715-568-00	**Ambulance Authority**	Nutter Fort VFD	April, 2026 Allotment - 14 runs @ $26.63			$372.82				
027-716-213-00	**Animal Control**	Hope Gas	Animal Control Gas Bill			$283.81				
027-716-213-00	**Animal Control**	Mon Power	Animal Control - Saltwell Road Electric Utility Bill			$137.57				
027-716-230-00	**Animal Control**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for Animal Control for May, 2026			$366.67				

027-716-341-00	**Animal Control**	Midwest Vet Supply	Supplies (2) Sodium Pentobarbital			$235.00				
027-716-341-00	**Animal Control**	US Bank - Amazon	Vaccine Syringes and Safe-Guard Dewormer			$1,099.92				
027-716-345-00	**Animal Control**	US Bank - Amazon	(5) Pants			$186.15				
001-406-341-00	**Assessor**	Visual Edge IT	HP M454 Toner	$317.99						
003-716-341-00	**Assessor**	National Band & Tag	Star Dog Tag							$4,095.00
001-403-341-00	**Circuit Clerk**	AJ-Allegheny Systems, LLC	Repair & Adjustment - 2 time machines	$759.00						
001-403-341-00	**Circuit Clerk**	Stationers	Multi Stock Envelopes - Window, Jury	$2,130.46						
001-424-213-00	**Commission**	Clarksburg Water Board	633 W. Pike Street Water Utility Bill	$127.93						
001-424-211-00	**Commission**	Frontier	Courthouse Phone Service Bill	$22.50						
001-424-211-00	**Commission**	Frontier	Courthouse Phone Service Bill	$400.34						
001-424-211-00	**Commission**	Frontier	Courthouse Phone Service Bill	$459.35						
001-424-213-00	**Commission**	Hope Gas	Quiet Dell School Barracks Gas Utility Bill	$134.20						
001-424-213-00	**Commission**	Hope Gas	Courthouse Gas Utility Bill	$145.08						
001-424-213-00	**Commission**	Hope Gas	Public Safety Building Gas Utility Bill	$83.29						
001-424-213-00	**Commission**	Hope Gas	229 South 3rd St - Gas Utility Bill	$90.08						
001-424-213-00	**Commission**	Hope Gas	609 W. Main St - Gas Utility Bill	$40.66						
001-424-213-00	**Commission**	Hope Gas	117 Good Hope Pike Gas Bill	$82.85						

001-424-213-00	**Commission**	Hope Gas	Courthouse Annex Gas Utility Bill	$1,315.13						
001-424-213-00	**Commission**	Hope Gas	Courthouse Gas Utility Bill	$198.39						
001-424-213-00	**Commission**	Mon Power	Courthouse Annex Electric Utility Bill	$28,339.82						
001-424-213-00	**Commission**	Mon Power	License Plate Readers Electric Utility Bill	$36.67						
001-424-213-00	**Commission**	Mon Power	Courthouse Parking Lot - Electric Utility Bill	$13.03						
001-424-213-00	**Commission**	Mon Power	County Garage Electric Utility Bill	$728.48						
001-424-458-01	**Commission**	Mon Power	VA Rail Trail Electric Utility Bill	$85.08						
001-424-213-00	**Commission**	Town of Nutter Fort	420 Buckhannon Pike Water Utility Bill	$471.74						
001-424-458-01	**Commission**	ACE Aggregates	Gravel for North Trail on Rail Trails	$232.44						
001-424-216-00	**Commission**	Alpha Energy Solutions	Service Call - Staging Area	$8,367.00						
001-424-230-00	**Commission**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Extension Office & Old DHHR	$358.33						
001-424-230-00	**Commission**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Annex for May, 2026	$1,041.67						
001-424-230-00	**Commission**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the GSA Building for May, 2027	$1,091.67						

001-424-230-00	**Commission**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Sheriff for May, 2028	$941.67						
001-424-230-00	**Commission**	CHEM-AQUA	Water treatment for Courthouse	$325.00						
026-401-568-00	**Commission**	Clarksburg-Harrison Regional Housing Authority	Special Funding Request - for their Annual Back to School Event					$1,500.00		
001-401-232-00	**Commission**	First Guaranty Bank	Finance Charge and late fee	$48.22						
001-424-341-00	**Commission**	First Guaranty Bank	Staples.com - Restock of Air Sanitizer Spray	$469.50						
001424-341-00	**Commission**	Freeds Greenhouse	Plant for Courthouse & GSB	$408.80						
001-401-223-00	**Commission**	Glen Elk Iron	Corporate Gym Membership Fees for the Month of April, 2026	$384.00						
207-442-567-01	**Commission**	Greater Harrison County, PSD	ARPA funds request - Quiet Dell Sanitary Sewer Extension						$545,817.27	
001-424-219-00	**Commission**	Hart Office Solutions	Copier Rental for the Commission Proclamations printer	$75.50						
001-424-219-00	**Commission**	Hart Office Solutions	Copier Rental for the Commission - Overage Fees	$33.73						
001-424-219-00	**Commission**	Hart Office Solutions	Copier Rental for Vital Statistics	$149.26						
001-424-216-00	**Commission**	Otis Elevator Company	Elevator Fuel and Logistics surcharge for Jail Annex	$1,000.00						
001-424-216-00	**Commission**	Otis Elevator Company	Elevator Fuel and Logistics surcharge for Senior Center	$175.00						

001-401-218-00	**Commission**	Pitney Bowes Bank Inc	Mail Machine Postage	$4,018.07						
001-424-219-00	**Commission**	Queen City Business Systems	IT Service to install Driver for Workstation - Extension Office	$190.00						
001-424-459-01	**Commission**	Schindler Elevator Corp	Elevator Modernization - Pay App #2	$140,688.90						
001-424-341-00	**Commission**	State Electric Supply Co	Supplies for IT Servers	$63.48						
001-424-341-00	**Commission**	US Bank	New Copiers for Prosecuting Attorneys	$623.74						
001-424-341-00	**Commission**	US Bank - Staples	Black toner for Process	$116.89						
001-424-219-00	**Commission**	Visual Edge IT	Copier Rental - Planning Dept	$350.32						
001-424-219-00	**Commission**	Visual Edge IT	Copier Rental - Prosecuting Attorney	$343.46						
001-215-000-00	**Commission**	Vital Services Levy Fund	Reimburse Vital Services, Levy Fund from General County, Contribution & Building Repair	$2,927.38						
001-215-000-00	**Commission**	Vital Services Levy Fund	Reimburse Vital Services, Levy Fund from General County, for SR Citizens Center Contribution & Building Repair	$4,287.26						
026-401-568-00	**Commission**	Wallace Volunteer Fire Dept	Special Funding Request - for Wallace Day at the Park Fair					$3,000.00		
001-424-219-00	**Commission**	VEIT, LLC	Drum for Printer	$251.99						
072-731-341-00	**Community Corrections**	Aqua Filter Fresh, Inc	Spring Water & Bottled Water				$17.30			

072-731-235-00	**Community Corrections**	DMV Safety & Treatment Services	Safety & Treatment Classes (April 26)				$1,750.00			
001-401-240-00	**County Clerk**	Carol Hall	Gym Membership - Planet Fitness	$26.80						
001-401-220-00	**County Clerk**	Exponent Telegram	Legal Ad	$164.73						
001-717-216-00	**County Garage**	American Fence Company	Service Call - Gate would not close at Garage	$422.00						
001-717-341-00	**County Garage**	Chenoweth Ford	Multiple Invoices - Supplies - (11) Air Clean Element Assembly, (3) Brake Rotor Assembly, (3) Brake Lining Kit	$925.77						
001-717-217-00	**County Garage**	Chenoweth Ford	Parts - Plate #'s 504757 & 503755 - (1) Socket and Wire Assembly, (1) Oil Tube Connector	$541.34						
001-717-217-00	**County Garage**	Chenoweth Ford	Parts - Assessor - Plate #CY4922 - (1) tpms	$58.41						
001-717-341-00	**County Garage**	Fisher Auto Parts	Supplies - (3) Federated Engine Air Filters	$38.31						
001-717-217-00	**County Garage**	Fisher Auto Parts	Parts - U/C Van - (1) Federated Engine Air Filter, (1) Baldwin Engine Oil Filter	$28.56						
001-717-217-00	**County Garage**	HillBilly Truck Repair	Parts - Plate #504693 - Daytime light duty tow plus fuel surcharge	$73.36						

001-717-217-00	**County Garage**	Leonard Aluminum Utility Buildings	Parts (2) Floor Mats for the new Cruisers	$250.00						
001-717-341-00	**County Garage**	NAPA Amtower Auto Supply	Supplies - (60) Windshield Wash	$196.20						
001-717-341-00	**County Garage**	Whaley Distributing Co	Supplies - (24) Foamy Glass, (1) Reclaimed Microfiber towel case	$152.26						
001-717-341-00	**County Garage**	US Bank	WV State Police - (50) Inspection Stickers	$300.00						
001-717-217-00	**County Garage**	Leonard Truck Outfitters	Car Matts	$126.95						
001-717-217-00	**County Garage**	T Mobile	Cell Phone Bill	$631.20						
001-717-217-00	**County Garage**	Harry Green 7 Acres	Wheel Alignment	$135.95						
001-717-217-00	**County Garage**	Fisher Auto Parts	Brake Cleaner	$616.97						
001-717-217-00	**County Garage**	Fisher Auto Parts	Anitfreeze	$56.64						
001-717-217-00	**County Garage**	Amtower	Quick Strut	$326.48						
001-717-217-00	**County Garage**	Chenoweth Ford	Parts for Cruiser	$108.84						
001-717-217-00	**County Garage**	Chenoweth Ford	4 Sensors	$233.64						
001-717-217-00	**County Garage**	Chenoweth Ford	Spark Plug	$156.51						
001-717-217-00	**County Garage**	Chenoweth Ford	Fuse	$334.29						
001-717-217-00	**County Garage**	Chenoweth Ford	Brakes	$719.33						
001-717-217-00	**County Garage**	Harry Green 7 Acres	Sensors	$79.17						
001-717-343-00	**County Garage**	Wholesale Tire	New Tires	$2,020.00						

026-713-567-03	**Fire Department**	Johnstown Fire Dept	Reimbursement for multiple invoices to use County Allotment					$30,000.00		
026-713-567-08	**Fire Department**	Reynoldsville Fire Dept	Reimbursement for multiple invoices					$10,143.68		
027-711-567-04	**Fire Department**	Valley Fire Sollutions	Spelter Fire Dept - Cleaner & Gloves			$996.00				
019-713-213-00	**Fire Department**	MonPower	Power Bill for Fire Fighter Training Building							$43.53
008-705-217-00	**Home Incarceration**	Chenoweth Ford	Brakes/Rotors Brake Lining Kit							$317.63
001-700-219-00	**Law Enforcement**	US Cellular	Cellular Bill	$2,364.50						
001-700-233-00	**Law Enforcement**	Cellebrite Inc	Online Investigation	$9,240.00						
001-700-various	**Law Enforcement**	First Guaranty Bank	Deputy's credit card charges	$974.72						
001-700-459-00	**Law Enforcement**	Leonardo US Cyber and Security Solutions	Computers at fixed LPR Site	$2,400.00						
023-725-341-00	**Law Enforcement**	Red Vette LLC	Backpacks for National Night Out							$700.00
001-700-345-00	**Law Enforcement**	Robin's Perfect Fit	Heater Patches	$24.00						
001-700-223-00	**Law Enforcement**	TLG Printing Services	Cards - Wariner	$25.00						
001-700-various	**Law Enforcement**	Trapuzzano's	Deputys uniforms and flashlight	$840.87						

001-700-345-00	**Law Enforcement**	Trapuzzano's	Deputy Misc. Uniforms - Mealey, Harris, Claypool	$1,874.59						
001-700-222-00	**Law Enforcement**	WV Sheriff's Assocation	Assocation Dues	$2,200.00						
001-424-341-00	**Maintenance**	Lowes	Supplies - New lock and key for Provisional Ballot box	$47.31						
001-424-341-00	**Maintenance**	Lowes	Misc Supplies for Voter's Reg Courthouse	$117.01						
001-424-341-00	**Maintenance**	Lowes	5G Duramax Satin Paint for Quiet Dell School Project	$792.30						
001-424-341-00	**Maintenance**	Liberty Distributors	Supplies - (40) cases can liners, (5) Cases urinal screens	$992.63						
001-424-341-00	**Maintenance**	Liberty Distributors	Supplies - (20) cases Hard Roll Towel, (20) cases Wypall Wipers	$1,650.40						
001-424-341-00	**Maintenance**	Marsh Hardware	60 LB Concrete Mix	$57.60						
001-424-341-00	**Maintenance**	Lowes	4 in Angle	$54.58						
001-424-219-00	**Maintenance**	United Rentals	Generator	$109.62						
001-424-219-00	**Maintenance**	United Rentals	Demo Hammer	$349.16						
001-424-341-00	**Maintenance**	Sandy's True Value	60lb Concrete Mix	$20.85						
001-424-341-00	**Maintenacne**	Sandy's True Value	60lb Concrete Mix	$20.85						
001-424-215-00	**Maintenance**	G.L Wilson	New Door at Old DHHR Building	$1,276.24						
001-717-217-00	**Maintenance**	Harry Green 7 Acres	New Starter	$257.82						
001-717-217-00	**Maintenance**	Sunset Outdoor Supply	Bolt, Washer, and Blade	$118.91						

001-424-230-00	**Maintenance**	West Virginia Division of Labor	Elevator Operations	$90.00						
001-424-216-00	**Maintenance**	City Mechanical	Changed Bad Pump on Mini Split	$545.52						
027-900-213-00	**Parks & Rec.**	Enlarged Hepzibah PSD	Spelter Ball Field Water & Sewer bill			$90.84				
027-900-213-00	**Parks & Rec.**	Hope Gas	Parks & Rec. Gas Utility Bill			$29.33				
027-900-213-00	**Parks & Rec.**	Mon Power	Quiet Dell School Electric Utility bill			$121.61				
027-900-213-00	**Parks & Rec.**	Mon Power	Quiet Dell School Barracks Electric Utility Bill			$15.67				
027-900-213-00	**Parks & Rec.**	Mon Power	Summit Park Field #1 Electric Utility Bill			$17.35				
027-900-213-00	**Parks & Rec.**	Mon Power	Spelter Park #1 & #2 Electric Utility Bill			$34.28				
027-900-213-00	**Parks & Rec.**	Mon Power	Spelter Park Ballfield Lights Electric Utility Bill			$30.11				
027-900-230-00	**Parks & Rec.**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for May, 2026			$358.34				
027-900-219-02	**Parks & Rec.**	McCarty's	Multi - porta john rentals			$1,185.00				
027-900-217-00	**Parks & Rec.**	Sunset Outdoor Supply	Parts - Parks & Rec. (1) Wheel Assembly, (4) Round Plug			$222.93				
027-900-230-00	**Parks & Rec.**	Unifirst Corp	Rug & Maint Supplies			$42.60				
027-900-223-00	**Parks & Rec.**	US Bank	Entertainment for Tea Party Event & Tshirts for Summer Parks Staff			$1,818.68				

027-900-215-01	**Parks & Rec.**	Duncan Contracting, LLC	Labor and Inspection for Electric Work @ Summit Park			$4,050.00				
027-900-341-00	**Parks & Rec.**	US Bank	Amazon, Lowes, & Walmart			$240.87				
027-900-230-00	**Parks & Rec.**	Unifirst Corp	Weekly Rugs			$47.22				
027-900-230-00	**Parks & Rec.**	State Electric Supply Co	Summit Park Electrical			$6,123.84				
027-900-341-00	**Parks & Rec.**	Shinnston Ace Hardware	Tools and Supplies			$749.94				
001-405-230-00	**Prosecutor's Office**	AT&T	Phone Bill	$137.13						
001-405-349-00	**Prosecutor's Office**	Tuscarawas Co. Sheriff Attn: Civil Division	Out of State Subpoena	$50.00						
001-405-214-00	**Prosecutor's Office**	Racheal Hetherington	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	John Lanham	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Tina Marshall	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Kim Martin	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Kasi Maxwell	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Rachel Romano	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	James Armstrong	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Patricia Dettori	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Ashlea Duda	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Linda Hausman	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Erin Minor	WVPAI Summer Seminar	$330.95						

001-405-214-00	**Prosecutor's Office**	Laura Pickens	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Brad Pustolski	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Kim Reed	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Gina Renzelli	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Jenna Robey	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Rocky Romano	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	LeAnn Shuck	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	William Walker	WVPAI Summer Seminar	$330.95						
001-405-214-00	**Prosecutor's Office**	Tiara Weisenberger	WVPAI Summer Seminar	$330.95						
001-424-458-01	**Rail Trail**	Ace Aggregates	Gravel	$364.45						
027-952-230-00	**Senior Center**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for May, 2026			$366.66				
027-952-215-00	**Senior Center**	CHEM-AQUA	Water Treatment - Senior Center			$288.75				
027-952-215-00	**Senior Center**	Johnson Controls Fire Protection	Service Call for the Senior Center			$1,545.00				
001-404-341-00	**Sheriff & Treasurer**	First Guaranty Bank - Visa	Water for office, Office Supplies, Amazon Monthly	$577.78						
001-404-341-00	**Sheriff & Treasurer**	SCHWAAB INC	Date stamps & Replacement pads	$419.41						

001-404-212-00	**Sheriff & Treasurer**	Stationer	Window / Non Window Envelopes	$1,259.92						
001-424-230-00	**Storage Garage**	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for May, 2026	$366.67						
				$249,907.90	**$0.00**	**$137,924.79**	**$1,767.30**	**$44,643.68**	**$545,817.27**	**$5,156.16**
						Grand Total:	**$985,217.10**			

Commissioner's Signature

6/3/2026

Date of Meeting

Sent to Bookkeeping to be paid early

Commissioner's Signature

Commissioner's Signature

EX-PP62

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 03rd day of June, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **PREFERRED WIRELESS CONSULTANTS INC** whose address is, 24 CHATEAU DR MANORVILLE, NY 11949-3361, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **13085.00** on **FF - FURNITURE, INV, LI - LEASEHOLD, CE - COMPUTER**, Class **4** in **CLARK-CLARKSBURG**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **4** in and for the year **2021**, resulting in a difference in assessed value of **13085.00**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2021**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

Exonerate a value of 13085 at a class rate of levy to correct the overcharge. Cancel this ticket and mark improper for the 2021 tax year.

District: **03 - CLARK-CLARKSBURG**
Account No. **3065336**
Ticket No. **904678**
Tax Year **2021**

Amount Exonerated: **$402.87**

PRESENT: Prosecuting Attorney

(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

EX-PP63

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 03rd day of June, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **PREFERRED WIRELESS CONSULTANTS INC** whose address is, 24 CHATEAU DR MANORVILLE, NY 11949-3361, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **14395.00** on **LI - LEASEHOLD, CE - COMPUTER, FF - FURNITURE, INV**, Class **4** in **CLARK-CLARKSBURG**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **4** in and for the year **2022**, resulting in a difference in assessed value of **14395.00**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2022**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

Exonerate a value of 14395 at a class rate of levy to correct the overcharge. Cancel this ticket and mark improper for the 2022 tax year.

District: **03 - CLARK-CLARKSBURG**
Account No. **3065336**
Ticket No. **504637**
Tax Year **2022**

Amount Exonerated: **$447.21**

PRESENT: Prosecuting Attorney

(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

EX-PP59

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 03rd day of June, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **JENKINS FENSTERMAKER PLLC** whose address is, PO BOX 2688 HUNTINGTON, WV 25726-2688, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **20705.00** on **ME - MACHINERY, FF - FURNITURE, LI - LEASEHOLD, CE - COMPUTER, SUPPLIES HELD FOR**, Class **4** in **CLARK-CLARKSBURG**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **4** in and for the year **2025**, resulting in a difference in assessed value of **20705.00**. 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:

Exonerate a value of __22775__ at a class rate of levy to correct the overcharge. Per accounting manager, Johnathan, business closed it's branch in Clarksburg July 1, 2023. Attached notice to 2026 business assessment.

District: **03 - CLARK-CLARKSBURG**
Account No. **3069306 TIF #4**
Ticket No. **803549**
Tax Year **2025**

Amount Exonerated: **$637.73**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

EX-PP60

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 03rd day of June, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **BETO JOHN C & SHEENA M N24** whose address is, 151 MAYFLOWER LN MOUNT CLARE, WV 26408-6828, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **7335.00** on **2019 NISSAN ROGUE SPORT**, Class **4** in **ELK**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **4** in and for the year **2025**, resulting in a difference in assessed value of **7335.00**. 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 2019 Nissan Rogue. 2019 Nissan Rogue was traded for the 2017 Toyota Tacoma. Exonerate a value of 2019 NISSAN ROGUE at a class rate of levy to correct the overcharge.

District: **11 - ELK**
Account No. **3008736**
Ticket No.
Tax Year **2025**

Amount Exonerated: **$170.91**

PRESENT: Prosecuting Attorney

(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

EX-PP61

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 03rd day of June, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **CLEGHORN JONATHAN R** whose address is, 3747 GREEN VALLEY DR BRIDGEPORT, WV 26330-6856, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **2295.00** on **2004 FORD F-250 SUPER**, Class **3** in **SIMPSON-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **3** in and for the year **2024**, resulting in a difference in assessed value of **2295.00**. 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 **2024**, 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 is assessed for the 2024 tax year, the vehicle was sold and retitled April 2021 per DMV records. Cancel this ticket and mark improper for the 2024 tax year.

District: **15 - SIMPSON-OUTSIDE**
Account No. **3067321**
Ticket No. **419097**
Tax Year **2024**

Amount Exonerated: **$52.65**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

FORM OF REQUISITION
FOR PAYMENT FROM SERIES A
ADMINISTRATIVE EXPENSE FUND

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

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

REQUISITION FOR PAYMENT NO. (06/03/26)

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 **$2,360.58**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **$2,360.58.** 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) **$2,360.58** 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 **3rd day of June, 2026.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

UMB Bank	Invoice #1048827	Date: 05/18/2026	$2,360.58
		Total	**$2,360.58**

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

Invoice **1048827**

Invoice Date:	**May 18, 2026**
Account Number:	**141961.1**
Administrator:	**Teri Donofrio**
Phone Number:	**(612) 337-7005**
Email:	**Teresa.Donofrio@umb.com**

County Commission of Harrison Cnty
President
301 West Main St
Clarksburg, WV 26301

Billing Period:	**April 1, 2026 through April 30, 2026**
Prior Balance:	$7,523.82
Payments Received as of May 7, 2026	$ 0.00
Adjustments	$ 0.00
Outstanding Balance:	$7,523.82
Current Billing Period:	
Current Period Fees	$2,360.58
Total Fees Due	$9,884.40

Remittance Stub
Billing Period 04/01/2026 - 04/30/2026

Account Number:	141961.1
Invoice Number:	1048827
Remit Balance	$9,884.40

Payment Due Upon Receipt

County Commission of Harrison Cnty
President
301 West Main St
Clarksburg, WV 26301

☐ Check Enclosed $_____

Mail Payments To:
UMB Bank, N.A.
Attn: Trust Fees Department
P O Box 414589
Kansas City, MO 64141-4589

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

Invoice **1048827**

Account Detail
Charles Pointe Project 2008AB

Account Number: 141961.1

Administrative Fees

Administration Fee	$458.33
Extraordinary Administration Fees	1,902.25
Administrative Fees Total	**$2,360.58**

Account Total **$2,360.58**

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

Invoice **1048827**

Statement of Receivables

Reflects Only Those Payments Received And Applied As of May 7, 2026

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
1037500	January 20, 2026	December 1, 2025 to December 31, 2025	1,947.33	107 days
1040021	February 19, 2026	January 1, 2026 to January 31, 2026	1,362.33	77 days
1042919	March 20, 2026	February 1, 2026 to February 28, 2026	1,943.33	48 days
1045744	April 20, 2026	March 1, 2026 to March 31, 2026	2,270.83	17 days
	Total Balance Due		**7,523.82**	

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. 121 (06/03/26)

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 **$3,025.25** 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) **$3,025.25.** 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 **3rd day of June, 2026.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

UMB Bank	Invoice #1048826	Date: 05/18/2026	$ 3,025.25
		Total	**$ 3,025.25**

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

Invoice 1048826

Invoice Date:	**May 18, 2026**
Account Number:	**158735.1**
Administrator:	**Teri Donofrio**
Phone Number:	**(612) 337-7005**
Email:	**Teresa.Donofrio@umb.com**

Charles Pointe EODD 2019ABC
Attn: County Administrator
Harrison County Courthouse
301 West Main Street
Clarksburg, WV 26301

Billing Period:	**April 1, 2026 through April 30, 2026**
Prior Balance:	$8,912.00
Payments Received as of May 7, 2026	$6,793.00
Adjustments	$ 0.00
Outstanding Balance:	$2,119.00
Current Billing Period:	
Current Period Fees	$3,025.25
Total Fees Due	$5,144.25

Remittance Stub
Billing Period 04/01/2026 - 04/30/2026

Account Number:	158735.1
Invoice Number:	1048826
Remit Balance	$5,144.25

Payment Due Upon Receipt

Charles Pointe EODD 2019ABC
Attn: County Administrator
Harrison County Courthouse
301 West Main Street
Clarksburg, WV 26301

☐ Check Enclosed $_____

Mail Payments To:
UMB Bank, N.A.
Attn: Trust Fees Department
P O Box 414589
Kansas City, MO 64141-4589

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

Invoice **1048826**

Account Detail
Charles Pointe EODD 2019ABC

Account Number: 158735.1

Administrative Fees

Administration Fee	$625.00
Extraordinary Administration Fees	2,400.25
Administrative Fees Total	**$3,025.25**

Account Total **$3,025.25**

UMB

UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

Invoice **1048826**

Statement of Receivables

Reflects Only Those Payments Received And Applied As of May 7, 2026

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
1045737	April 20, 2026	March 1, 2026 to March 31, 2026	2,119.00	17 days
	Total Balance Due		**2,119.00**	

HARRISON COUNTY COMMISSION – WEST VIRGINIA GIRLS SOFTBALL LEAGUE LEASE AGREEMENT (SUMMIT PARK)

THIS **LEASE AGREEMENT**, made this ____ day of _____, _____, by and between **THE HARRISON COUNTY COMMISSION, WEST VIRGINIA**, having an address of 229 South 3rd Street, Clarksburg, West Virginia 26301, party of the first part, hereinafter sometimes referred to as the "Lessor" and, **WEST VIRGINIA GIRLS SOFTBALL LEAGUE**, a West Virginia based non-profit having a local address of Attn: Lynette Gain, 52 Paradise Lane, Box 454, West Milford, West Virginia 26301, party of the second part, hereinafter sometimes referred to as "Lessee,"

WITNESSETH, that the said Lessor, pursuant to W.Va. Code § 7-1-3k,[1] for and in consideration of the rents reserved and the covenants and conditions hereinafter mentioned, on the part of the Lessee to be paid, kept and performed, does, by these presents, demise, lease and let unto the said Lessee, a nonprofit organization, those certain premises, together with the improvements thereon and the appurtenances belonging thereto described as follows: ("the Leased Premises"):

Commonly known as:

"Summit Park"

Coal Outside District, Harrison County, West Virginia
Tax Map 288, Parcel 33
Tax Map 1113, Parcels 325, 316, 315, 310, 309, 304, 361, 362, 363, 364, 365, 366, 367,
Tax Map 308, Parcel 22
See Exhibit A

Source Deed: BK 1607, PG 0973

Material Covenant: "This conveyance is made subject to the condition that the properties described herein, and being transferred by way of this Deed, shall be used exclusively as a ballfield and park area for the community and county residents, by the Harrison County Commission and/or its successors and/or its assigns."

Material Limitation: By way of this lease, Lessor is only leasing the _____ballfields and related facilities appurtenant thereto, to Lessee. All other facilities shall remain open to the community as noted in the covenant above – and at no time shall the public facilities be locked or closed to the public by Lessee.

1. TERM: The lease hereby made shall be for a term commencing on the _____ day of _____, _____, and ending at midnight on the 31st day of December, 2026 (the "Term"). The term may be extended prospectively, at the will and pleasure of the Lessor, and shall

[1] W.Va. Code § 7-1-3k provides, in part, that "The county commission of each county is authorized to lease, rent or to permit the use of county-owned buildings, lands and other properties or any portion thereof by nonprofit organizations. . . ."

be evaluated annually, in January, of each calendar year. This lease shall automatically terminate, without any further action, if Lessee fails to maintain its status as a nonprofit organization.

2. RENTALS: Lessee does hereby agree to pay as rental for the Leased Premises and the Leased Equipment the following sums per month, payable in advance, without notice or demand, commencing on the _____ day of _____, _____, and continuing on the same day of each calendar month during the term of this Lease:

Term	
	Total Monthly Payment: $ Non- Profit – Not Applicable

The Lessor hereby grants the Lessee a fifteen (15) day grace period in which to tender the monthly rent installment following the due date for such installment. If the monthly installment of rent is not received by the proper recipient on or before the expiration of such grace period, a five percent (5%) late fee penalty based on the delinquent monthly installment payment of rent, will be due and owing by the Lessee, together with interest thereon at a rate of ten percent (10%) per annum, constitute so much additional rent due from the Lessee on the first day of the month following any such late payment.

Further, Lessee shall pay a security deposit in the amount of $1,000.00.

3. HOLDOVER BY LESSEE: If Lessee remains in possession of the Leased Premises of any part thereof after the expiration of the Term or any renewal term of this Lease without the expressed written consent of the Lessor, such occupancy shall be a tenancy from month-to-month ~~at a rental in the amount of the immediately preceding monthly installment of rent plus an increase of twenty percent (20%) over such amount~~, and upon all the terms hereof applicable to a month-to-month tenancy. This provision for a holdover rent payment shall in no way be construed as a waiver of the Lessor's rights to evict the Lessee from the Leased Premises.

4. INSURANCE, INDEMNITY AND SUBROGATION:

(a) Liability Insurance: Lessee shall, during the entire term hereof, procure and keep in full force and effect a policy of public liability and property damage insurance with respect to the Leased Premises, and the business operated on the Leased Premises, in which limits of public liability shall be not less than One Million Dollars ($1,000,000.00) per person, and not less than One Million Dollars ($1,000,000.00) per accident, and in which property damage liability shall not be less than Five Hundred Thousand Dollars ($500,000.00). The policy shall name Lessor, Lessee and any persons, firms, or corporations designated by Lessor and by Lessee, as a named additional insured/loss payee as their interests may appear.

The liability coverage required hereunder may be specifically included in general coverage policies issued for other property or liability of Lessee.

(b) Fire and Extended Coverage: Lessee shall, during the term hereof, procure and keep in full force and effect: (a) fire, vandalism and malicious mischief insurance with All Risk, Extended Coverage covering the Leased Premises and the Leased Equipment in an amount equal to one

hundred percent (100%) of the full replacement cost thereof, as determined annually by a qualified insurance appraiser or consultant, and (b) rental insurance in amounts sufficient to pay, during any period of up to three (3) months in which the Lease Premises may be damaged or destroyed, all amounts required herein to be paid by Lessee. Lessor shall be named in said policy as a named additional insured/loss payee as their interests may appear.

(c) Provision of Policies: Any insurance required to be carried by Lessee shall contain a provision that: (a) the policy is not subject to cancellation or change, except after the giving at least ten (10) days written notice to all parties named as insured therein, and (b) that the insured has waived right of recovery from Lessor for any damage or loss cause by the risks covered in such policy. All policies required to be furnished hereunder, or renewals thereof, shall be procured at or before the beginning of any period during which such policies are required to be kept in full force and effect. Such procurement and the maintenance of the policy in full force and effect shall be satisfactorily evidenced by delivery to Lessor of the policy or a memorandum or certificate thereof bearing the above-mentioned provisions, together with the receipt for the premium payment. All renewals shall be procured at least thirty (30) days prior to the expiration of the existing coverage. All insurance required hereunder to be carried by Lessee shall be in insurance companies subject to Lessor's approval, reasonably exercised.

(d) Indemnification: Lessee shall defend, indemnify Lessor and save it harmless from and against any and all claims, actions, damages, liability and expenses in connection with loss of life, personal injury and/or damage to property arising from or out of any occurrence in, upon or at the Leased Premises, or the occupancy or use by Lessee of the Leased Premises or any part thereof, or the operation of the business or any equipment and machinery situate on the Leased Premises, or occasioned wholly or in part by an act or omission of Lessee, its agents, contractors, employees, servants, lessees or concessionaires. In case Lessor shall be made a party to any litigation for which Lessee owes Lessor a duty to defend, indemnify and save harmless hereunder, Lessee shall protect and hold Lessor harmless and shall pay all costs, expenses and reasonable attorney's fees incurred or paid by Lessor in connection with such litigation, and this provision shall survive this Agreement.

5. DAMAGE OR DESTRUCTION:

Lessor to Repair

(a) If the Leased Premises are damaged, destroyed or rendered partially untenantable for their intended use by fire or other casualty, the Lessor shall promptly repair, restore or rebuild the Leased Premises to substantially their prior condition; provided however, that the Lessor shall only be required to effect such repairs and restoration as existed prior to the damage or destruction; provided further, that in the event that such repairs and restoration will take more than ninety (90) days to complete, the Lessee or Lessor may, within sixty (60) days after the date of such damage, destruction, or casualty, terminate this Lease by giving ten (10) days' written notice. If the Lease is so terminated, all rent shall be prorated to the date of termination, and all insurance proceeds payable on account of the damage, destruction or casualty to the Leased Premises shall belong to the proper party.

(b) If Lessor shall fail to promptly commence and diligently prosecute the repair, restoration or rebuilding of the Leased Premises as provided in this paragraph within ninety (90) days following the date of the casualty, Lessee may, but shall not be obligated to, terminate this Lease by giving Lessor written notice of Lessor's election to do so.

6. IMPROVEMENTS, ALTERATIONS, ADDITIONS, MECHANIC'S LIENS:

(a) Lessee shall make no improvements to, alterations to, or changes to the leased Premises without the prior written consent of Lessor, which consent shall not be unreasonably withheld; and all improvement shall be first approved by the Harrison County Commission in writing. All approved improvements to, alterations to or changes to the Leased Premises shall be constructed or erected by Lessee at its own cost and expense, and Lessee shall provide proof of sufficient funds and/or capital, to Lessor, segregated into a separate account, for all projects which exceed $2,500.00. In making application to Lessor for such consent, Lessee shall provide Lessor with written description of the alteration, improvements or changes to be made to the Leased Premises, together with any cost estimates received from contractors, materialmen, etc. All construction and erection of the improvements shall be in accordance with the terms and conditions of Lessor's consent, and there shall be no changes or deviations without Lessor's prior consent. Prior to commencement of any construction or erection of the improvements, Lessee shall obtain all governmental approvals, licenses or permits required for any improvements, alterations or changes and deliver a copy of the same to Lessor. All improvements shall run with the land and shall benefit Lessor, and all improvements shall be completed by licensed and insured West Virginia contractors.

(b) Lessee shall pay promptly for all charges for labor and materials which Lessee incurs in making any additions to, repairs of, or improvements of the Leased Premises and shall not permit any liens to be filed by any person against the interests of Lessor and/or Lessee in the Leased Premises. Notwithstanding the foregoing, if, for whatever reason, any mechanic's lien or other liens shall be filed against the Leased Premises, Lessee shall, at its sole expense, cause such lien to be discharged of record within such thirty (30) day period, Lessor, in addition to any other rights and remedies, may, but shall not be obligated to, cause such lien to be discharged by payment, bond or otherwise, without investigation as to the validity thereof or as to any offsets or defenses thereto, and Lessee shall, upon demand, promptly within ten (10) day, reimburse Lessor for all amounts paid and costs incurred, including attorney's fees and interests thereon at the maximum legal rate from the respective dates of Lessor's payment therefor, in having such lien discharged of record and, further, Lessee shall otherwise indemnify and save Lessor harmless from any claim or damage resulting therefrom.

(c) Prior to the commencement of any work by Lessee, Lessee shall obtain public liability insurance to cover Lessee's contractor(s) to be employed by Lessee, shall require Lessee's contractors to obtain and maintain workers' compensation insurance and shall deliver duplicate originals of all certificates of such insurance to Lessor for written approval.

7. USE OF PREMISES:

(a) The Leased Premises shall be occupied only by Lessee or an assignee of Lessee approved by Lessor in writing and shall use the Leased Premises as a ballfield.

(b) Lessee shall not engage in any activity upon the Leased Premises which violates any federal, state or local statutes, codes, ordinances or regulations.

(c) Lessee shall not conduct or allow to be conducted any obnoxious, offensive, lewd or immoral activity on the Leased Premises.

(d) Lessee will not permit the Leased Premises to be used in any way which will injure Lessor's reputation or that may be a nuisance, annoyance or inconvenience to other nearby property owners.

8. MAINTENANCE: Lessee covenants and agrees to use, maintain and occupy the Leased Premises in a careful, safe and proper manner and will not commit waste therein or thereon. Lessee covenants and agrees to keep all garbage, rubbish and trash in containers approved by Lessor. Further, Lessee shall specifically perform the following:

i. Property Damage. Lessee agrees to repair or replace any property damaged, either willfully or accidentally, by its members or invitees which occurs to the Premises. Lessee is entitled to recover costs for damages or to require repairs for damages or improper maintenance that occurs while the Premises is used and controlled by others or Lessee.

ii. Trash and Recycling. Lessee agrees to be responsible for policing the Premises and picking up and making ready for collection all trash, recyclables, debris, and waste material of every, resulting from its use of the Premises by itself or any spectators in attendance at the Premises. Lessee also agrees to place all collected trash, recyclables, debris, and waste in a designated location for removal. Lessee agrees that it will not place yard waste or building materials in trash receptacles. Lessee agrees to promote and encourage recycling throughout the Premises. To avoid the public's misuse of trash and recycling receptacles during the offseason, Lessee agrees to move all trash and recycling receptacles to an area of the Premises that is inaccessible to the public, within fourteen days of the end of the season.

iii. Game Days. Lessee is solely and exclusively responsible for preparation and maintenance of the playing fields prior to all scheduled game days.

iv. Grass and Weeds. Lessee shall mow any grass areas within the Premises on a substantially weekly basis. Lessee shall control weeds and grass inside and outside of fence lines through string trimming or chemical vegetation control methods. This obligation includes the backstop fence, foul fence lines, and the outfield fence. If the Premises includes other exterior fences around a portion or all of the Premises, Lessee shall control grass/weeds in such fence lines and eight (8) feet outside of the fence.

v. Structures and Buildings/Gravel. Lessee is solely and exclusively responsible for all maintenance and repair of plumbing, flush valves, drinking fountains, water heaters, and other fixtures as applicable; as well as for installation and spreading of gravel on access roads related to the Leased Premises.

vi. Winterization. Lessee shall ensure that all building systems, such as plumbing, electrical, and heating and cooling systems, are operational through the season and shall ensure proper winterization at the end of the season.

9. ACCESS TO LEASED PREMISES: The Lessor and their authorized agents shall have the right to enter the Leased Premises for the purpose of making an inspection of the same during normal business hours of the Lessee. Further, Lessor shall be able to, and shall have the right, to use the Leased Premises for events and ceremonies upon sufficient notice, not less than ten (10) days written notice, to Lessee. Lessor shall confer with Lessee and the parties shall mutually agree upon dates and times. Lessee shall not unreasonably withhold use for events/ceremonies/public uses and any such action shall be a breach of this Agreement.

10. CONDITION OF PREMISES: The Lessee accepts the Leased Premises in its present condition and without any representation or warranty, expressed or implied, in fact or by law, by the Lessor as to the condition or usability thereof, or the uses to which the Leased Premises may be put.

11. POSSESSION AND QUIET ENJOYMENT:

(a) Lessor represents that it has fee simple title to the Leased Premises, free and clear of any encumbrances which would in any way prevent Lessor from carrying out their obligations under this Lease or prevent the use and enjoyment of the Leased Premises by Lessee, as provided herein.

(b) Lessor represents to Lessee that it will place Lessee in possession and quiet enjoyment of the Leased Premises free from the claims of persons in possession and third parties claiming rights thereto, except as set forth in matters of public record.

(c) Lessee shall not, after acceptance of possession, abandon or vacate the Leased Premises during the term hereof.

12. COVENANTS RUN WITH LAND: All of the covenants, agreements, conditions and undertakings in this Lease contained shall extend and inure to and be binding upon the heirs, executors, administrators, successors and assigns of the respective parties hereto, the same as if they were in every case specifically named, and shall be construed as covenants running with the land, and wherever in this Lease reference is made to either of the parties hereto, it shall be held to include and apply to, wherever applicable, the heirs, executors, administrators, successors and assigns of such party. Nothing herein contained shall be construed to grant or confer upon any person or persons, firm, corporation, or governmental authority, other than the parties hereto, their heirs, executors, administrators, successors and assigns, any right, claim or privilege by virtue of any covenant, agreement, condition or undertaking in this Lease contained.

13. SUBORDINATION AND ATTORNMENT: Lessor shall have the right, at any time or from time to time, during the continuance of this Lease, as security for any indebtedness owed by it, to create an incumbrance against its estate in the Leased Premises or any part thereof, and, upon request from the Lessor, the Lessee shall execute such an agreement or document (usually referred to as a "Subordination, Non-Disturbance and Attornment Agreement") as may be necessary to subordinate all of Lessee's right, title and interest under this Lease, to the lien of said encumbrance; **provided**, **however**, that any such agreement or document shall expressly

provide that so long as the Lessee (i) shall keep and perform the terms, covenants, and conditions of this Lease, and (ii) agrees with the lienor/mortgagee that if the estate and interests of the Lessor in the Leased Premises shall be transferred to and owned by said lienor/mortgagee or its assigns under all of the terms, covenants and conditions of the Lease for the balance of the term thereof, and any extension or renewal thereof, **then** neither the lienor/mortgagee nor its assigns nor any other person shall, in attempting to enforce collection of the indebtedness due from the Lessor to the said lienor/mortgagee or its assigns, have any power to impair, modify or adversely affect any of the rights of the Lessee under this Lease.

14. DEFAULT BY LESSEE:

(a) In the event of any failure of Lessee to pay any rents, additional rents, or other charges or sums promptly when due, or any failure to perform any other of the terms, conditions or covenants of this Lease to be observed or performed by Lessee for more than ten (10) days after written notice of such other default shall have been given to Lessee, or if Lessee or an agent of Lessee shall falsify or fail to timely submit any report required to be furnished to Lessor pursuant to the terms of this Lease, or if Lessee shall discontinue operating its business, leave or abandon the Leased Premises, or suffer this Lease to be taken under any writ of execution or in bankruptcy or receivership, then Lessor, besides all other rights and remedies they may have by law and in equity, shall have the immediate right of re-entry and may remove all persons and property from the Leased Premises and such property may be removed and stored in any public warehouse or elsewhere at the cost of and for the account of Lessee. Should Lessor re-take possession pursuant to legal proceedings or pursuant to any notice provided for by law, the Lessee may either terminate this Lease and recover from the Lessee all damages incurred by Lessor by reason of said breach, including the recovery of possession, or Lessor may, from time to time, without terminating this Lease, relet said Lease Premises or any part thereof, for all or any portion of the remainder of the term of this Lease to a lessee or lessees satisfactory to Lessor, and at such rental or rentals as Lessor may, with reasonable diligence, secure, with the right to make alterations and repairs, and should such rental or rentals actually received during any month be less than that agreed to be paid during that month by the Lessee hereunder, the Lessee hereby agrees to pay any such deficiency to the Lessor and to pay the Lessor, as soon as ascertained, the costs and expenses incurred by Lessor in such reletting. Such deficiency shall be calculated and paid monthly. No such re-entry in taking possession of the Leased Premises by the Lessor shall be construed as an election on the Lessor's part to terminate this Lease unless a written notice of such intention is given by the Lessor to the Lessee, or unless the termination thereof be decreed by a court of competent jurisdiction. Notwithstanding any such reletting without termination, the Lessor may at any time thereafter elect to terminate this Lease for such previous breach.

(b) No waiver of any covenant or condition of the breach of any covenant or condition of this Lease shall be taken to constitute a waiver of any subsequent breach of such covenant or condition nor to justify or authorize the nonobservance on any other occasion of the same or of any other covenant or condition hereof, nor shall the acceptance of rent by Lessor at any time when Lessee is in default under any covenant or condition hereof, be considered a waiver of such default or of Lessor's right to terminate this Lease on account of such default, no shall any waiver of indulgence granted by Lessor to Lessee be taken as an estoppel Lessor, it being expressly understood that if at any time Lessee shall be in default in any of its covenants or conditions here under an acceptance by Lessor of rental during the continuance of such default or the failure on the part of Lessor

promptly to avail itself of such other rights or remedies as Lessor may have, shall not be construed as a waiver of such default, but Lessor may at any time thereafter, if such default continues, terminate this Lease on account of such default in the manner hereinbefore provided.

(c) In addition to any other remedies Lessor may have at law or equity and/or under this Lease, Lessee shall pay upon demand all Lessor's cost, charges and expenses, including fees of counsel, agents and others retained by Lessor, incurred in connection with the recovery of sums due under this Lease, or because of the breach of any covenant under this Lease or for any other relief against Lessee. In the event Lessee shall bring any action against Lessor for relief hereunder and Lessor shall prevail, Lessee shall pay Lessor's reasonable attorney's fees and all court costs.

(d) The rights and remedies given to Lessor by this Lease shall be deemed to be cumulative and no one of such rights and remedies shall be exclusive at law or in equity of the rights and remedies which Lessor might otherwise have by virtue of a default under this Lease, and the exercise of one such right or remedy by Lessor shall not impair Lessor's standing to exercise any other right or remedy.

15. DEFAULT BY LESSOR: Lessor shall in no event be charged with default in the performance of any of its obligations hereunder unless and until Lessor has failed to perform such obligations within sixty (60) days (or such additional time as is reasonably required to correct any such default) written notice to Lessor by Lessee properly specifying wherein Lessor has failed to perform any such obligations. Such notice shall be computed from the date of Lessor's receipt.

16. LESSEE'S PROPERTY:

(a) Lessee shall be responsible for, and shall pay before delinquency, all municipal, county, state or federal taxes assessed during the term of this Lease against any leasehold interest or personal property of any kind, owned by or placed in, upon or about the Leased Premises by the Lessee or against Lessee's business. Lessee shall pay all utilities associated with the property, building and structures therein, (specifically electric, gas, water and waste collection utilities), and shall pay all real property taxes, if any, associated with the leased real estate, or Lessee's use of the same, if any.

(b) Lessor shall not be liable for any damage to property of Lessee or of others on the Leased Premises (except for such damage as may be caused solely by the intentional, reckless and/or negligent acts of the Lessor), nor for the loss of or damage to persons or property resulting from any cause of whatsoever nature (except for such damage as may be caused solely by the intentional, reckless and/or negligent acts of the Lessor). Lessor shall not be liable for any such damage caused by other tenants or persons on the Leased Premises, occupants of adjacent property, or the public, or caused by operations in construction of any private, public or quasi-public work.

17. SURRENDER OF PREMISES:

(a) Upon any expiration, termination or cancellation of this Lease, whether under the terms hereof or by reason of Lessee's default, all improvements existing upon the Leased Premises whether constructed by Lessor or Lessee, shall remain upon the Leased Premises, and any non-fixture equipment shall be removed from the Leased Premises within thirty (30) days or it shall be deemed abandoned and forfeited.

(b) If Lessor notifies Lessee in writing to remove any improvements constructed by Lessee, the Leased Premises shall be restored to the condition existing prior to Lessee's occupancy. Otherwise, all improvements shall become the property of Lessor.

(c) Upon termination, cancellation or expiration, Lessee may remove its own property, equipment and trade fixtures, but upon termination or cancellation resulting from Lessee's default, Lessee shall not remove its own property, equipment or trade fixtures without prior written consent by Lessor, and upon Lessor's consent, the Lessee's property shall then be promptly removed.

18. WASTE GOVERNMENTAL REGULATIONS:

(a) Waste or Nuisance: Lessee shall not commit or suffer to be committed any waste upon the Leased Premises or any nuisance act which may disturb the quiet enjoyment of any person.

(b) Governmental Regulations: Lessee shall, at Lessee's sole cost and expense, comply with all of the requirements of all county, municipal, state, federal and other applicable governmental authorities, and all regulations promulgated by Lessor, written notice of which is given to Lessee, now in force or which may hereafter be in force, pertaining to the said Leased Premises, and shall faithfully observe in the use of the Leased Premises all municipal and county ordinances and state and federal statutes and the said regulations of Lessor, now in force or which may hereafter be in force.

19. ASSIGNMENT AND SUBLETTING: Lessee covenants and agrees not to assign this Lease or to sublet the whole or any part of the Leased Premises, or to permit any other persons to occupy same without the prior written consent of Lessor, which consent shall not be unreasonably withheld, references elsewhere herein to assignees, subtenants or other persons notwithstanding. If Lessee should assign or sublet without Lessor's prior written consent, Lessor at its option may terminate this Lease after discovery that Lessee has assigned or sublet; in which such event, this Lease shall terminate and end upon thirty (30) days' written notice of Lessor's election to so terminate. Any such assignment or subletting, even with the consent of Lessor, shall not relieve Lessee from liability for payment of rent or other sums herein provided or from the obligation to keep and be bound by the terms, conditions and covenants of this Lease. The acceptance of rent from any other person shall not be deemed to be a waiver of any of the provisions of this Lease or to be a consent to the assignment of this Lease or subletting of the Leased Premises.

20. REIMBURSEMENT: All terms, covenants and conditions herein contained to be performed by Lessee shall be performed at its sole expense and if Lessor shall pay any sum of money or do any act which requires the payment of money by reason of the failure, neglect or refusal of Lessee to perform the terms, covenants or conditions, the sum of money so paid by Lessor shall be payable by Lessee to Lessor with the next succeeding installment of rent together with interest at the rate of ten percent (10%) per annum of such interest rate as shall be permitted by law if less. If Lessor shall perform any work that is an obligation of Lessee, then Lessee shall pay to Lessor the cost of the work, together with the sum equal to fifteen percent (15%) of such cost for overhead, and an additional sum equal to ten percent (10%) of said amount for profit and, as provided for above, interest upon failure of prompt payment.

21. WAIVER: One or more waivers of any covenant or condition by Lessor shall not be construed as a waiver of a subsequent breach of the same or any other covenant or condition, and the consent or approval by Lessor to or of any act by Lessee requiring Lessor's consent or approval to or of any subsequent similar act by Lessee.

22. NO ACCORD AND SATISFACTION: No acceptance by Lessor of a lesser sum than the rents or other charges then due shall be deemed to be other than on account of the earliest of such stipulated rents or charges, nor shall any endorsement or statement on any check or any letter accompanying any check or payment as rent or other charge be deemed an accord and satisfaction, and Lessor may accept such check or payment without prejudice to Lessor's right to recover the balance of such installment or pursue any other remedy provided in this lease or by law.

23. NOTICE: Any notice which Lessor or Lessee may be required to give to the other party shall be in writing and shall be mailed Registered or Certified Mail, Return Receipt Requested, to the other party at the address specified on page 1 hereof, or the Leased Premises if such notice is to the Lessee, or to such other address as either party shall have designated to the other, and the time of the rendition of such shall be when same is deposited in an official United States Post Office, postage prepaid, unless otherwise provided herein.

24. FORCE MAJEURE: The parties hereto, or either one of them, shall be excused for the period of any delay in the performance of any obligations hereunder or non-performance of any such obligations or of this Lease, when prevented from doing so by cause or causes beyond their control which shall include, without limitation, war, war-like operations, invasion, rebellion, hostilities, military or usurped power, sabotage, governmental regulations or controls, administrative judicial decrees including any adverse findings, orders, verdicts or judgments therein, or through acts of God.

25. ENVIRONMENTAL: Lessee shall not use in, on or about the Leased Premises, for original construction or for maintenance, repairs, alterations, improvements, additions, changes or in any other manner, any product, material, equipment or any other item of any nature whatsoever, which contains asbestos in any form. Lessee shall at all times defend, protect, indemnify, save and keep harmless the Lessor against and from all claims, loss, cost, damage or expense arising out of or from Lessee's breach of this Paragraph. Lessee further covenants and agrees that it will not use, keep or suffer to be kept, or generate or store any hazardous substances, pollutants or contaminants (collectively, "Hazardous Substance") in, upon or about the Leased Premises. Lessee shall promptly remove and clean up any Hazardous Substance brought on, to or about the Leased Premises in violation of this provision. Lessee shall indemnify Lessor for all costs and expenses, incurred by Lessor to correct any violation of this covenant, or to remove, neutralize or render harmless any Hazardous Substance, or to comply with the requirements of any regulatory body having jurisdiction over hazardous substances, or to contest the actions of any such regulatory body with respect to the Leased Premises. Lessee's agreement to indemnify Lessor, just given, shall survive the expiration date of the Lease. In the event of a breach of this covenant, then in addition to any other remedies available to Lessor, Lessor at their sole option may declare Lessee to be immediately in default hereof and in forfeiture of its rights to occupy the Leased Premises under this Lease, and may cause the Lessee to be immediately removed from the Leased Premises,

which events shall not release Lessee from its covenant to pay rent or otherwise relieve Lessee from any monetary obligation under this Lease.

26. EXTERIOR SIGN: Lessee shall have the right to have temporary exterior signs placed on or attached to the building or to be situated on the Leased Premises, provided that Lessee obtains any required governmental authorizations prior to the installation thereof, and approval of Lessor which shall not be unreasonably withheld.

27. VENUE, ATTORNEYS' FEES:

(a) Should any litigation occur as the result of any aspect of the parties' relations, interpretation or negotiation of this Lease, or any matter relating directly or indirectly to Lessee's occupancy or this Lease, it shall be in the courts of Harrison County, West Virginia. Both the parties and all signatories to this Lease hereto understand that each party has a constitutional right to a jury trial regarding certain issues and each party individually and voluntarily waives his/her/its right to a jury trial.

(b) Regardless of the remedy or form, and regardless of which party ultimately prevails, unless as otherwise set forth herein, each party shall pay for its own attorney's fees and any other related dispute resolution costs; except that, if Lessee is delinquent in Rent, Additional Rent or damages the Demised, Premises, building, Property or improvements and Lessor is forced to take any actions in order to collect back the Rent due or for damages done, then Lessee shall pay Lessor's attorney's fees and costs. In addition, in the event Lessee alleges that the Lessor has breached any part of this Lease, it shall be a condition precedent to instituting any litigation or any other action or resolution or remedy that Lessee continue paying Rent; under no circumstances is Lessee relieved of any obligation to pay Rent during any dispute resolution process regardless of the nature of the same.

28. USE BY COMMISSION. Lessee agrees that the Commission may use the Premises when the same is not required for use by Lessee, and such use by the Commission shall be consistent with the normal usage of said premises. Commission agrees that it will restore and/or contribute to the maintenance of the Premises consistent with its use by the Commission. If the Commission uses the Premises under this Section, it agrees to leave the Premises in substantially the same condition. For purposes of this Section, Commission use shall mean organized activities conducted or sponsored by the Commission. As further set forth below, Lessee agrees to allow other persons or organizations to use the Premises at the Commission's direction, subject to reasonable terms and conditions, for public recreation purposes.

29. USE OF PREMISES BY OTHERS. Lessee shall allow other persons or organizations to use the ball fields if the ball fields are not in bona fide use by the Lessee. Scheduling of ball field use will be provided to the HCPR on a monthly basis

30. CONCESSION, ADVERTISING AND NAMING RIGHTS. Lessee shall have the right to operate concessions for the sale of beverages, food, programs, and other items usually sold in the public parks. Lessee shall have the right to sell temporary advertising space on the inside of the Premises boundaries, and all revenue derived from concessions and advertising shall belong to Lessee. Lessee also agrees to be responsible for cleaning and maintaining the concession area,

including restrooms; and Lessee shall solely bar compliance for all food and health department obligations/licenses – and shall defend/indemnity the Lessor in all related respects. Lessee and Commission shall jointly hold all naming rights for the facilities and Premises, and any naming of fields, buildings, improvements or areas shall be by agreement of the parties, with the express, written consent of the Commission.

31. MISCELLANEOUS:

(a) Recording: Lessee shall not record this Lease without the prior written consent of Lessor. Either party shall, upon request of the other party, execute and acknowledge a "short form" memorandum of this Lease for recording purposes in accordance with West Virginia law.

(b) Governing Law: This Lease shall be construed, governed and enforced in accordance with the laws of the State of West Virginia, and the Circuit Court of Harrison County, West Virginia shall have jurisdiction over all matters related to this Lease Agreement.

(c) Invalidity of Provisions: If any provisions of this Lease shall be held to be invalid or unenforceable, the remaining provisions of this Lease shall in no way be affected or impaired and such remaining provisions shall continue in full force and effect.

(d) Successors: Except as otherwise provided in this Lease, the respective rights and obligations provided in this Lease shall bind and shall inure to the benefit of the parties hereto, their legal representatives, heirs, successors and assigns; provided, however, that no rights shall insure to the benefit of any successor of Lessee unless Lessor's written consent for the transfer to such successor has first been obtained.

(e) Gender: As used in this Lease, the word "person" shall mean and include, where appropriate, an individual, corporation, partnership or other entity; the plural shall be substituted for the singular, and the singular for the plural, where appropriate; and words of any gender shall mean and include any other gender.

(f) Counterparts: This Lease can be executed in any number of printed or electrostatically reproduced counterparts, each of which, when fully executed, shall be deemed an original, and it shall not be necessary in making proof of this Lease to produce or account for more than one such counterpart.

(g) Complete Agreement: This writing contains the entire agreement between the parties, and no agent, representative, salesman or officer of Lessor has authority to make or has made any statement, agreement or representation, either oral or written, in connection herewith, modifying, adding or changing the terms and conditions herein set forth. No dealings between the parties or customs shall be permitted to contradict or modify the terms hereof. No modification of this Lease shall be binding unless such modification shall be in writing and signed by the parties.

(h) No Partnership: Lessor does not, in any way or for any purpose, become a partner of Lessee in the conduct of its business, or otherwise, or joint venture or a member of a joint enterprise with Lessee.

(i) No Inference Due to Drafting: No inference shall be drawn in favor of or against either party because of their participation, or the participation of their counsel, in the drafting of this Agreement.

(j) Effect: This Lease shall be binding upon and inure to the benefit of the heirs, personal representatives, successors and assigns of Lessor and Lessee.

IN WITNESS WHEREOF, the Lessee has caused its corporate name to be signed here to by its office thereunto duly authorized, and _____ has signed his/her name hereto, all as of the day and year first hereinabove written.

[signature page follows]

LESSOR:

_____
Harrison County Commission, West Virginia

By _____

Its _____

Dated _____

LESSEE:

_____

By _____

Its _____

Dated _____

STATE OF WEST VIRGINIA,
COUNTY OF _____, TO-WIT:

I, _____, a notary public of said county, do certify that _____, whose name is signed to the writing hereto annexed, bearing the date of the _____ day of _____, _____, has this day acknowledged the same before me in my said county.

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

My commission expires: _____

_____
Notary Public

STATE OF WEST VIRGINIA,
COUNTY OF _____, TO-WIT:

I, _____, a notary public of said county, do certify that _____, whose name is signed to the writing hereto annexed, bearing the date of the _____ day of _____, _____, has this day acknowledged the same before me in my said county.

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

My commission expires: _____

_____
Notary Public

EXHIBIT A

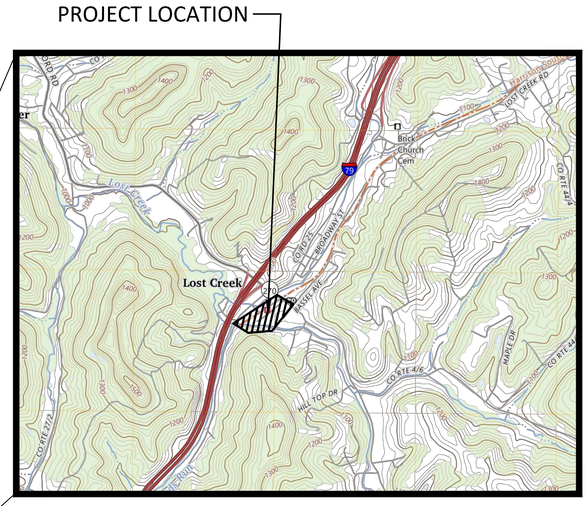
Depiction of what is commonly known as “Summit Park”:



Stantec
320 Southview Drive Suite 102
Bridgeport, WV 26330-4679
www.stantec.com

TOWN OF LOST CREEK
DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WEST VIRGINIA





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Stantec
320 Southview Drive Suite 102
Bridgeport, WV 26330-4679
www.stantec.com

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Revision	By	Appd.	YY.MM.DD

Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

COVER SHEET

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. COVER SHEET
Revision Sheet

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2026/03/10 3:56 PM By: Butcher, Alissa

GENERAL NOTES AND CONSTRUCTION NOTES

1. EXISTING UTILITIES AND STRUCTURES HAVE BEEN LOCATED ON THESE DRAWINGS USING THE INFORMATION THAT WAS AVAILABLE. HOWEVER, LOCATIONS ARE APPROXIMATE AND INACCURACIES MAY EXIST. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO NOTIFY MISS UTILITY AND OTHER UTILITIES ABOUT SCHEDULING LINE LOCATION AND MARKING IN A TIMELY MANNER. IN SOME CASES IT MAY BE NECESSARY FOR THE CONTRACTOR TO LOCATE ELEMENTS OF AN EXISTING SYSTEM. THERE SHALL BE NO ADDITIONAL COMPENSATION FOR THE INCONVENIENCE OR POSSIBLE DELAY RESULTING FROM HAVING TO WORK AROUND EXISTING UTILITIES EITHER SHOWN ON THE PLANS OR AS THEY ARE DISCOVERED DURING CONSTRUCTION WHETHER THEY ARE SHOWN OR NOT. NOR SHALL THERE BE ADDITIONAL COMPENSATION FOR THE REPAIR OF UTILITY LINES DAMAGED BY THE CONTRACTOR. SEE LIST OF THE NAMES AND PHONE NUMBERS OF UTILITIES WHICH ARE KNOWN TO BE IN THE PROJECT AREA ON THIS SHEET.
2. THE CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PROTECT EXISTING UTILITIES AND MAINTAIN UNINTERRUPTED SERVICE. ANY DAMAGE INCURRED SHALL BE REPAIRED IMMEDIATELY TO THE SATISFACTION OF THE ENGINEER AND UTILITY OWNER AT NO EXPENSE TO THE PROJECT.
3. CONTRACTOR SHALL CONTACT MISS UTILITY FIVE WORKING DAYS PRIOR TO PERFORMING ANY WORK.
4. IN THE EVENT THAT THE CONTRACTOR DISCOVERS A DISCREPANCY BETWEEN THE PLANS AND OBSERVED FIELD CONDITIONS, OR BETWEEN ANY OF THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL NOTIFY THE ENGINEER, IN WRITING, OF THE DISCREPANCY AND THE ENGINEER SHALL PROVIDE THE CONTRACTOR WITH A FIELD ORDER INDICATING THE REQUIRED REMEDY. AREAS NOTED AS 'GRAVEL TRENCH REPAIR' DO NOT HAVE A BID ITEM NUMBER AND SHALL BE INCIDENTAL TO TRENCH BACKFILL AS PER THE SPECIFICATIONS.
5. ALL CONSTRUCTION SHALL CONFORM TO THE APPLICABLE STANDARDS AND SPECIFICATIONS PROVIDED IN A SEPARATE BOUND VOLUME.
6. ALL DRIVEWAYS, PARKING AREAS, SHOULDERS, SIDEWALK, AND ROADS DAMAGED DURING CONSTRUCTION OF THIS PROJECT SHALL BE REPAIRED IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS. PAYMENT OR PAVEMENT REPLACEMENT SHALL BE AS INDICATED IN THE "MEASUREMENT AND PAYMENT" SECTION OF THE SPECIFICATIONS. PAVEMENT DAMAGED OUTSIDE OF THE LIMITS INDICATED IN THE SECTION OF THE SPECIFICATIONS SHALL BE REPAIRED BY CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
7. ANY EXISTING WVDOH ROADWAY OR TOWN STREETS DISTURBED BY CONSTRUCTION OF PROPOSED WATER LINES SHALL BE REPAIRED BY CONTRACTOR TO ORIGINAL CONDITION.
8. ALL CONSTRUCTION SHALL BE DONE WITHIN THE RIGHT-OF-WAY AND TEMPORARY CONSTRUCTION EASEMENTS AS SHOWN.
9. PROPERTY LINES SHOWN ON PLANS ARE APPROXIMATE LOCATION, INFORMATION SHOWN WAS TAKEN FROM PRESTON COUNTY TAX MAPS.
10. ALL MATERIAL REMOVED AND NOT REUSED IN THE CONSTRUCTION OF THIS PROJECT WILL BE REMOVED FROM THE PROJECT AND PROPERLY DISPOSED OF BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND COMPLYING WITH ALL LOCAL, STATE AND FEDERAL LAWS PERTAINING TO THE DISPOSAL OF THE SAME.
11. DRIVEWAYS AND PARKING AREAS: AT LEAST 48 HOURS PRIOR TO DISTURBING EXISTING DRIVEWAYS, THE CONTRACTOR MUST NOTIFY THE OWNER OR THE DRIVEWAY OF HIS INTENT TO BEGIN WORK. IF THE EXISTING DRIVEWAY IS THE PROPERTY OWNER'S ONLY MEANS OF INGRESS AND EGRESS TO THEIR PROPERTY, THE CONTRACTOR SHALL EMPLOY CONSTRUCTION METHODS WHICH WILL ALLOW THE PROPERTY OWNER ACCESS TO THE PROPERTY.
12. CONTRACTOR IS RESPONSIBLE FOR ALL CONSTRUCTION STAKE OUT AND FIELD LOCATION.
13. EXISTING UTILITY SERVICE LINES WERE NOT FIELD LOCATED AND ARE NOT SHOWN ON THE PLANS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING THE LOCATION OF THE UTILITY SERVICE LINES. IF DAMAGE IS CAUSED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIR OR RESTORATION OF THE DAMAGE SERVICE LINES TO THE SATISFACTION OF THE OWNER AND THE UTILITY COMPANY INVOLVED AT NO EXTRA COST TO THE OWNER. IF REPAIRS ARE AUTHORIZED BY THE UTILITY OWNER, THEY SHALL BE MADE IN ACCORDANCE WITH THEIR INSTRUCTIONS.
14. THE LOCATION OF CULVERTS, INLETS, AND OTHER DRAINAGE ITEMS HAVE BEEN DETERMINED FROM DATA AVAILABLE AT THE TIME OF DESIGN AND ARE NOT NECESSARILY COMPLETE. CONTRACTOR SHALL CONSTRUCT PIPE LINE UNDER ALL EXISTING DRAINAGE STRUCTURES AS DIRECTED BY OWNER AND OWNER OF DISTURBED DRAINAGE STRUCTURE. PROPER DRAINAGE MUST BE MAINTAINED AT ALL TIMES DURING CONSTRUCTION. DRIVEWAY CULVERTS AND OTHER STORM DRAINAGE PIPES REMOVED DURING CONSTRUCTION. DRIVEWAY CULVERTS AND OTHER STORM DRAINAGE PIPES REMOVED DURING CONSTRUCTION MUST BE REPLACED AT THE SAME LOCATION, GRADE, AND ELEVATION UNLESS OTHERWISE DIRECTED BY THE OWNER. THE CONTRACTOR SHALL USE DUE DILIGENCE IN PROTECTING FROM DAMAGE ALL EXISTING STORM DRAINAGE PIPES WHETHER SHOWN ON THE PLANS OR NOT. IF DAMAGE IS CAUSED TO ANY DRAINAGE FEATURES, THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR OR RESTORATION OF SAME TO THE SATISFACTION OF THE OWNER AND OWNER OF DISTURBED DRAINAGE, AND FOR ANY RESULTING CONTINGENT DAMAGE AT NO COST TO THE OWNER.
15. CONTRACTOR SHALL EXPOSE SUBSURFACE UTILITIES AND STRUCTURES SUFFICIENTLY IN ADVANCE OF LAYING PROPOSED WATER MAINS, FORCE MAINS AND SEWERS TO VERIFY THE PROPOSED GRADE AND LOCATION. COST FOR ALL LOCATIONS EXPOSED SHALL BE INCIDENTAL TO THE VARIOUS ITEMS. IF IT IS DETERMINED BY THE ENGINEER/ARCHITECT THAT RELOCATION OF EXISTING UTILITIES IS NECESSARY, SUCH WORK SHALL BE CONDUCTED IN ACCORDANCE WITH "CHANGES IN THE WORK" OF THE GENERAL CONDITIONS.
16. EXISTING CONDITION WAS SURVEYED BY ALLEGHENY SURVEYS INC.
17. ALL UTILITIES ARE SHOWN AS APPROXIMATE CONTRACTOR SHALL VERIFY LOCATION AND DEPTH PRIOR TO CONSTRUCTION.
18. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL SUBMIT UTILITY LOCATE TICKET WITH WV 811.
19. DIMENSION ARE SHOWN TO EDGE OF PAVEMENT WHERE APPLICABLE.
20. PARKING

    EXISTING PARKING SPACES - 30
    PROPOSED PARKING SPACES - 52
    TOTAL HANDICAP SPACES -2

UTILITY AGENCIES SERVING PROJECT AREA

1. MISS UTILITY
   1-800-245-4848
2. MON POWER
   P.O. BOX 1431
   FAIRMONT, WV 26555
   (304) 367-2237
3. FRONTIER-WEST VIRGINIA
   145 FAYETTE ST.
   MORGANTOWN, WV 26505
   (304) 712-2037
   (304 622-1665
4. HOPE GAS, INC.
   48 COLUMBIA BOULEVARD
   CLARKSBURG, WV 26301
   (304 622-1665
5. OPTIMUM
   6B 5TH STREET
   BUCHANNON, WV 26210
   (934) 219-3587
   1-(877) 694-9474
6. TOWN OF LOST CREEK
   P.O. BOX 2016
   LOST CREEK, WV 26385
   (304) 745-3466
7. CITY NET
   100 CITYNET DRIVE
   BRIDGEPORT, WV 26330
   1-(800)-881-2638

EROSION AND SEDIMENTATION CONTROL

1. ALL EROSION AND SEDIMENT MEASURES TO BE IN ACCORDANCE WITH THE WEST VIRGINIA BEST MANAGEMENT PRACTICE MANUAL AVAILABLE ON THE DEP WEBSITE: HTTP://APPS.DEP.WV.GOV/DWWM/STORMWATER/BMP/INDEX.HTML
2. DISTURBED AREA TO BE STABILIZED WITH TEMPORARY AND FINAL SEEDING AS DESCRIBED IN SPECIFICATIONS.
3. IN THE EVENT ADDITIONAL POLLUTION CONTROL IS REQUIRED DUE TO THE CONTRACTOR'S NEGLIGENCE, CARELESSNESS OR FAILURE TO INSTALL PERMANENT CONTROLS AS PART OF THE WORK SCHEDULED, AND ORDERED BY THE ENGINEER, SUCH WORK SHALL BE PERFORMED BY THE CONTRACTOR AT HIS OWN EXPENSE. THE CONTRACTOR WILL BE REQUIRED TO INCORPORATE ALL EROSION AND SEDIMENT CONTROL FEATURES INTO THE PROJECT AT THE EARLIEST PRACTICAL TIME AS OUTLINED IN THE CONTRACT PLANS.
4. TRENCH DEWATERING, IF TRENCH DEWATERING IS NECESSARY FOR INSTALLATION OF SEWER LINE, FORCE MAINS, OR WATER LINES, PUMP DISCHARGE SHALL BE FILTERED TO REDUCE DOWNSTREAM SEDIMENTATION.
5. EXCEPT AS NOTED BELOW, STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS PRACTICABLE IN PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED, BUT IN NO CASE MORE THAN FOUR DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS PERMANENTLY CEASED.
6. WHERE THE INITIATION OF STABILIZATION MEASURES BY THE FOURTH DAY AFTER CONSTRUCTION ACTIVITY TEMPORARILY OR PERMANENTLY CEASES IS PRECLUDED BY SNOW COVER, STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS CONDITIONS ALLOW.
7. WHERE CONSTRUCTION ACTIVITY WILL RESUME ON A PORTION OF THE SITE WITHIN 14 DAYS FROM WHEN ACTIVITIES CEASED, (E.G., THE TOTAL TIME PERIOD THAT CONSTRUCTION ACTIVITY IS TEMPORARILY HALTED IS LESS THAN 14 DAYS) THEN STABILIZATION MEASURES DO NOT HAVE TO BE INITIATED ON THAT PORTION OF THE SITE BY THE FOURTH DAY AFTER CONSTRUCTION ACTIVITIES HAVE TEMPORARILY CEASED.
8. AREAS WHERE THE SEED HAS FAILED TO GERMINATE ADEQUATELY (UNIFORM PERENNIAL VEGETATIVE COVER WITH A DENSITY OF 70%) WITHIN 30 DAYS AFTER SEEDING AND MULCHING MUST BE RESEEDED IMMEDIATELY, OR AS SOON AS WEATHER CONDITIONS ALLOW.
9. INSTALLED WATER LINE AND DRAINAGE PIPE & DRAINS SHALL BE BACKFILLED AND BURIED BEFORE THE END OF EACH DAY. THE CONTRACTOR SHALL SAFELY PLACE EXCAVATED SOIL PILES UPGRADIENT OF OPEN WATER LINE TRENCH UNTIL REBURIAL.

LEGEND

- EXISTING SIGN
- EXISTING TELEPHONE/ELECTRIC POLE
- EXISTING GUARDRAIL
- EXISTING GATE VALVE
- EXISTING FIRE HYDRANT
- EXISTING WATER METER
- EXISTING GAS METER
- EXISTING GRAVITY MANHOLE
- EXISTING GRAVITY SEWER
- EXISTING WATER LINE
- EXISTING GAS LINE
- EXISTING UNDER GROUND TELEPHONE
- EXISTING OVER HEAD UTILITIES
- EXISTING FENCE
- EXISTING STREAM/DITCHES/PONDS
- EXISTING STORM DRAIN
- EXISTING CATCH BASIN
- EXISTING TREE LINE
- EXISTING PAVED/CONCRETE ROAD AND DRIVEWAYS
- EXISTING GRAVEL ROAD/UNPAVED DRIVEWAYS
- EXISTING ROAD RIGHT OF WAY
- EXISTING PROPERTY LINE
- EXISTING MAJOR CONTOUR
- EXISTING MINOR MONTOUR
- PROPOSED WATER LINE
- PROPOSED UNDERGROUND DUCT BANK
- PROPOSED OVERHEAD ELECTRIC
- PROPOSED POWER POLE
- PROPOSED SANITARY SEWER
- PROPOSED TRENCH DRAIN
- PROPOSED TYPE 'B' INLET
- PROPOSED FILTER SOCK
- PROPOSED WATER METER
- PROPOSED GATE VALVE
- PROPOSED INLET PROTECTION
- PROPOSED OUTLET PROTECTION
- PROPOSED RIP RAP/STREAM BANK PROTECTION
- PROPOSED AREA TO BE PAVED
- PROPOSED AREA TO BE PAVED IN COORDINATION WITH OWNER
- BENCH MARK

LOST CREEK TAX MAP OWNER INFORMATION

TAX MAP	2104	PAR	5	SUE BENNETT
TAX MAP	2104	PAR	6	TOWN OF LOST CREEK
TAX MAP	2104	PAR	6.1	HARRISON COUNTY COMMISION
TAX MAP	2104	PAR	7	HARRISON COUNTY BAK
TAX MAP	2104	PAR	18	DENNIS CHAMBERLAIN
TAX MAP	2104	PAR	19	
TAX MAP	2104	PAR	20	SUSAN RANDALL
TAX MAP	2104	PAR	21	ASSOCIATED PHARMACISTS PROPERTIES LLC
TAX MAP	2104	PAR	22	
TAX MAP	2104	PAR	23	
TAX MAP	2104	PAR	24	TOWN OF LOST CREEK
TAX MAP	2104	PAR	25	METHODIST CHURCH
TAX MAP	2104	PAR	30	STEPHEN & HALI YODERS
TAX MAP	2104	PAR	30.1	DENNIS CHAMBERLAIN
TAX MAP	2104	PAR	30.1	DENNIS CHAMBERLAIN
TAX MAP	2104	PAR	32	TOWN OF LOST CREEK
TAX MAP	2104	PAR	33	
TAX MAP	2104	PAR	34	
TAX MAP	2104	PAR	35	
TAX MAP	2104	PAR	36	
TAX MAP	2104	PAR	37	LOST CREEK FIRE DEPARTMENT
TAX MAP	2104	PAR	38	ISAAC III & BETTY MAXWELL
TAX MAP	2104	PAR	39	LOST CREEK UNITED METHODIST CHURCH
TAX MAP	2104	PAR	39.1	
TAX MAP	2104	PAR	43	LOST CREEK FARMER SERVICE INC
TAX MAP	2104	PAR	44	MARTHA DYE
TAX MAP	2104	PAR	45	TOWN OF LOST CREEK
TAX MAP	2104	PAR	55	DAVID NESTOR

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Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

GENERAL NOTES

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. GEN NOTES
Revision Sheet
1 of 17

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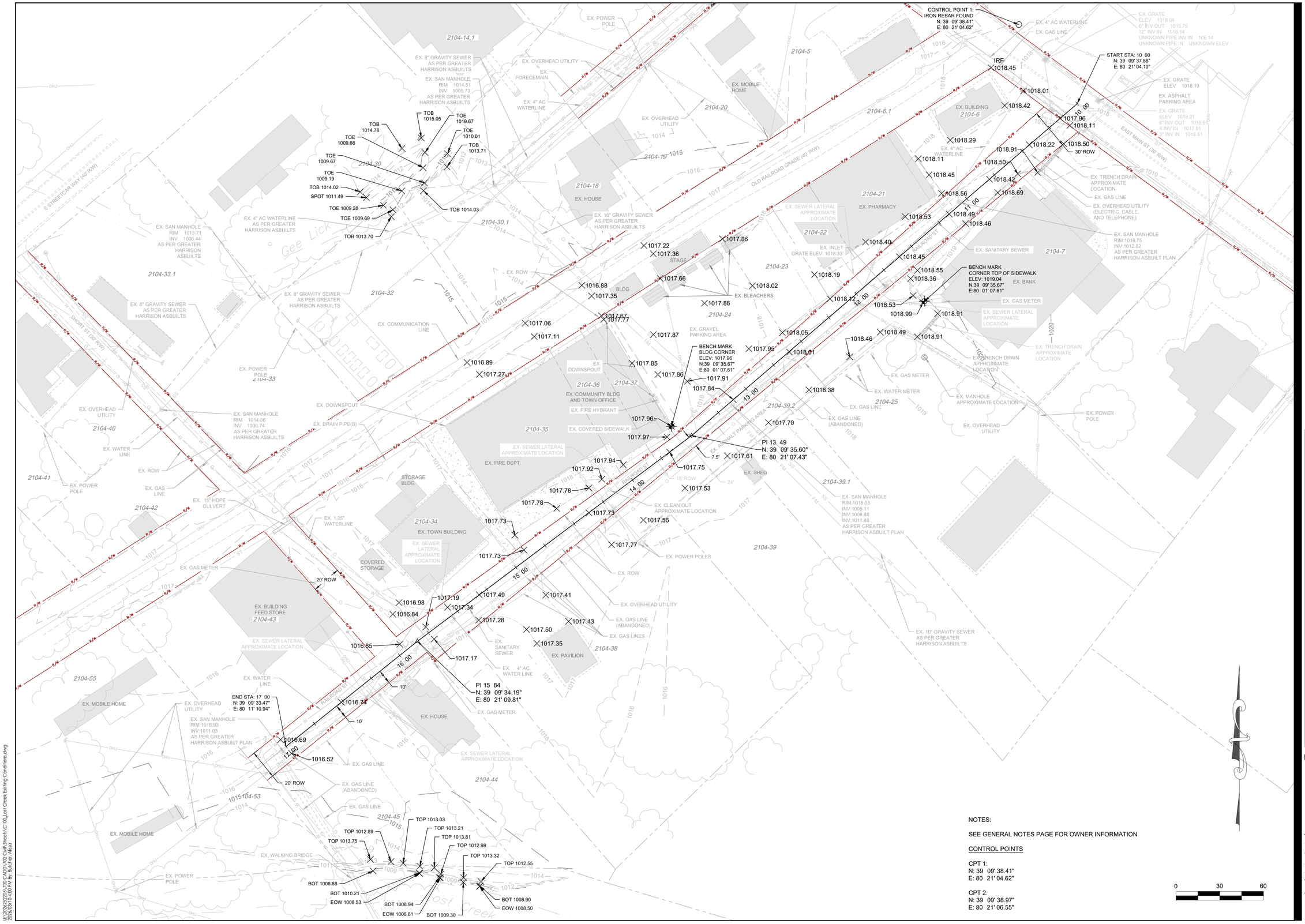
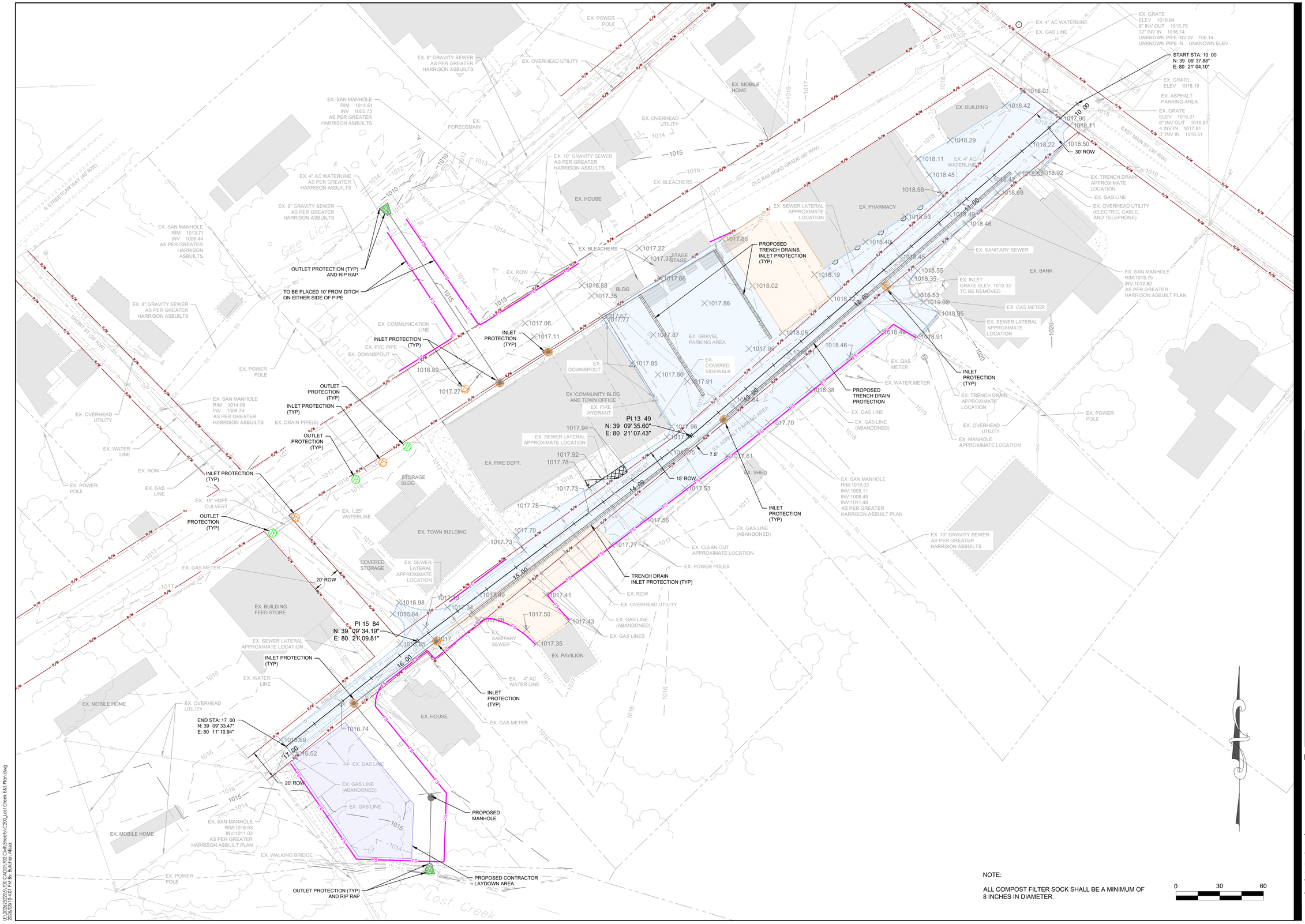

CONTROL POINT 1:
IRON REBAR FOUND
N: 39 09' 38.41"
E: 80 21' 04.62"
IRF
1018.45
START STA: 10 00
N: 39 09' 37.88"
E: 80 21' 04.10"
1018.01
1018.42
1018.29
1018.11
1018.91
1018.22
1018.50
30' ROW
1018.50
1018.42
1018.45
1018.56
1018.69
1018.53
1018.49
1018.46
1018.40
1018.45
1018.55
1018.36
1018.53
1018.99
1018.91
1018.49
1018.91
1018.46
1018.38
1018.19
1018.12
1017.22
1017.36
STAGE
1017.66
1017.86
1017.96
1018.02
1016.88
1017.35
1017.06
1017.11
1017.87
1017.67
1017.77
1016.89
1017.27
1017.85
1017.86
1017.91
1017.84
1017.95
1018.05
1018.01
BENCH MARK
BLDG CORNER
ELEV: 1017.96
N:39 09' 35.67"
E:80 01' 07.61"
BENCH MARK
CORNER TOP OF SIDEWALK
ELEV: 1019.04
N:39 09' 35.67"
E:80 01' 07.61"
1017.96
1017.97
1017.70
PI 13 49
N: 39 09' 35.60"
E: 80 21' 07.43"
7.5'
1017.61
1017.94
1017.92
1017.75
1017.78
1017.53
1017.78
1017.73
1017.56
1017.73
1017.77
1017.73
1016.98
1017.19
1017.34
1017.49
1017.41
1016.84
1017.28
1017.43
1017.50
1016.85
1017.35
1017.17
PI 15 84
N: 39 09' 34.19"
E: 80 21' 09.81"
END STA: 17 00
N: 39 09' 33.47"
E: 80 11' 10.94"
1016.74
1016.69
1016.52
TOP 1013.03
TOP 1013.21
TOP 1013.81
TOP 1012.98
TOP 1013.32
TOP 1012.55
TOP 1012.89
TOP 1013.75
BOT 1008.88
BOT 1010.21
EOW 1008.53
BOT 1008.94
EOW 1008.81
BOT 1009.30
BOT 1008.90
EOW 1008.50
TOB 1015.05
TOE 1019.67
TOE 1010.01
TOB 1013.71
TOB 1014.78
TOE 1009.66
TOE 1009.67
TOE 1009.19
TOB 1014.02
SPOT 1011.49
TOE 1009.28
TOE 1009.69
TOB 1013.70
TOB 1014.03
EX. POWER POLE
EX. OVERHEAD UTILITY
EX. FORECEMAIN
EX. 4" AC WATERLINE
EX. SAN MANHOLE
RIM 1014.51
INV 1005.73
AS PER GREATER
HARRISON ASBUILTS
EX. MOBILE HOME
EX. BUILDING
EX. GRATE
ELEV 1018.04
6" INV OUT 1015.75
12" INV IN 1016.14
UNKNOWN PIPE INV IN 1016.14
UNKNOWN PIPE IN UNKNOWN ELEV
EX. GRATE
ELEV 1018.19
EX. ASPHALT
PARKING AREA
EX. GRATE
ELEV 1018.21
6" INV OUT 1016.91
8" INV IN 1017.81
12" INV IN 1016.51
EAST MAIN ST (30' R/W)
EX. TRENCH DRAIN
APPROXIMATE
LOCATION
EX. GAS LINE
EX. OVERHEAD UTILITY
(ELECTRIC, CABLE,
AND TELEPHONE)
EX. SAN MANHOLE
RIM:1018.75
INV:1012.82
AS PER GREATER
HARRISON ASBUILT PLAN
EX. SANITARY SEWER
EX. GAS METER
EX. SEWER LATERAL
APPROXIMATE
LOCATION
EX. BANK
EX. TRENCH DRAIN
APPROXIMATE
LOCATION
EX. GAS METER
EX. WATER METER
EX. GAS LINE
EX. MANHOLE
APPROXIMATE LOCATION
EX. POWER
POLE
EX. OVERHEAD
UTILITY
EX. GAS LINE
(ABANDONED)
EX. SAN MANHOLE
RIM:1018.03
INV:1005.11
INV:1008.48
INV:1011.48
AS PER GREATER
HARRISON ASBUILT PLAN
EX. 10" GRAVITY SEWER
AS PER GREATER
HARRISON ASBUILTS
EX. POWER POLES
EX. ROW
EX. OVERHEAD UTILITY
EX. GAS LINE
(ABANDONED)
EX. GAS LINES
EX. PAVILION
EX. 4" AC
WATER LINE
EX. GAS METER
EX. SEWER LATERAL
APPROXIMATE LOCATION
EX. HOUSE
EX. MOBILE HOME
EX. WATER
LINE
EX. OVERHEAD
UTILITY
EX. SAN MANHOLE
RIM:1016.93
INV:1011.03
AS PER GREATER
HARRISON ASBUILT PLAN
EX. GAS LINE
EX. GAS LINE
(ABANDONED)
EX. GAS LINE
EX. MOBILE HOME
EX. WALKING BRIDGE
EX. POWER
POLE
EX. 8" GRAVITY SEWER
AS PER GREATER
HARRISON ASBUILTS
EX. SAN MANHOLE
RIM 1013.71
INV 1006.44
AS PER GREATER
HARRISON
ASBUILTS
EX. 4" AC WATERLINE
AS PER GREATER
HARRISON ASBUILTS
EX. 10" GRAVITY SEWER
AS PER GREATER
HARRISON ASBUILTS
EX. 8" GRAVITY SEWER
AS PER GREATER
HARRISON ASBUILTS
EX. COMMUNICATION
LINE
EX. POWER
POLE
EX. SAN MANHOLE
RIM 1014.06
INV 1006.74
AS PER GREATER
HARRISON ASBUILTS
EX. DOWNSPOUT
EX. DRAIN PIPE(S)
EX. WATER
LINE
EX. ROW
EX. GAS
LINE
EX. 15" HDPE
CULVERT
EX. 1.25"
WATERLINE
EX. GAS METER
EX. BUILDING
FEED STORE
EX. SEWER LATERAL
APPROXIMATE LOCATION
EX. WATER
LINE
EX. OVERHEAD
UTILITY
EX. SAN MANHOLE
RIM:1016.93
INV:1011.03
AS PER GREATER
HARRISON ASBUILT PLAN
EX. GAS LINE
EX. GAS LINE
(ABANDONED)
EX. GAS LINE
EX. MOBILE HOME
EX. WALKING BRIDGE
EX. POWER
POLE
EX. DOWNSPOUT
EX. FIRE HYDRANT
EX. COVERED SIDEWALK
EX. SEWER LATERAL
APPROXIMATE LOCATION
EX. FIRE DEPT.
EX. COMMUNITY BLDG
AND TOWN OFFICE
EX. GRAVEL
PARKING AREA
EX. DOWNSPOUT
EX. BLEACHERS
EX. INLET
GRATE ELEV: 1018.33
EX. SEWER LATERAL
APPROXIMATE LOCATION
EX. PHARMACY
EX. HOUSE
EX. 10" GRAVITY SEWER
AS PER GREATER
HARRISON ASBUILTS
EX. MOBILE HOME
EX. OVERHEAD UTILITY
EX. POWER POLE
EX. ROW
EX. 8" GRAVITY SEWER
AS PER GREATER
HARRISON ASBUILTS
EX. OVERHEAD UTILITY
EX. FORECEMAIN
EX. 4" AC WATERLINE
EX. SAN MANHOLE
RIM 1014.51
INV 1005.73
AS PER GREATER
HARRISON ASBUILTS
EX. MOBILE
HOME
EX. OVERHEAD UTILITY
EX. HOUSE
EX. 10" GRAVITY SEWER
AS PER GREATER
HARRISON ASBUILTS
EX. SEWER LATERAL
APPROXIMATE LOCATION
EX. INLET
GRATE ELEV: 1018.33
EX. SEWER LATERAL
APPROXIMATE LOCATION
EX. PHARMACY
EX. BUILDING
EX. SANITARY SEWER
EX. BANK
EX. GAS METER
EX. SEWER LATERAL
APPROXIMATE LOCATION
EX. TRENCH DRAIN
APPROXIMATE LOCATION
EX. GAS METER
EX. WATER METER
EX. GAS LINE
EX. MANHOLE
APPROXIMATE LOCATION
EX. POWER
POLE
EX. OVERHEAD
UTILITY
EX. GAS LINE
(ABANDONED)
EX. SAN MANHOLE
RIM:1018.03
INV:1005.11
INV:1008.48
INV:1011.48
AS PER GREATER
HARRISON ASBUILT PLAN
EX. 10" GRAVITY SEWER
AS PER GREATER
HARRISON ASBUILTS
EX. POWER POLES
EX. ROW
EX. OVERHEAD UTILITY
EX. GAS LINE
(ABANDONED)
EX. GAS LINES
EX. PAVILION
EX. 4" AC
WATER LINE
EX. GAS METER
EX. SEWER LATERAL
APPROXIMATE LOCATION
EX. HOUSE
EX. MOBILE HOME



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Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

EROSION AND CON

Permit-Seal

Project Number: 2026252205

File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. E&S PLAN

Revision Sheet

3 of 17

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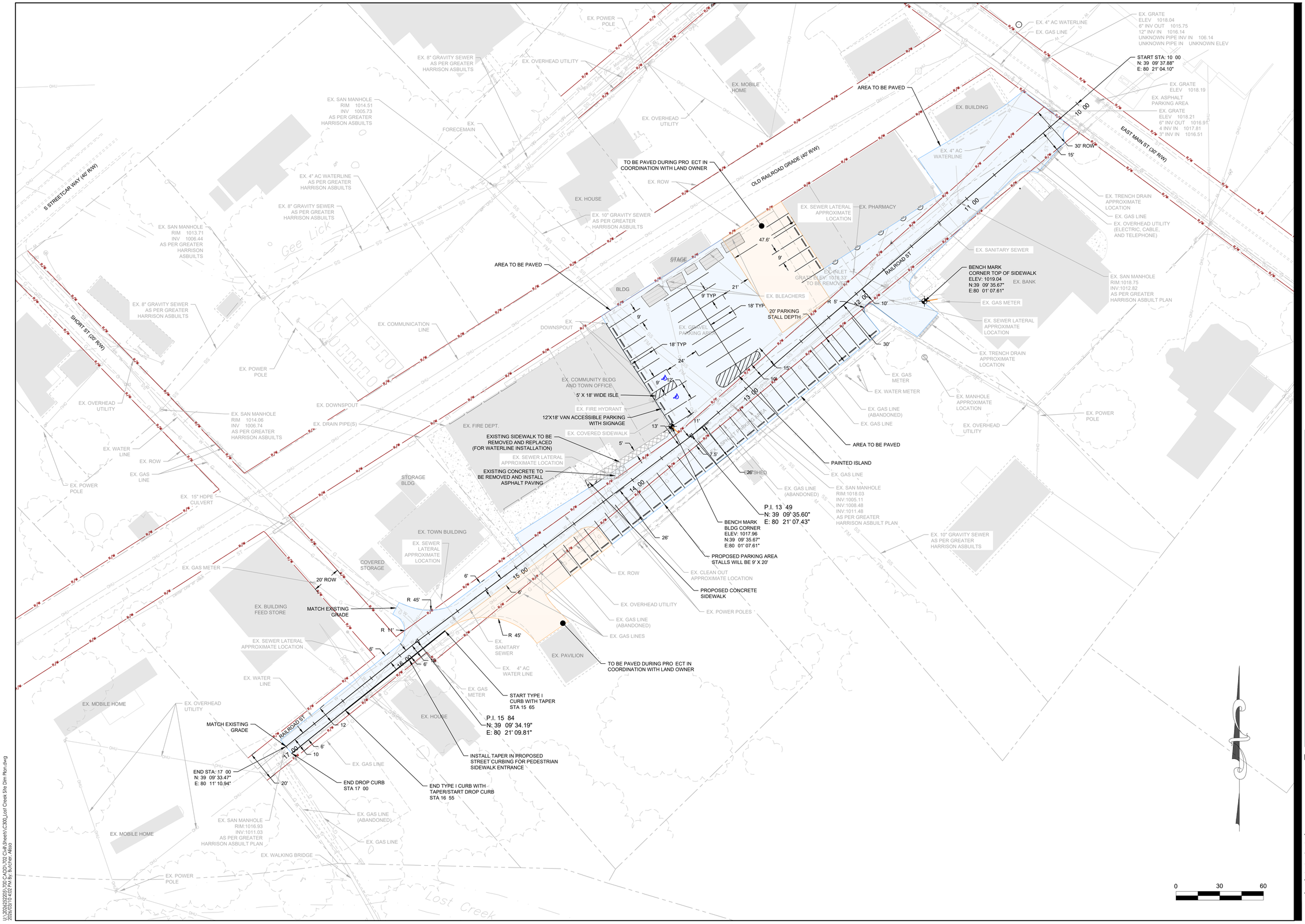

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Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

SITE DIMENSION PLAN

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. SITE DIM

Revision Sheet

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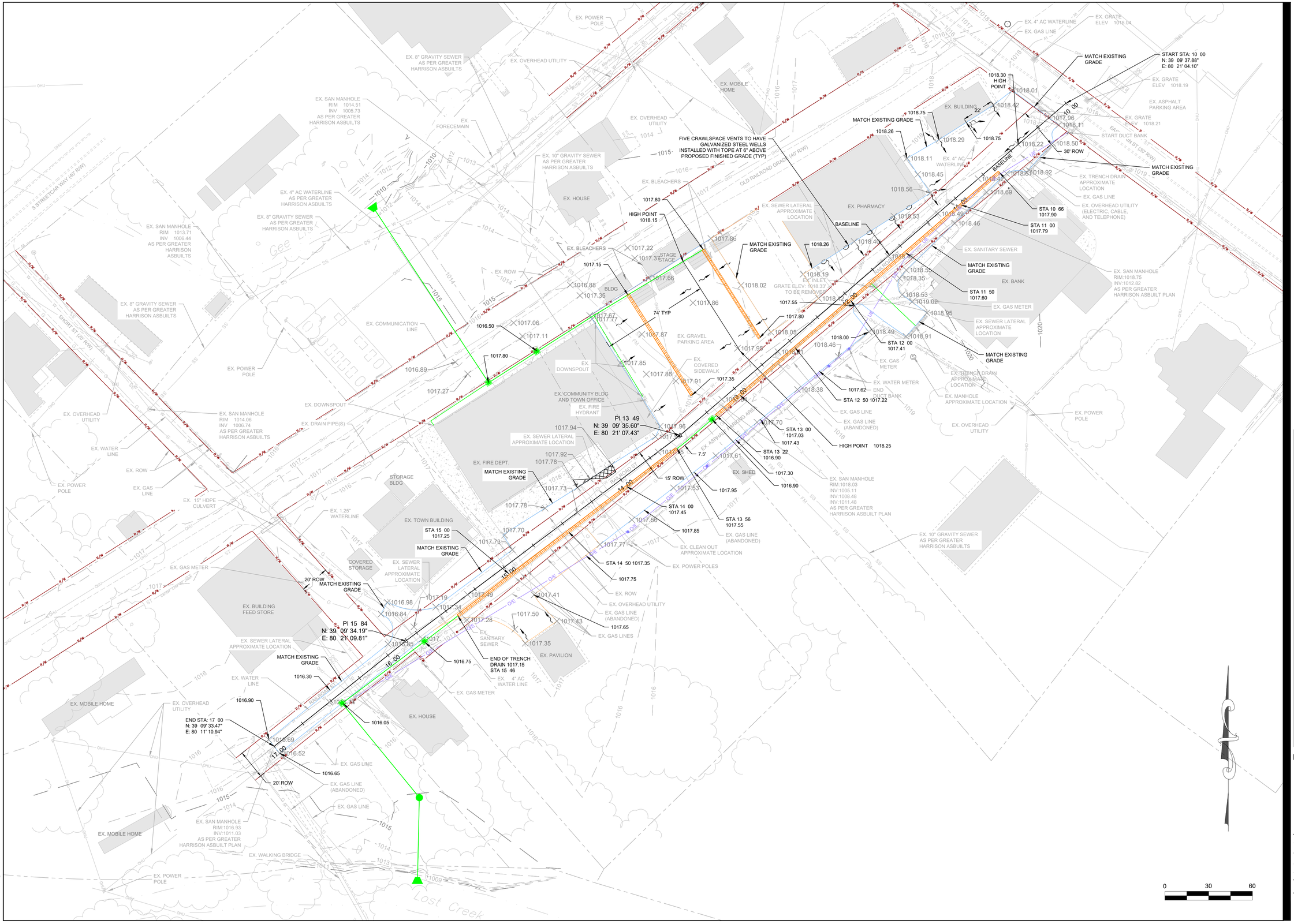

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Revision	By	Appd.	YY.MM.DD

Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

SITE GRADING PLAN

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. SITE GRADE

Revision Sheet

5 of 17

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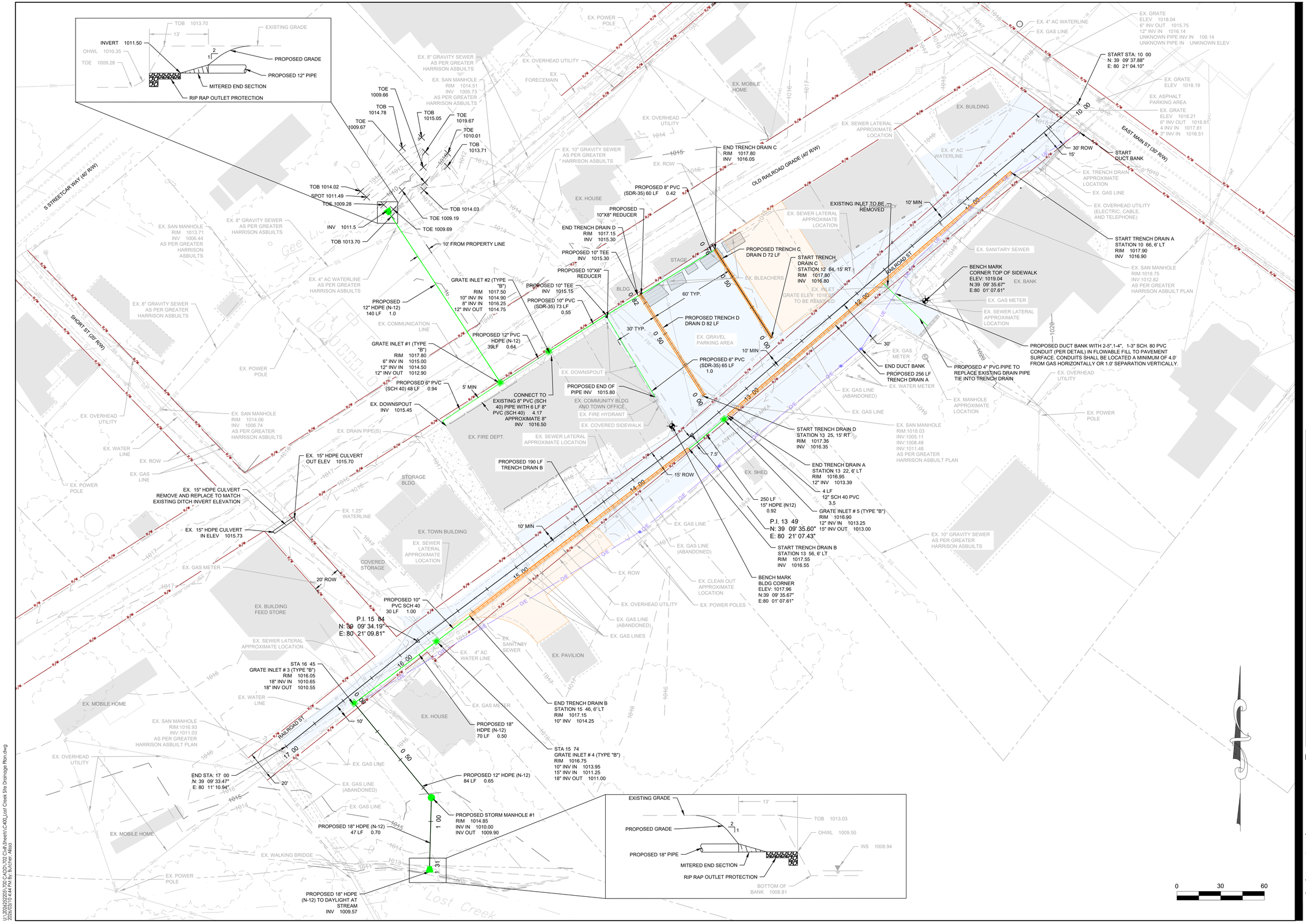

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Revision	By	Appd.	YY.MM.DD

Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

SITE DRAINAGE PLAN

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. SITE DRAIN
Revision Sheet
6 of 17

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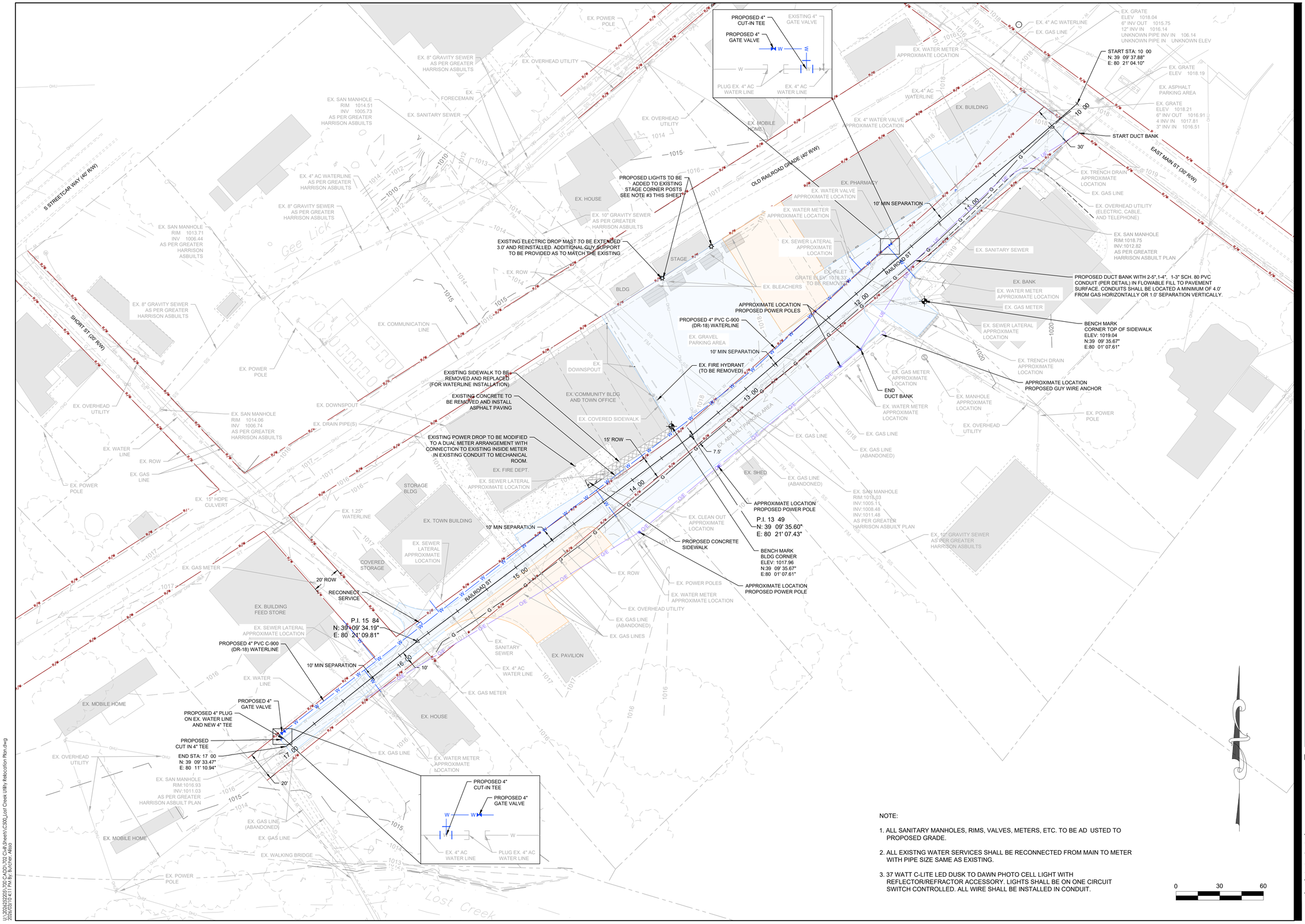

NOTE:

1. ALL SANITARY MANHOLES, RIMS, VALVES, METERS, ETC. TO BE AD USTED TO PROPOSED GRADE.
2. ALL EXISTNG WATER SERVICES SHALL BE RECONNECTED FROM MAIN TO METER WITH PIPE SIZE SAME AS EXISTING.
3. 37 WATT C-LITE LED DUSK TO DAWN PHOTO CELL LIGHT WITH REFLECTOR/REFRACTOR ACCESSORY. LIGHTS SHALL BE ON ONE CIRCUIT SWITCH CONTROLLED. ALL WIRE SHALL BE INSTALLED IN CONDUIT.

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No.	Revision	By	Appd.	YY.MM.DD

Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

SITE UTILITY RELOCATION PLAN

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. SITE UTILITY
Revision Sheet

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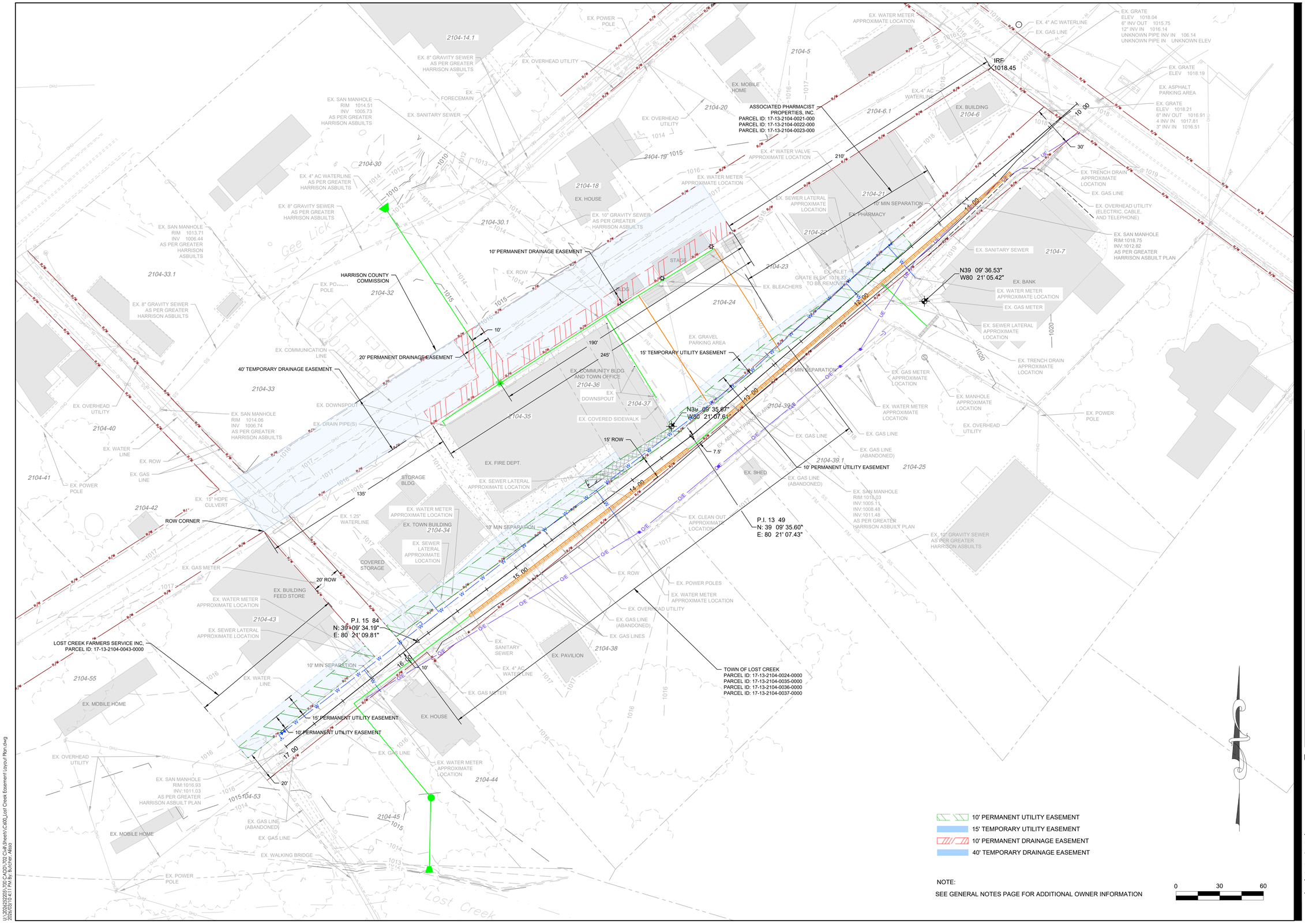

NOTE:
SEE GENERAL NOTES PAGE FOR ADDITIONAL OWNER INFORMATION

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Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

EASEMENT LAYOUT PLAN

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. EASEMENT
Revision Sheet
8 of 17

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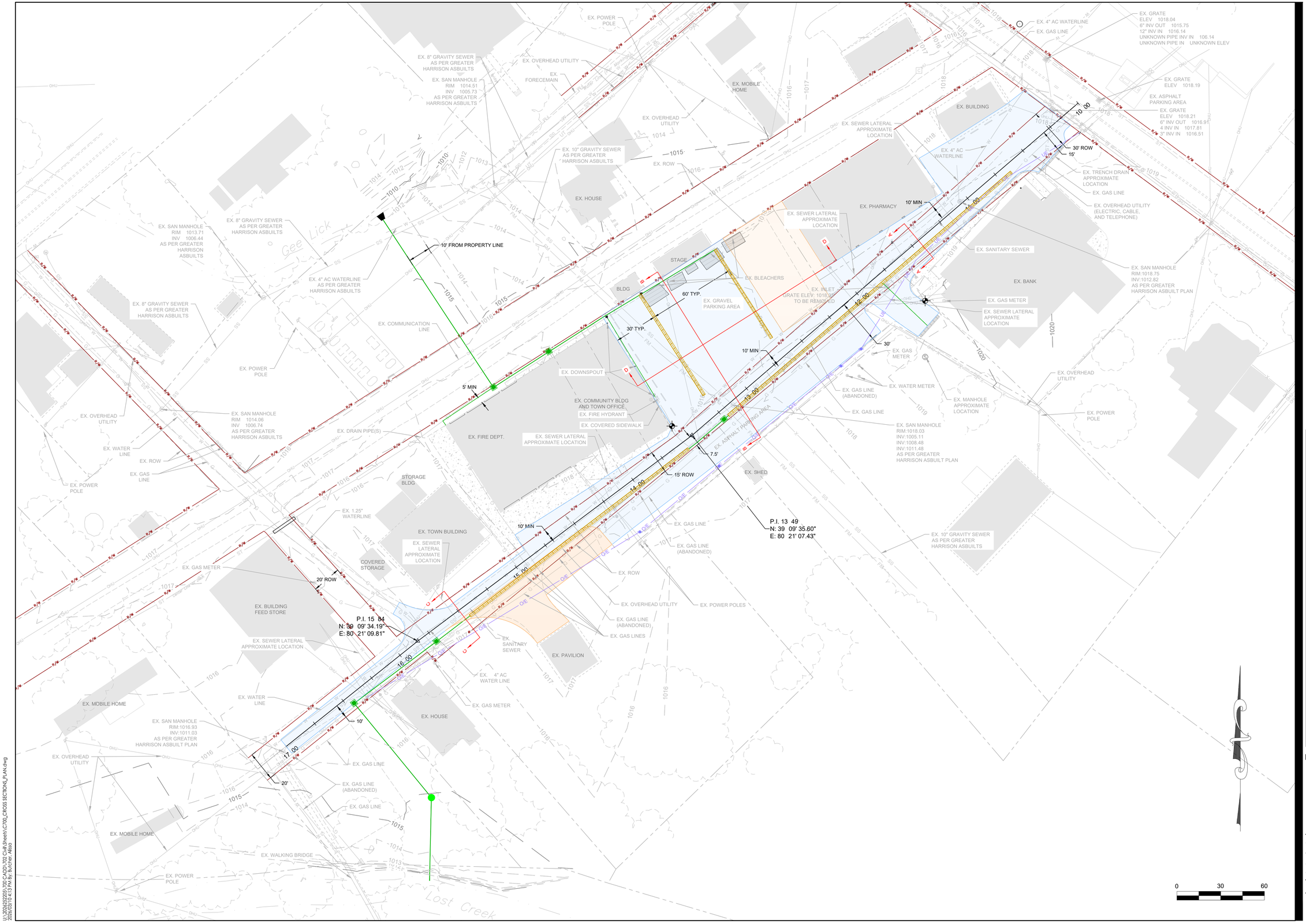

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Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

CROSS SECTION PLAN

Permit-Seal

Project Number:	2026252205
File Name: LOST CREEK DRAINAGE	

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. CROSS SEC

Revision Sheet

9 of 17

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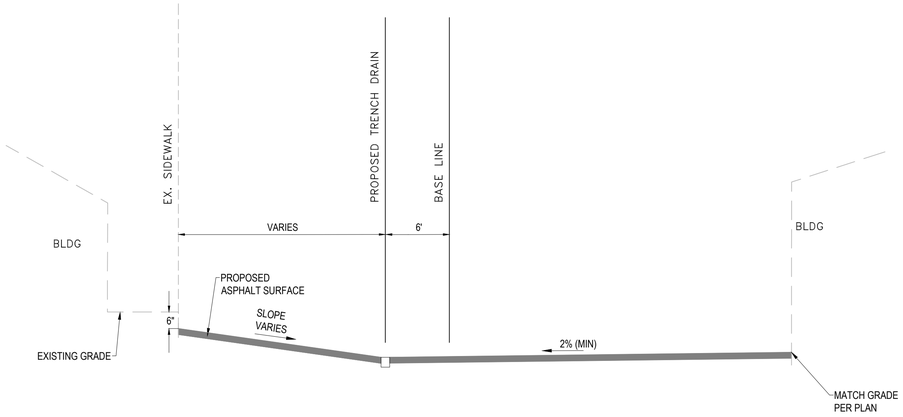

SECTION A-A

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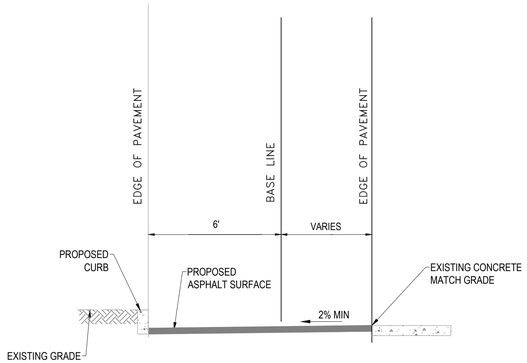

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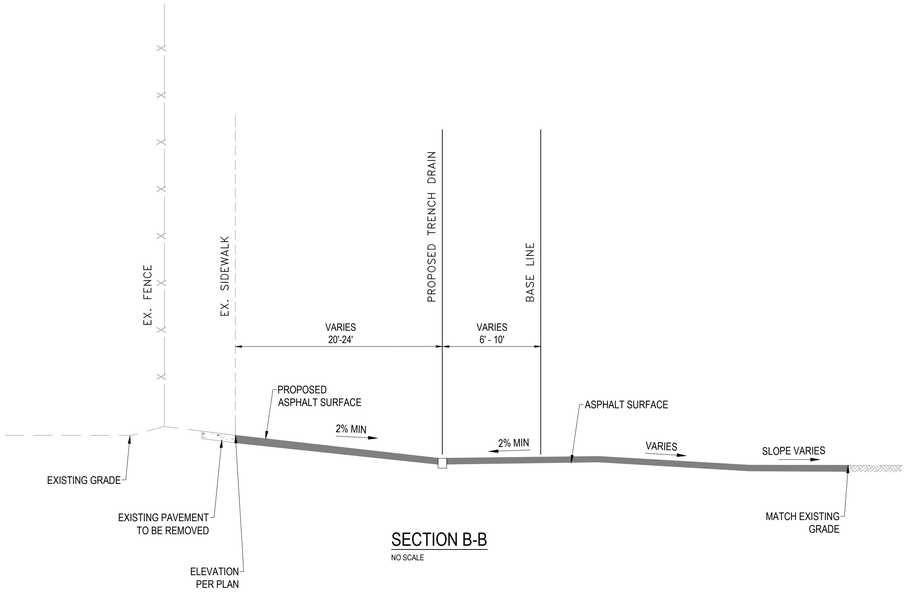

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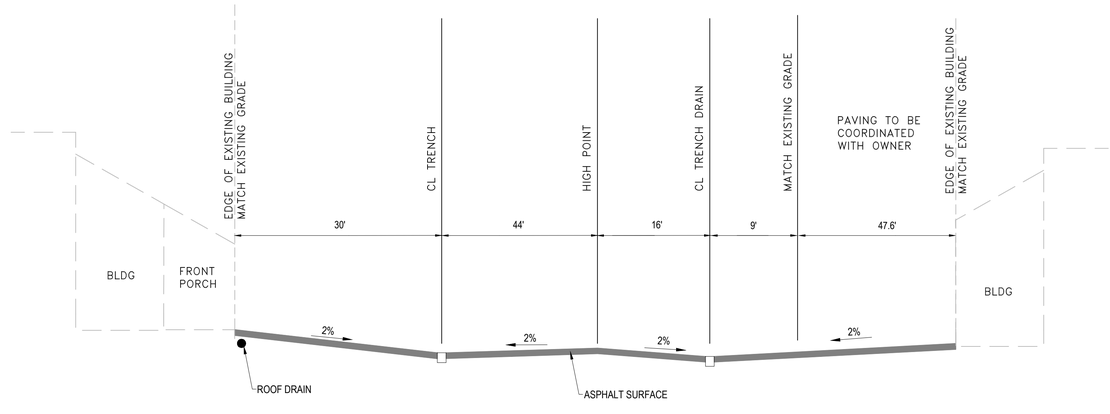

SECTION D-D

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Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV
CROSS SECTIONS

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. X-SEC
Revision Sheet

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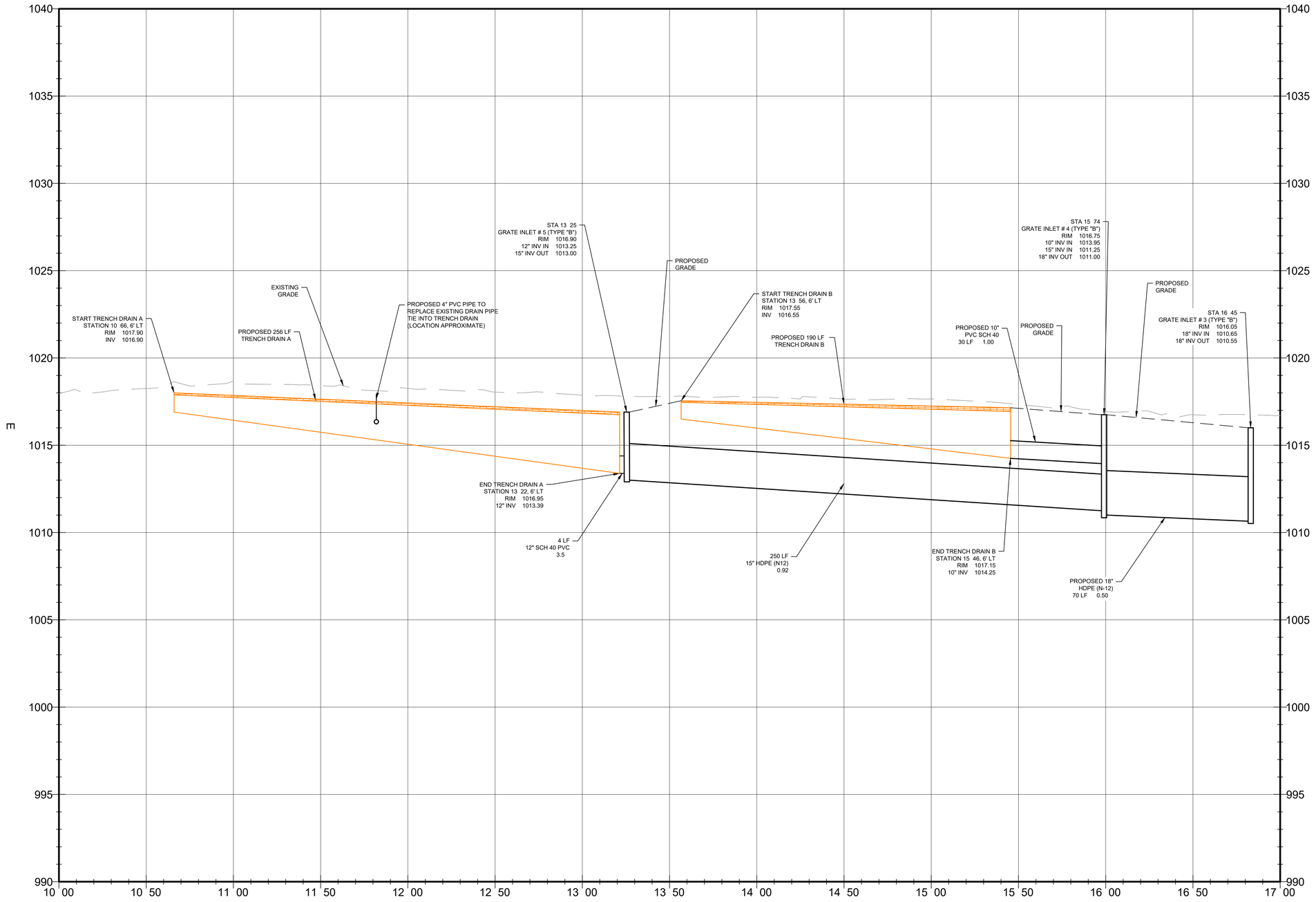
TRENCH DRAIN A AND TRENCH DRAIN B



SEE SHEET 6 FOR MORE INFORMATION

VERT. 0 3

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Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

DRAINAGE PROFILES

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. PLAN SHEETS

Revision Sheet

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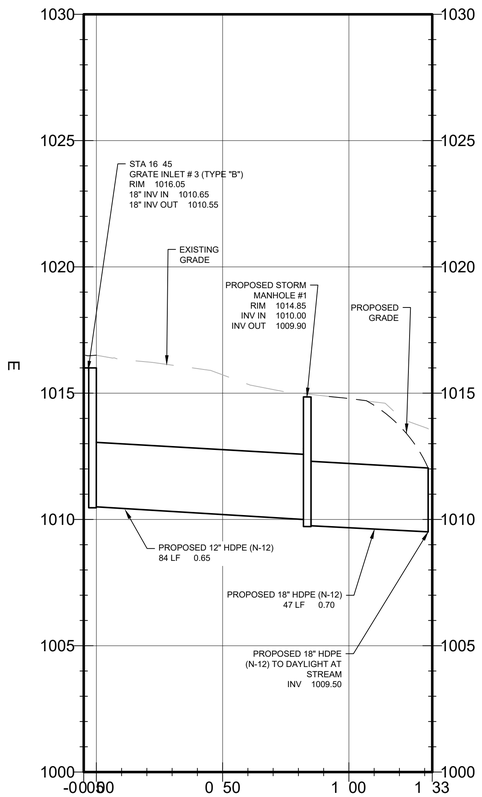
2026/03/10 4:44 PM By: Butcher, Alissa

GRATE INLET #3
TO LOST CREEK



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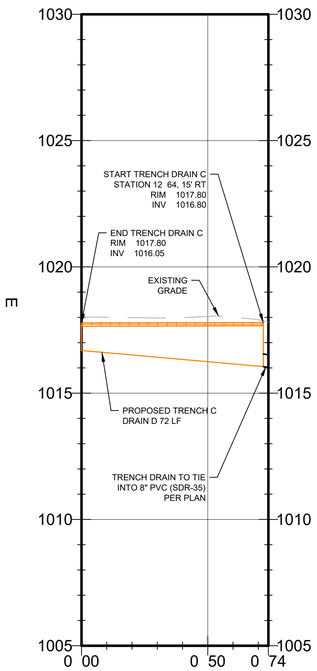

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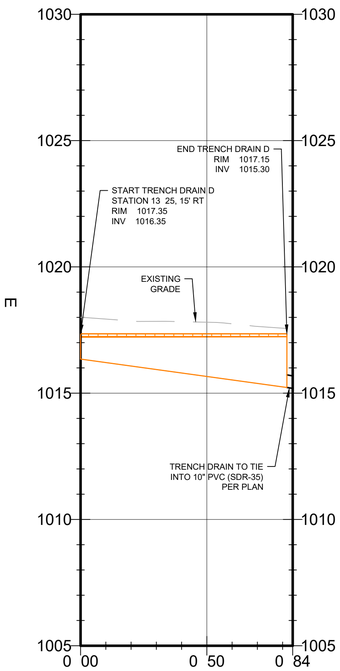

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Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

DRAINAGE PROFILES

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. PLAN SHEETS

Revision Sheet

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2026/03/10 4:43 PM By: Butcher, Alissa

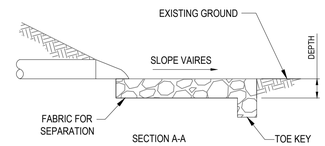
EROSION AND SEDIMENTATION CONTROL NOTES

1. ALL EROSION AND SEDIMENT MEASURES TO BE IN ACCORDANCE WITH THE WEST VIRGINIA BEST MANAGEMENT PRACTICE MANUAL AVAILABLE ON THE DEP WEBSITE: HTTP://APPS.DEP.WV.GOV/DWWM/STORMWATER/BMP/INDEX.HTML
2. DISTURBED AREA TO BE STABILIZED WITH TEMPORARY AND FINAL SEEDING AS DESCRIBED IN SPECIFICATIONS.
3. IN THE EVENT ADDITIONAL POLLUTION CONTROL IS REQUIRED DUE TO THE CONTRACTOR'S NEGLIGENCE, CARELESSNESS OR FAILURE TO INSTALL PERMANENT CONTROLS AS PART OF THE WORK SCHEDULED, AND ORDERED BY THE ENGINEER, SUCH WORK SHALL BE PERFORMED BY THE CONTRACTOR AT HIS OWN EXPENSE. THE CONTRACTOR WILL BE REQUIRED TO INCORPORATE ALL EROSION AND SEDIMENT CONTROL FEATURES INTO THE PROJECT AT THE EARLIEST PRACTICAL TIME AS OUTLINED IN THE CONTRACT PLANS.
4. TRENCH DEWATERING, IF TRENCH DEWATERING IS NECESSARY FOR INSTALLATION OF STORM SEWER PIPES, INLETS, TRENCH DRAINS, OR UNDERGROUND UTILITIES, PUMP DISCHARGE SHALL BE FILTERED TO REDUCE DOWNSTREAM SEDIMENTATION.
5. EXCEPT AS NOTED BELOW, STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS PRACTICABLE IN PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED, BUT IN NO CASE MORE THAN FOUR DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS PERMANENTLY CEASED.
6. WHERE THE INITIATION OF STABILIZATION MEASURES BY THE FOURTH DAY AFTER CONSTRUCTION ACTIVITY TEMPORARILY OR PERMANENTLY CEASES IS PRECLUDED BY SNOW COVER, STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS CONDITIONS ALLOW.
7. WHERE CONSTRUCTION ACTIVITY WILL RESUME ON A PORTION OF THE SITE WITHIN 14 DAYS FROM WHEN ACTIVITIES CEASED, (E.G., THE TOTAL TIME PERIOD THAT CONSTRUCTION ACTIVITY IS TEMPORARILY HALTED IS LESS THAN 14 DAYS) THEN STABILIZATION MEASURES DO NOT HAVE TO BE INITIATED ON THAT PORTION OF THE SITE BY THE FOURTH DAY AFTER CONSTRUCTION ACTIVITIES HAVE TEMPORARILY CEASED.
8. AREAS WHERE THE SEED HAS FAILED TO GERMINATE ADEQUATELY (UNIFORM PERENNIAL VEGETATIVE COVER WITH A DENSITY OF 70%) WITHIN 30 DAYS AFTER SEEDING AND MULCHING MUST BE RESEEDED IMMEDIATELY, OR AS SOON AS WEATHER CONDITIONS ALLOW.
9. INSTALLED STORM SEWER PIPES AND UNDERGROUND UTILITIES SHALL BE BACKFILLED AND BURIED BEFORE THE END OF EACH DAY. THE CONTRACTOR SHALL SAFELY PLACE EXCAVATED SOIL PILES UPGRADIENT OF OPEN UTILITY TRENCHES UNTIL REBURIAL.

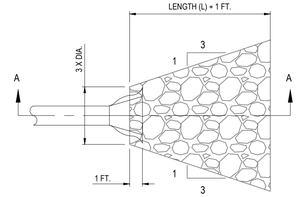
EROSION AND SEDIMENTATION CONTROL SEQUENCE

1. CONTRACTOR SHALL INSTALL ALL REQUIRED FILTER SOCK AS DIRECTED.
2. CONTRACTOR SHALL INSTALL INLET PROTECTION AT EXISTING STORM SEWER INLETS AS DIRECTED.
3. CONTRACTOR TO PERFORM DEMOLITION OF EXISTING SITE STRUCTURES AND FEATURES AS DIRECTED.
4. CONTRACTOR MAY BE REQUIRED TO CONSTRUCT TEMPORARY SUMP PITS AND PUMP TO FILTER BAGS TO CONTROL SEDIMENT DURING CONSTRUCTION OF THE SITE.
5. CONTRACTOR SHALL EXCAVATE, FILL, AND GRADE THE SITE TO ELEVATIONS SHOWN ON THE PLAN AND BY THE DIRECTION OF ENGINEER.
6. CONTRACTOR SHALL PROVIDE TEMPORARY GROUND COVER AS DETAILED IN THE PLANS AND SPECIFICATIONS. FINAL GROUND COVER SHALL BE SEEDED WITHIN (4) DAYS OF REACHING FINAL GRADE.
7. PRIOR TO ANY BLASTING ACTIVITIES, APPROVAL BY THE STATE OF W.V., ENGINEER, AND OWNER IS REQUIRED.
8. ALL EROSION AND SEDIMENT MEASURES SHALL BE IN ACCORDANCE WITH W.V. EROSION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICE MANUAL, LATEST EDITION.
9. CONTRACTOR MAY BE REQUIRED TO COMPLETE AND SUBMIT A GROUNDWATER PROTECTION PLAN FOR CONSTRUCTION STIES. CONTACT THE WVDEP TO RECEIVE AN APPLICATION AND INFORMATION REGARDING SUBMITTAL.

OUTLET PROTECTION					
PIPE SIZE	RIP RAP SIZE (D50)	APRON LENGTH	APRON WIDTH	CHANNEL DEPTH	RIPRAP DEPTH
IN.	IN	FT	FT	FT	FT
6.0	6.0	10.0	4.0	1.5	1.5
8.0	6.0	10.0	4.0	1.5	1.5
12.0	6.0	10.0	4.0	1.5	1.5
15.0	6.0	10.0	4.0	1.5	1.5
18.0	6.0	10.0	4.0	1.5	1.5
21.0	6.0	10.0	4.0	2.0	1.5
24.0	12.0	10.0	4.0	2.0	2.5



CULVERT WITH PROJECTING END OR STANDARD END SECTION



CULVERT OUTLET PROTECTION

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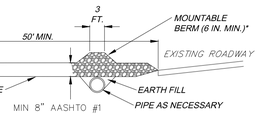

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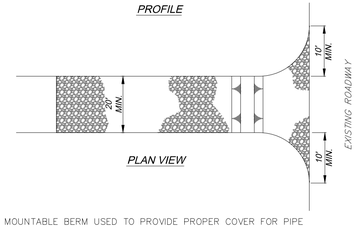


PLAN VIEW

* MOUNTABLE BERM USED TO PROVIDE PROPER COVER FOR PIPE

NOTES:

REMOVE TOPSOIL PRIOR TO INSTALLATION OF ROCK CONSTRUCTION ENTRANCE. EXTEND ROCK OVER FULL WIDTH OF ENTRANCE.

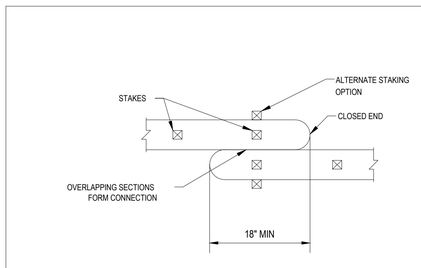
RUNOFF SHALL BE DIVERTED FROM ROADWAY TO A SUITABLE SEDIMENT REMOVAL BMP PRIOR TO ENTERING ROCK CONSTRUCTION ENTRANCE.

MOUNTABLE BERM SHALL BE INSTALLED WHEREVER OPTIONAL CULVERT PIPE IS USED AND PROPER PIPE COVER AS SPECIFIED BY MANUFACTURER IS NOT OTHERWISE PROVIDED. PIPE SHALL BE SIZED APPROPRIATELY FOR SIZE OF DITCH BEING CROSSED.

MAINTENANCE: ROCK CONSTRUCTION ENTRANCE THICKNESS SHALL BE CONSTANTLY MAINTAINED TO THE SPECIFIED DIMENSIONS BY ADDING ROCK. A STOCKPILE SHALL BE MAINTAINED ON SITE FOR THIS PURPOSE. ALL SEDIMENT DEPOSITED ON PAVED ROADWAYS SHALL BE REMOVED AND RETURNED TO THE CONSTRUCTION SITE IMMEDIATELY. IF EXCESSIVE AMOUNTS OF SEDIMENT ARE BEING DEPOSITED ON ROADWAY, EXTEND LENGTH OF ROCK CONSTRUCTION ENTRANCE BY 50 FOOT INCREMENTS UNTIL CONDITION IS ALLEVIATED OR INSTALL WASH RACK. WASHING THE ROADWAY OR SWEEPING THE DEPOSITS INTO ROADWAY DITCHES, SEWERS, CULVERTS, OR OTHER DRAINAGE COURSES IS NOT ACCEPTABLE.

ROCK CONSTRUCTION ENTRANCE

NOT TO SCALE



COMPOST FILTER SOCK CONNECTION

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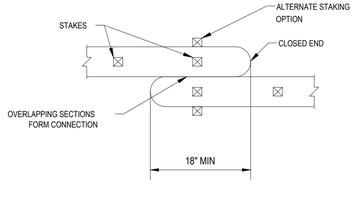

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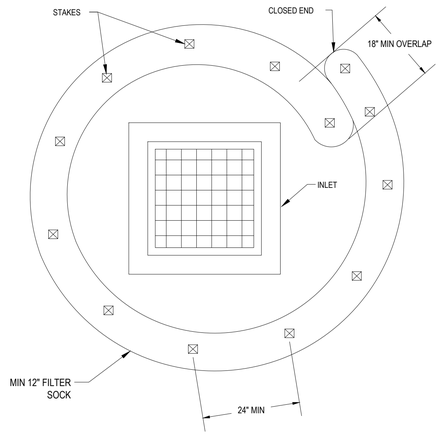
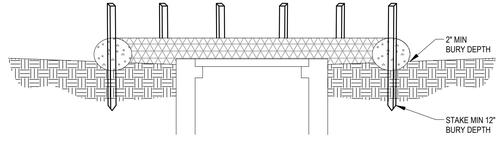


PLAN VIEW



SECTION VIEW

COMPOST FILTER SOCK INLET PROTECTION

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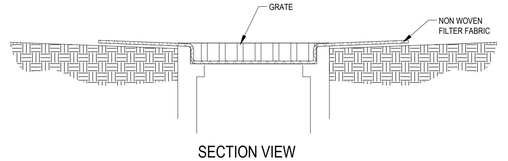

SECTION VIEW

TRENCH DRAIN INLET PROTECTION

NO SCALE

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Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

EROSION AND SEDIMENT CONTROL DETAILS

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. DETAILS

Revision Sheet

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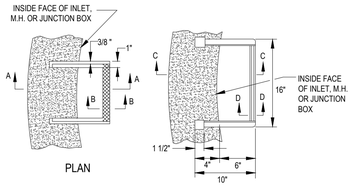
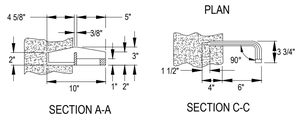
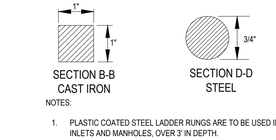


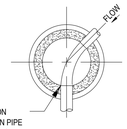




NOTES:

1. PLASTIC COATED STEEL LADDER RUNGS ARE TO BE USED IN INLETS AND MANHOLES, OVER 3' IN DEPTH.
2. ALL STEPS TO BE 12" MAX. C/C.
3. BOTTOM STEP TO BE 5" MINIMUM AND 16 1/2" MAXIMUM ABOVE WORKING LEVEL.
4. STEPS SHALL BE SET SUCH THAT THEY ARE IN VERTICAL ALIGNMENT & ALIGN WITH BENCH.
5. LADDER RUNG MATERIAL SHALL BE IN ACCORDANCE WITH THE SPECIFICATION.

MANHOLE STEPS

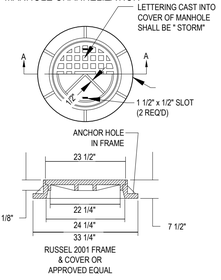


SMOOTH TRANSITION REQUIRED BETWEEN PIPE AND CHANNEL - TYPICAL

CHANNEL LINING NOTES:

1. CHANNEL LINING SHALL BE CONCRETE, MINIMUM 4" THICK.
2. WIDTH OF CHANNEL SHALL MATCH INSIDE DIAMETER OF INCOMING AND OUTGOING PIPES. BLEND CHANNEL LINING FOR SMOOTH CONTOUR BETWEEN PIPES.
3. ALL INVERT ELEVATIONS SHALL BE AS SHOWN ON THE CONTRACT DRAWINGS.
4. SEE SPECIFICATION FOR "PRECAST MANHOLE" CONCRETE TYPE.

MANHOLE CHANNELIZATION



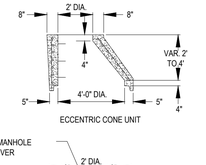
SECTION A-A

NOTES:

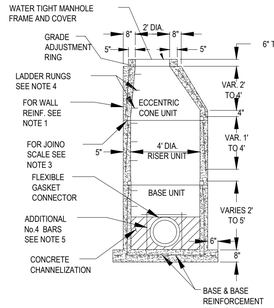
1. SEE SPECIFICATION SECTION.
2. MANHOLES IN PAVED AREAS SHALL BE SET FLUSH WITH FINISH GRADE.
3. MANHOLES SHALL BE BOLTED AND SEALED TO CONE SECTION.

STORM MANHOLE FRAME & COVER

STORM MANHOLE DETAILS
NO SCALE



ECCENTRIC CONE UNIT



NOTES:

1. WALL REINFORCEMENT FOR BASE UNITS, RISER UNITS AND ECCENTRIC CONE REDUCERS SHALL BE DEFORMED BARS OR WELDED WIRE FABRIC WITH A MINIMUM AREA OF .15 SQ. FT. FOR 48" DIAMETER MANHOLES.
2. BASE REINFORCEMENT TO BE DEFORMED BARS OR WELDED WIRE FABRIC WITH A MINIMUM AREA OF .14 SQ. FT. THE BASE MAY BE CAST MONOLITHIC WITH THE BASE UNIT OR JOINTED PER MANUFACTURER'S DESIGN.
3. THE MANUFACTURER SHALL FORM MALE & FEMALE ENDS OF JOINO SCALE USING THEIR OWN DESIGN. THE JOINO SCALE SHALL BE SEALED BY THE CONTRACTOR USING MORTAR.
4. LADDER RUNGS SHALL BE INSTALLED IN VERTICAL ALIGNMENT AT 12" MAX C/C. RUNG TYPES SHALL BE IN ACCORDANCE WITH "MANHOLE & INLET STEPS DETAIL" ON THIS SHEET.
5. ADDITIONAL NO. 4 BARS ARE TO BE USED AROUND ALL OPENINGS IN THE STRUCTURE.
6. CONCRETE CHANNEL SHALL BE PROVIDED IN THE FIELD, IN ACCORDANCE WITH THE DETAIL ON THIS SHEET.

STANDARD MANHOLE

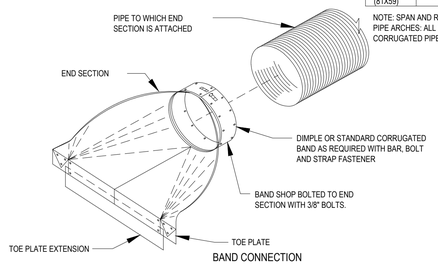
DIMENSIONS OF GALVANIZED STEEL END SECTION FOR ROUND PIPE								
PIPE DIAM. (INCHES)	METAL THK. (INCHES)	DIMENSIONS (INCHES) A ±1"	B MAX.	H ±1"	L ±1 1/2"	W ±2"	APPROX. SLOPE	BODY
12	.064	6	6	6	21	24	2 1/2	1 PC.
15	.064	7	8	6	26	30	2 1/2	1 PC.
18	.064	8	10	6	31	36	2 1/2	1 PC.
21	.064	9	12	6	36	42	2 1/2	1 PC.
24	.064	10	13	6	41	48	2 1/2	1 PC.
30	.079	12	16	8	51	60	2 1/2	1 PC.
36	.079	14	19	9	60	72	2 1/2	2 PC.
42	.109	16	22	11	69	84	2 1/2	2 PC.
48	.109	18	27	12	78	90	2 1/4	2 PC.
54	.109	18	30	12	84	102	2	2 PC.
60	.109	18	33	12	87	114	1 3/4	3 PC.
66	.109	18	36	12	87	120	1 1/2	3 PC.
72	.109	18	39	12	87	126	1 1/3	3 PC.
78	.109	18	42	12	87	132	1 1/4	3 PC.
84	.109	18	45	12	87	138	1 1/6	3 PC.

DIMENSIONS OF GALVANIZED STEEL END SECTION FOR PIPE ARCH									
PIPE ARCH SPAN X RISE (INCHES)	EQUIV. DIAM. (INCHES)	METAL THK. (INCHES)	DIMENSIONS (INCHES) A ±1"	B MAX.	H ±1"	L ±1 1/2"	W ±2"	APPROX. SLOPE	BODY
17X13	15	.064	7	9	6	19	30	2 1/2	1 PC.
21X15	18	.064	7	10	6	23	36	2 1/2	1 PC.
24X18	21	.064	8	12	6	28	42	2 1/2	1 PC.
28X20	24	.064	9	14	6	32	48	2 1/2	1 PC.
35X24	30	.079	10	16	6	39	60	2 1/2	1 PC.
42X29 (40X31)	36	.079	12	18	8	46	75	2 1/2	1 PC.
49X33 (46X36)	42	.109	13	21	9	53	85	2 1/2	2 PC.
57X38 (53X41)	48	.109	18	26	12	63	90	2 1/2	2 PC.
64X43 (60X46)	54	.109	18	30	12	70	102	2 1/4	2 PC.
71X47 (66X51)	60	.109	18	33	12	77	114	2 1/4	3 PC.
77X52 (73X55)	66	.109	18	36	12	77	126	2	3 PC.
83X57 (81X59)	72	.109	18	39	12	77	138	2	3 PC.

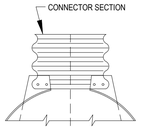
NOTE: SPAN AND RISE DIMENSIONS IN PARENTHESES ARE FOR 3" X 1" CORRUGATED PIPE ARCHES. ALL OTHER SPAN AND RISE VALUES ARE FOR 2 1/2" X 1/2" CORRUGATED PIPE ARCHES.

NOTES:

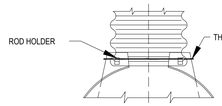
1. TYPICAL END SECTIONS FOR PIPES AND PIPE ARCHES ARE DETAILED HEREIN.OTHER SIMILAR DESIGNS MAY BE USED IF ACCEPTABLE TO THE ENGINEER.
2. GALVANIZED STEEL END SECTIONS SHALL BE USED ON THE ENDS OF CORRUGATED STEEL PIPES AND/OR PIPE ARCHES AT THOSE LOCATIONS SPECIFIED ON THE PLANS. END SECTIONS SHALL BE MEASURED AS THE NUMBER OF UNITS INSTALLED OF EACH SIZE AND TYPE AND SHALL BE PAID FOR IN ACCORDANCE WITH 604 OF THE SPECIFICATIONS.
3. TWO-PIECE AND THREE-PIECE END SECTIONS SHALL BE OF LAP SEAM CONSTRUCTION, TIGHTLY JOINED WITH 3/8" DIAMETER GALVANIZED RIVETS OR BOLTS.
4. FOR 60" THRU 84" PIPES, THE REINFORCED EDGES OF THE END SECTIONS SHALL BE SUPPLEMENTED WITH GALVANIZED STIFFENER ANGLES FASTENED BY 3/8" DIAMETER GALVANIZED BOLTS AND NUTS. THIS REQUIREMENT SHALL ALSO BE APPLICABLE TO THE END SECTIONS FOR 77"X52", 73"X55", 83"X57", AND 81"X59" PIPE ARCH SIZES. IN ADDITION, FOR THOSE PIPE ARCH SIZES, ANGLE REINFORCEMENT SHALL BE USED UNDER THE CENTER PANEL SEAMS.
5. THE END SECTION CONNECTIONS UTILIZED, REGARDLESS OF WHETHER THEY ARE ONE OF THE TYPICAL CONNECTIONS DETAILED HEREIN OR ARE THOSE OF SIMILAR DESIGNS, SHALL BE A TYPE APPROPRIATE FOR PROVIDING A SECURE ATTACHMENT OF THE END SECTION TO THE END OF THE PIPE OR PIPE ARCH.
6. ALTHOUGH A PIPE OR PIPE ARCH MAY HAVE A BITUMINOUS COATING AND/OR PAVED INVERT, IT WILL NOT BE NECESSARY TO BITUMINOUS COAT OR PAVE THE END SECTION, CONNECTORS, OR CONNECTOR SECTION.
7. TOE PLATE EXTENSIONS SHALL BE THE SAME THICKNESS AS THE END SECTIONS AND SHALL BE FASTENED TO TOE PLATES WITH 3/8" DIAMETER GALVANIZED BOLTS. LENGTH OF TOE PLATE EXTENSION SHALL BE W+10" (approx.) FOR 12" THRU 30" DIAMETER PIPES AND FOR PIPE ARCHES WITH RISE VALUES UP TO AND INCLUDING 29". THE LENGTH SHALL BE W+22" (approx.) FOR LARGER PIPE SIZES AND W+18" (approx.) FOR LARGER PIPE ARCHES.



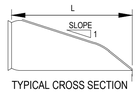
BAND CONNECTION



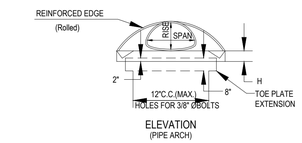
BOLTED OR RIVETED CONNECTION
(WITH OR WITHOUT CONNECTOR SECTION)



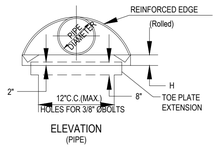
THREADED ROD CONNECTION



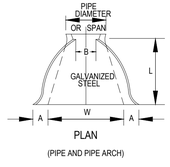
TYPICAL CROSS SECTION
(PIPE AND PIPE ARCH)



ELEVATION
(PIPE ARCH)

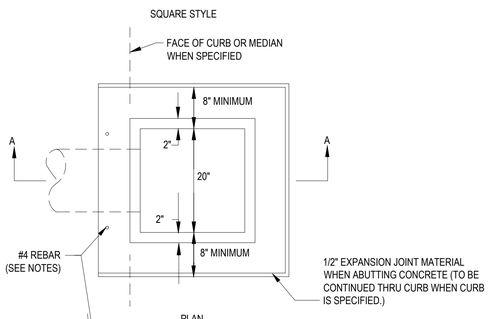


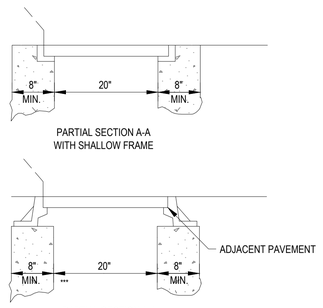
ELEVATION
(PIPE)



PLAN
(PIPE AND PIPE ARCH)

END SECTIONS
NO SCALE





NOTES

UNLESS OTHERWISE SPECIFIED ON THE PLANS, TYPE B INLETS MAY BE CONSTRUCTED IN ANY OF THE SHAPES SHOWN WHEN THE OUTLET PIPE DIAMETERS IS 21" OR LESS AND THE ADJACENT PAVEMENT IS CONCRETE.

IF THE OUTLET PIPE DIAMETER IS 24" OR THE ADJACENT PAVEMENT IS HOT MIX ASPHALT, ONLY THE SQUARE STYLE WITH THE DEEP FRAME WILL BE USED. THE INSIDE OPENING OF THE INLET WILL BE ADJUSTED TO ACCOMODATE THE 24" PIPE.

CONSTRUCTION MAY BE CAST-IN-PLACE, PRECAST IN ONE OR MULTIPLE SECTIONS, OR ANY COMBINATION OF CAST-IN-PLACE AND PRECAST.

OPTIONAL CONSTRUCTION JOINO SCALE LABELED "CJ" MAY BE ROUGHENED CONCRETE, KEYED OR DOWELED AS PER THE TYPICAL DETAILS SHOWN HEREIN, OR AS APPROVED BY THE ENGINEER. NON SHRINK GROUT MEETING THE REQUIREMENO SCALE OF SUBSECTION 715.5 OF THE SPECIFICATIONS MAY BE USED TO A DEPTH OF 1/2 " FOR LEVELING BETWEEN PRECAST SECTIONS. THICKER DEPTHS WILL BE ALLOWED AS PER THE MANUFACTURER'S RECOMMENDATIONS.

THE FINAL INSTALLED TOP SURFACE OF INLET AND GRATE SHALL BE FLUSH WITH ADJACENT FINISHED SURFACES SUCH AS PAVEMENT, GUTTERS, CURBS, AND SIDEWALKS. TOP OF GRATE ELEVATION, IF SHOWN ON THE PLANS, IS FOR INFORMATION ONLY.

REBAR ARE TO BE INSTALLED AT THE QUARTER POINO SCALE TO CONNECT CURB TO INLET. REBAR ARE NOT REQUIRED IF CURB IS POURED MONOLITHICALLY WITH THE INLET OR IF TYPE V OR VI MEDIAN IS SPECIFIED ON THE PLANS.

FOR DETAILS OF GRATES AND FRAMES, SEE INLET CASTING STANDARD SHEET DR6-X.

THE CONTRACTOR MAY, AT HIS OPTION, OMIT USE OF THE SHALLOW FRAME BY FORMING A LEDGE IN THE CONCRETE.

SPECIAL CARE SHALL BE EXERCISED IN FORMING THE 2" WIDE CONCRETE LEDGE TO PROVIDE A SMOOTH, EVEN SURFACE FOR SUPPORTING THE GRATE IF A FRAME IS NOT USED. NO PROJECTIONS SHALL EXIST ON THE GRATE AND THE GRATE SHALL SEAT ON THE LEDGE WITHOUT ROCKING.

FIBRE FORM SHALL BE REMOVED PRIOR TO COMPLETION OF THE PROJECT.

PC(MINIMUM PIPE COVER) SHALL BE 12" BELOW INLET TOP FOR PIPES PLACED UNDER SIDEWALK OR GRASSED AREA OR 24" BELOW INLET TOP FOR PIPES PLACED UNDER PAVEMENT OR SHOULDER.

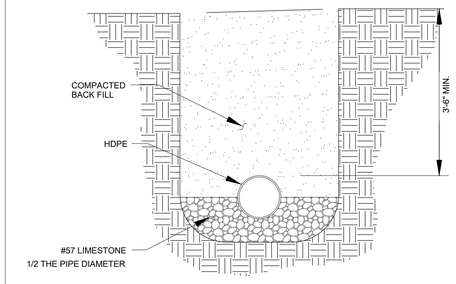
CURB, IF SPECIFIED, MAY BE EITHER CONCRETE PLACED ON THE INLET BACKWALL AS DETAILED HEREIN OR AN APPROVED CURB BOX AS MANUFACTURED WITH THE GRATE AND FRAME. DIMENSIONS OF THE CURB BOX SHOULD REASONABLY CONFORM TO THE STANDARD CURB AS SPECIFIED ON THE PLANS. THE CURB WILL BE PAID FOR PER SECTION 610, IN EITHER CASE.

THIS INLET SHALL NOT BE PLACED IN A PEDESTRIAN CROSS WALK.

THE MINIMUM DISTANCE FROM THE TOP OF ANY PIPE OPENING TO ANY CONSTRUCTION JOINT ABOVE THE OPENING SHALL BE FOUR (4) INCHES.

THE NUMBER AND LOCATION OF PIPE OPENINGS SHALL BE AS SHOWN IN THE PLANS. THE CONTRACTOR AT NO ADDITIONAL COST, SHALL BE RESPONSIBLE FOR ANY TEMPORARY BRACING REQUIRED TO TRANSPORT PRECAST INLET SECTIONS DUE TO MUTIPLE OPENINGS.

TYPE B INLET
NO SCALE



DRAINAGE PIPE BEDDING DETAIL
NO SCALE

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Revision	By	Appd.	YY.MM.DD

Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

SITE DETAILS

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. DETAILS

Revision Sheet

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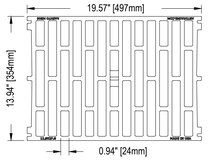
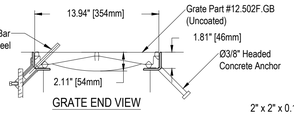


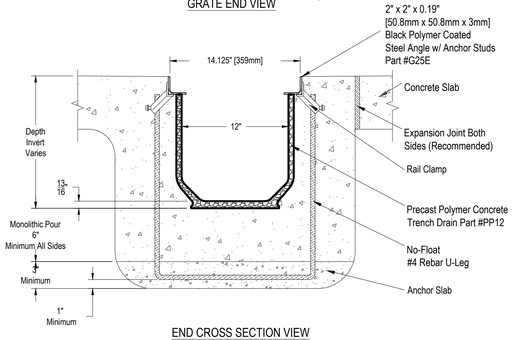
GRATE TOP VIEW
(ROTATED 90°)

Plan Notes - PDX-12
Series Number: PP12-12.502F.GB-G25E

1. Grates:
   - Ductile Iron per ASTM A536 Grade 80-55-06 (Uncoated)
   - Open Area: 0.68 FT² per Lineal Foot [0.207 M² per Lineal Meter]
   - Load Rating: 1235 PSI (Modified AASHTO M-306 Test Method)
   - Made in the USA
2. Concrete: Concrete Thickness and Reinforcement per Structural Engineer's Specification for the Application.

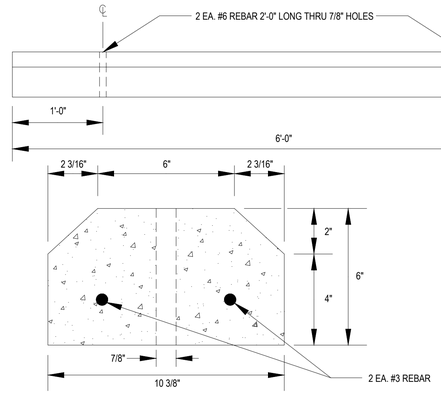


GRATE END VIEW



END CROSS SECTION VIEW

TRENCH DRAIN DETAIL
NO SCALE

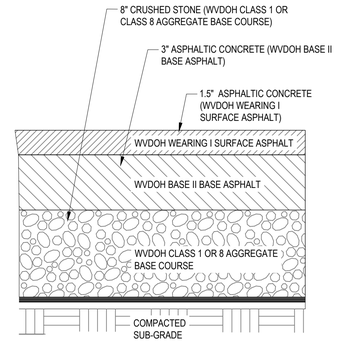


NOTE: CONCRETE 4000 P.S.I.

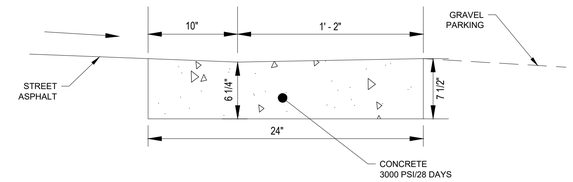
WHEEL STOP
NO SCALE

NOTES:

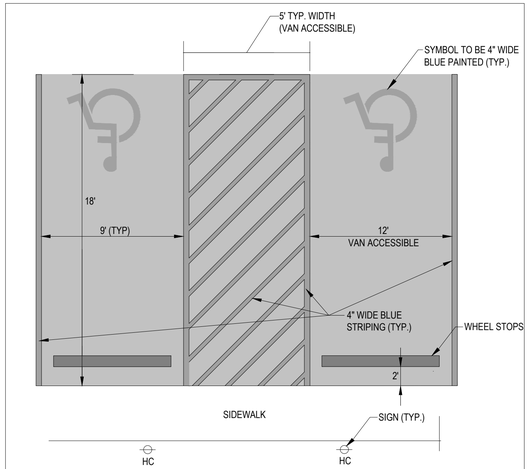
-CONTRACTOR SHALL REUSE EXISTING WHEEL STOPS AND PAINT WHITE BEFORE REINSTALLING.
-SHOULD EXTRA UNITS BE NEEDED, THEY SHALL BE PAINTED TO MATCH EXISTING.



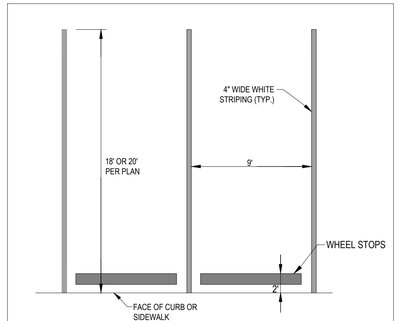
ASPHALT DETAIL CROSS-SECTION
NO SCALE



DROP CURB DETAIL
NO SCALE



TYPICAL ADA PARKING LAYOUT
NO SCALE



TYPICAL PARKING LAYOUT
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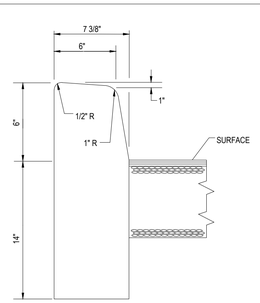
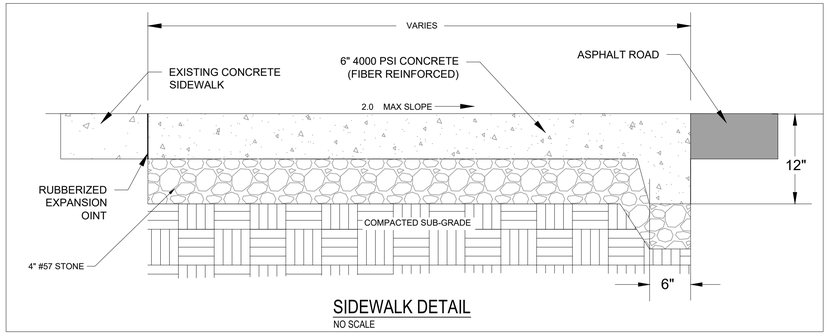
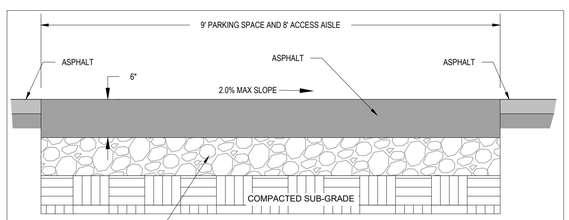


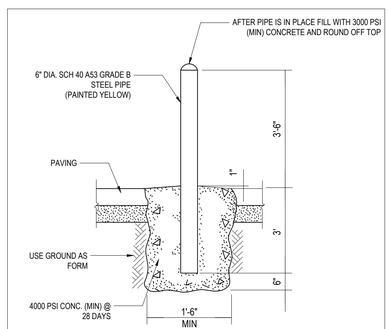
PLAIN CONCRETE CURBING TYPE I
NO SCALE



SIDEWALK DETAIL
NO SCALE



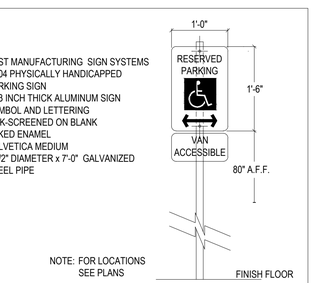
ADA ASPHALT DETAIL
NO SCALE



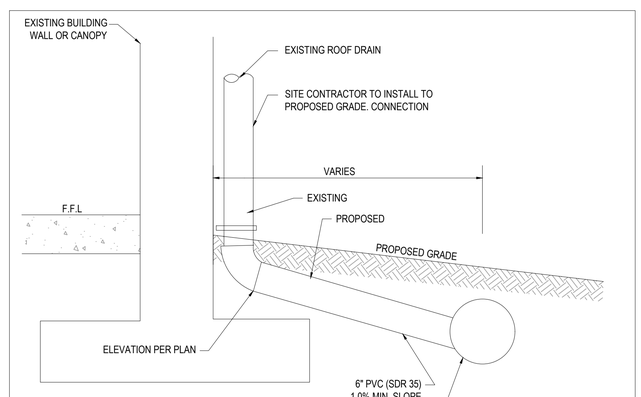
TYPICAL PIPE BOLLARD DETAIL
NO SCALE

SIGNAGE NOTES:

1.	MANUFACTURER:	BEST MANUFACTURING SIGN SYSTEMS
2.	MODEL:	SS04 PHYSICALLY HANDICAPPED PARKING SIGN
3.		.063 INCH THICK ALUMINUM SIGN
4.	DESIGN:	SYMBOL AND LETTERING SILK-SCREENED ON BLANK
5.	FINISH:	BAKED ENAMEL
6.	LETTERING DESIGN:	HELVETICA MEDIUM
7.	POSTS:	1-1/2" DIAMETER x 7'-0" GALVANIZED STEEL PIPE



VAN ACCESSIBLE PARKING SIGN (WHEN APPLICABLE)
NO SCALE



ROOF DRAIN CONNECTION
NO SCALE

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No.	Revision	By	Appd.	YY.MM.DD

Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

SITE DETAILS

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. DETAILS
Revision Sheet

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2026/03/10 4:04 PM By: Butcher, Alissa

THRUST BLOCKING

The thrust blocking must be formed against a solid trench wall and these fitting areas must be excavated by hand because mechanical equipment will damage the bearing surface of the trench wall.

The size and type of thrust block depends on the pipe size, line pressure, type of fitting, degree of bend and will be determined by the engineer. Thrust block size may be calculated by the procedures shown at right.

THRUSTS IN SOFT UNSTABLE SOILS

In soft, unstable soils such as muck or peat, thrusts are resisted by running corrosion-resistant tie-rods to solid foundations or by removing the soft material and replacing it with ballast of sufficient size and weight to resist thrusts developed.

UPWARD THRUSTS AT FITTINGS

Where a fitting is used to make a vertical bend, anchor the fitting to a thrust block braced against the undisturbed soil. The thrust block should have enough resistance to withstand upward and outward thrusts at the fitting.

SIDE THRUST ON CURVES

An outward pressure exists on all deflections from a straight line. Good soil, properly tamped, is sufficient to hold side thrust-unless soil conditions are unstable. In that case, to anchor against this side thrust, the blocking should be placed against the pipe on each side of the coupling. Do not thrust block the coupling itself.

SIDE THRUST

Pipe Size Inches	Side Thrust Pounds per Degree
1 1/2"	5.1
2"	7.9
2 1/2"	11.6
3"	17.1
3 1/2"	22.4
4"	28.3
5"	43.1
6"	60.8
8"	103.0
10"	160.0
12"	225.0

Based on side thrust per 100 lb./in pressure per degree of deflection.

NOTE: Multiply side thrust pounds by degree of deflection times pounds of pressure divided by 100 to obtain total side thrust in pounds.

STEP 1. Multiply the pressure level desired for testing by the appropriate value shown in the following table:

Pipe Size	Dead End or Tee	90° Elbow	45° Elbow	22 1/2° Elbow
1.5"	2.94	4.16	2.25	1.15
2"	4.56	6.45	3.50	1.78
2.5"	6.65	9.40	5.10	2.60
3"	9.80	13.9	7.51	3.82
3.5"	12.8	18.1	9.81	4.99
4"	16.2	23.0	12.4	6.31
5"	24.7	35.0	18.9	9.63
6"	34.8	49.2	26.7	13.6
8"	59.0	83.5	45.2	23.0
10"	91.5	130.0	70.0	35.8
12"	129.0	180.0	98.5	50.3

Based on pounds thrust per PSI working pressure.

STEP 2. Determine the bearing strength of the soil from the table below:

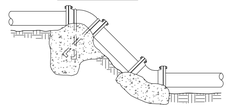
Soils and Safe Bearing Loads	Lbs. Sq. Ft.
Sound Shale	10,000
Cemented Gravel and Sand-Difficult to pick	4,000
Coarse & Fine Compact Sand	3,000
Medium Clay-Can be spaded	2,000
Soft Clay	1,000
Muck	0

STEP 3. Divide the total thrust obtained in Step 1 by the bearing strength of the soil; this gives the square feet of area needed.

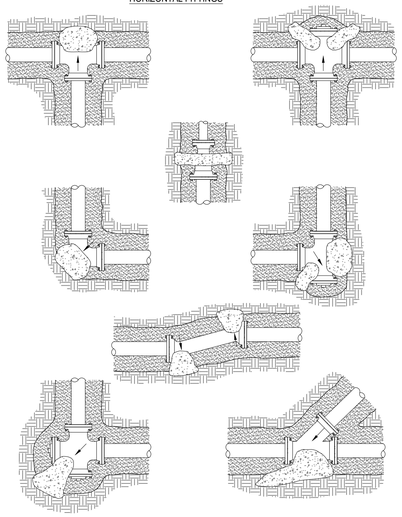
NOTE: ALL CONCRETE THRUST BLOCKING TO MEET 3000 PSI CRUSH TEST.

NOTE: ALL FITTINGS TO BE WRAPPED WITH 4 MIL PLASTIC WRAP PRIOR TO PLACING CONCRETE THRUST BLOCKING.

VERTICAL FITTINGS

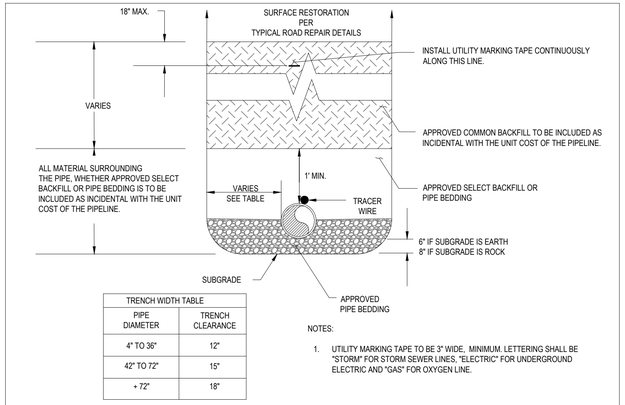


HORIZONTAL FITTINGS



THRUST BLOCKING DETAILS

NO SCALE



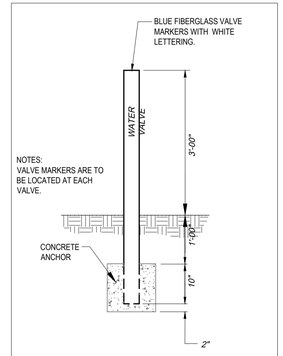
TRENCH WIDTH TABLE	
PIPE DIAMETER	TRENCH CLEARANCE
4" TO 36"	12"
42" TO 72"	15"
+ 72"	18"

NOTES:

1. UTILITY MARKING TAPE TO BE 3" WIDE, MINIMUM. LETTERING SHALL BE "STORM" FOR STORM SEWER LINES, "ELECTRIC" FOR UNDERGROUND ELECTRIC AND "GAS" FOR OXYGEN LINE.

STANDARD BEDDING AND TRENCH DETAIL

NO SCALE



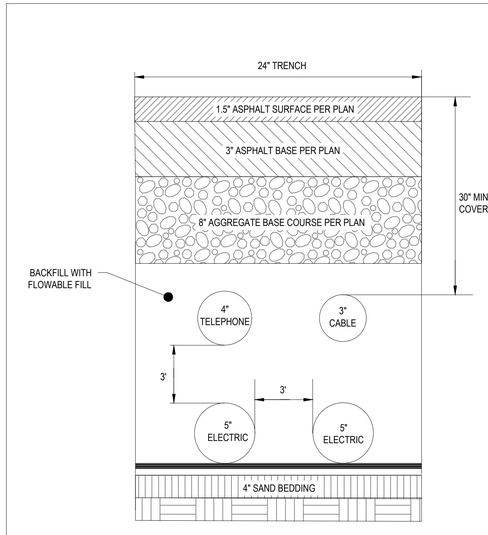
NOTES:
VALVE MARKERS ARE TO BE LOCATED AT EACH VALVE.

NOTES:
(1) VALVE MARKERS WILL BE USED ON ALL GATE VALVES, AIR RELEASES, & BLOW OFFS

(2) VALVE MARKERS ARE TO BE PLACED OUT OF WVDOH MAINTENANCE AREA, WITH OFFSETS MARKED ON BACK OF MARKER.

VALVE MARKER DETAIL

NOT SCALE



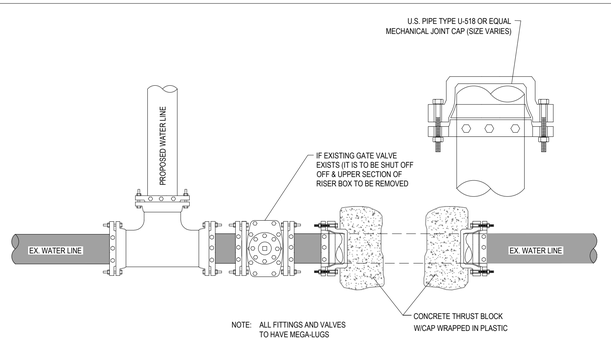
UTILITY RELOCATION TRENCH DETAIL

NO SCALE

NOTES:

ELECTRIC - MON POWER
TELEPHONE - FRONTIER
CABLE - OPTIMUM

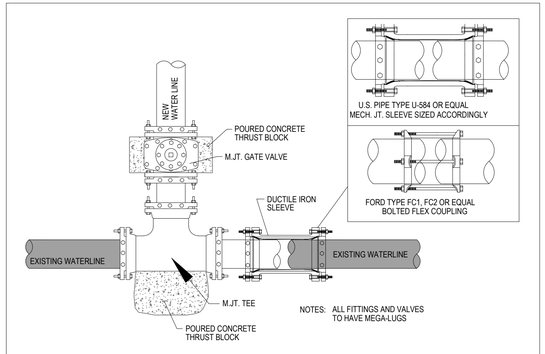
-CONDUITS TO BE INSTALLED MINIMUM OF 4.0' FROM GAS LINE AND 1.0' VERTICALLY
-ALL CONDUITS SHALL BE SCHEDULE 80 PVC PIPE



NOTE: ALL FITTINGS AND VALVES TO HAVE MEGA-LUGS

TYPICAL CUT AND PLUG DETAIL

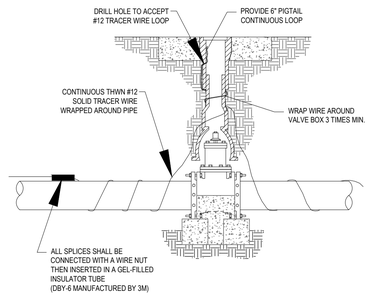
NO SCALE



NOTES: ALL FITTINGS AND VALVES TO HAVE MEGA-LUGS

TIE-IN DETAIL

NO SCALE



TYPICAL TRACER LINE

NO SCALE

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320 Southview Drive Suite 102
Bridgeport, WV 26330-4679
www.stantec.com

The Contractor shall verify and be responsible for all dimensions. DO NOT scale the drawing. Any discrepancies must be reported to the Consultant immediately. The Copyright to all designs and drawings are the property of Stantec. Reproduction or use for any purpose other than that authorized by Stantec is forbidden.

Revision	By	Appd.	YY.MM.DD

Client/Project
TOWN OF LOST CREEK

DRAINAGE IMPROVEMENT PROJECT

LOST CREEK, WV

UTILITY DETAILS

Permit-Seal

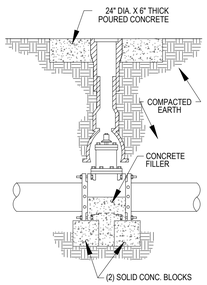
Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

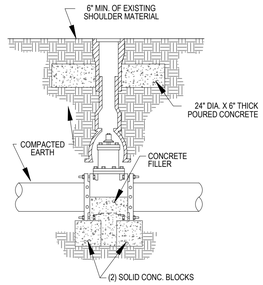
Drawing No. DETAILS

Revision Sheet

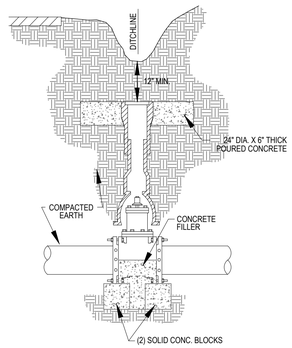
U:\2026\252205\700 C-ADD\702 Civil\Sheets\C000_Lost Creek_All Details2.dwg
2026/03/10 4:06 PM By: Butcher, Alissa



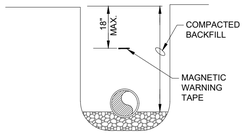
GATE VALVE SUPPORT
OUTSIDE OF WVDOH R.O.W.
NO SCALE



GATE VALVE SUPPORT
OUTSIDE OF DITCHLINE
INSIDE OF WVDOH R.O.W.
NO SCALE



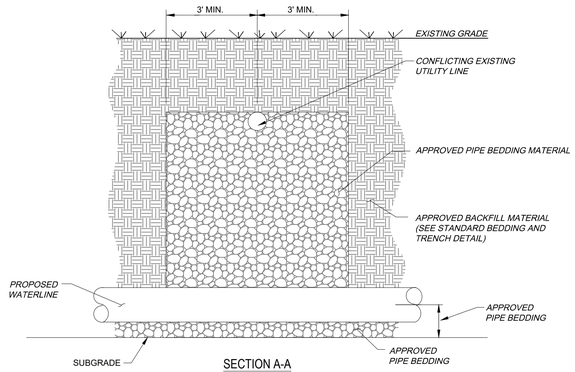
GATE VALVE SUPPORT
IN DITCHLINE
INSIDE OF WVDOH R.O.W.
NO SCALE



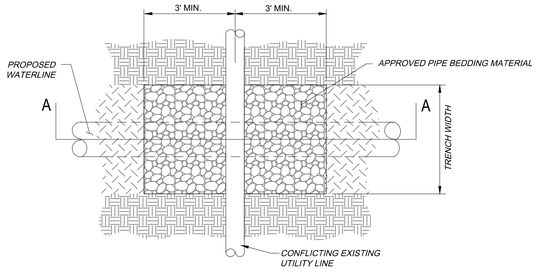
MAGNETIC WARNING TAPE
NOT TO SCALE

RED	ELECTRIC
YELLOW	GAS - OIL
ORANGE	TELEPHONE
BLUE	WATER
GREEN	SEWER

COLOR CODES FOR
UTILITY LOCATING
MAGNETIC WARNING TAPE
NOT TO SCALE

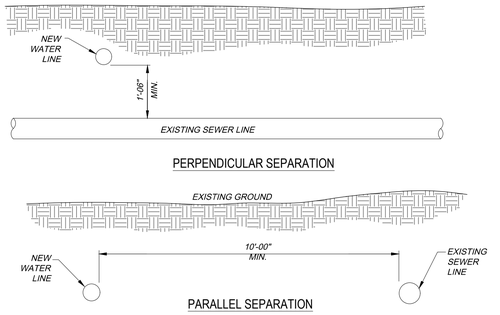


SECTION A-A



PLAN VIEW

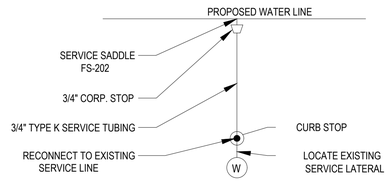
EXISTING UTILITY CROSSING DETAIL
NOT TO SCALE



PERPENDICULAR SEPARATION

PARALLEL SEPARATION

DETAIL SHOWING SEPARATION OF SEWER AND WATER LINES
NOT TO SCALE



RECONNECTION OF EXISTING WATER METERS
NO SCALE

GENERAL NOTES:

1. *VERTICAL AND HORIZONTAL FITTINGS MAY NOT BE SHOWN ON PLANS. THE CONTRACTOR SHALL PROVIDE THESE FITTINGS WHERE NECESSARY. PAYMENT FOR FITTINGS SHALL BE INCLUDED IN THE UNIT PRICE BID PER LINEAR FOOT OF PIPE. ALL WATER LINE FITTINGS SHALL HAVE THRUST BLOCKS. NO VERTICAL BENDS ARE TO BE INSTALLED ON THE WATER LINE WITHOUT PRIOR WRITTEN PERMISSION FROM THE ENGINEER. PROVIDE ALL VALVES TO BE INSTALLED WITHIN FIVE FEET OF ANY OTHER FITTING WITH APPROPRIATE RESTRAINT RODS, TIES, ETC. AS DIRECTED BY ENGINEER.*
2. *UPON COMPLETION OF THE INSTALLATION OF THE WATER DISTRIBUTION LINES, WATER SAMPLES MUST BE COLLECTED FROM POINOT TO SCALE, DESIGNATED BY THE ENGINEER, THROUGHOUT THE NEW SYSTEM. THE CONTRACTOR MUST HAVE AN AUTHORIZED COLLECTOR (WVBPH CERTIFIED PUBLIC WATER SYSTEM OPERATOR) AND BE ANALYZED FOR WATER QUALITY. (WVBPH CERTIFIED PUBLIC WATER BACTERIOLOGICAL COLLECTOR). SATISFACTORY RESULTS MUST BE OBTAINED PRIOR TO LINES GOING INTO SERVICE*
3. *ALL FITTINGS, VALVE BOLTS, TRAPS, TIES, ECT. SHALL BE WRAPPED (PER MANUFACTURERS INSTALLATION REQUIREMENOT TO SCALE) WITH WAX TAPE NO. 1 (6"W X 9'L), AS MANUFACTURED BY THE TRENTON CORPORATION, ANN ARBOR, MICHIGAN OR APPROVED EQUAL. INCLUDE COST OF WAX TAPE AS INCIDENTAL WITH THE UNIT PRICE PER LINEAR FOOT OF PIPE.*
4. *TRACER WIRE SHALL BE INSTALLED ALONG THE ENTIRE LENGTH OF ALL WATER MAINS. WIRE SHALL BE THWN #12 SOLID WITH SPLICE CONNECTED WITH WIRE NUTS. SPLICE CONNECTIONS SHALL HAVE WIRE NUTS INSERTED IN A GEL-FILLED INSULATOR TUBE MODEL DBY-6 AS MANUFACTURED BY 3M.*
5. *MEGA-LUG RESTRAINOT TO SCALE (EBBA IRON OR EQUAL) SHALL BE USED ON ALL FITTINGS AND VALVES.*
6. *ALL DIP SHALL BE CLASS 52, UNLESS SPECIFIED OTHERWISE.*
7. *ALL LINES AND/OR CASINGS MUST BE INSTALLED UNDER OR AROUND DRAINAGE STRUCTURES IN A MANNER THAT WILL NOT OBSTRUCT THE MAINTENANCE, REPLACEMENT, OR FREE FLOW OF WATER.*

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Bridgeport, WV 26330-4679
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No.	Revision	By	Appd.	YY.MM.DD

Client/Project
TOWN OF LOST CREEK
DRAINAGE IMPROVEMENT PROJECT
LOST CREEK, WV
UTILITY DETAILS

Permit-Seal

Project Number: 2026252205
File Name: LOST CREEK DRAINAGE

DWN	CHKD	DSGN	DATE
AMB	RLG		03/06/2026

Drawing No. DETAILS
Revision Sheet
17 of 17

U:\2026\252205\700 CADD\702 Civil\Sheets\C000_Lost Creek_All Details2.dwg
2026/03/10 4:07 PM By: Butcher, Alissa

Temporary Drainage Easement

Permanent Drainage Easement

S Streetcar Way (40' R/W)

Short St (20' R/W)

Brand St. (19.35' R/W)

Old Railroad Grade (40' R/W)

Railroad St

East Ma

Tax Map 2104
Parcel 14.1

Tax Map 2104
Parcel 30

Tax Map 2104
Parcel 18

Tax Map 2104
Parcel 30.1

Tax Map 2104
Parcel 32

Tax Map 2104
Parcel 6

Tax Map 2104
Parcel 6.1

Tax Map 2104
Parcel 21

Tax Map 2104
Parcel 22

Tax Map 2104
Parcel 23

Tax Map 2104
Parcel 24

Tax Map 2104
Parcel 7

Tax Map 2104
Parcel 25

Tax Map 2104
Parcel 25.1

Tax Map 2104
Parcel 34

Tax Map 2104
Parcel 35

Tax Map 2104
Parcel 36

Tax Map 2104
Parcel 37

Tax Map 2104
Parcel 38

Tax Map 2104
Parcel 39

Tax Map 2104
Parcel 39.1

Tax Map 2104
Parcel 39.2

Tax Map 2104
Parcel 43

Tax Map 2104
Parcel 44

Tax Map 2104
Parcel 45

Tax Map 2104
Parcel 53

382'

210'

40'

20'

10'

190'

245'

Mobile Home
Porch
Shed
2–Story
Frame House
Car
Port
Building
Awning
Garage
Camper
Storage Building
Gravel Lot
Garage Bay Doors (4)
Industrial Building
1–Story
Bank Building

2000 Aviation Way
Bridgeport, WV 26330

Phone:
Fax: 304-842-0825

NORTH CENTRAL WEST VIRGINIA AIRPORT

May 26, 2026

The County Commission of Harrison County
The Honorable Susan Thomas, President
Harrison County Courthouse
301 W. Main Street
Clarksburg, WV 26301

Re: Request for Disbursement from TIF Fund for The County Commission of Harrison County Development District No. 6 – North Central West Virginia Airport

Dear Commissioner Thomas:

As you may be aware, on October 31, 2018, The County Commission of Harrison County (the "County Commission") adopted and entered of record an Order (the "District Creation Order") creating a tax increment financing district known as "The County Commission of Harrison County Development District No. 6 – North Central West Virginia Airport" (the "NCWV Airport TIF District") on 752 acres consisting of North Central West Virginia Airport (the "Airport") and surrounding properties. The District Creation Order also approved Project Plan No. 1 for the NCWV Airport TIF District (the "Project Plan"), which contemplated certain demolition, site preparation, excavation and other earth work at the Airport ("Project Costs"). Such Project Costs were contemplated to be paid from the tax increment financing fund (the "TIF Fund") established by the District Creation Order as a separate fund into which all tax increment revenues and other revenues designated by the County Commission for the benefit of the NCWV Airport TIF District are deposited.

Please allow this letter to serve as the request of the Benedum Airport Authority as owner and operator of the Airport that the County Commission disburse from the TIF fund to the Authority, approximately **$800,000.** This balance was confirmed through conversation with the Assessor's office on May 26, 2026. Such funds will continue to be used by the Authority in connection with construction, engineering and design fees and utility installation of the Terminal Building. These project costs are within the scope of the overall project plan for the North Central WV Airport TIF District.

Please do not hesitate to contact me directly if you or the other Commissioners have any question or need additional information about the NCWV Airport TIF District or the projects currently underway. As you know, the Airport has historically been a critical economic driver for Harrison County and North Central West Virginia. Completing this important project will be essential to ensuring that the Airport can continue to develop and create even greater economic impact in the future.

Very truly yours,

Shawn Long
Deputy Airport Director
North Central WV Airport

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

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

May 18, 2026

The Harrison County Planning Department would recommend the Harrison County Commission to appoint Bryan Reed for term to start on July 1, 2025 and end on June 30, 2028. He will be a great asset to the Board of Appeals for Code Enforcement. If you need additional information please let me know.

Thank

Charlotte Shaffer
Harrison County Planning Director

HARRISON COUNTY PLANNING DEPARTMENT

301 WEST MAIN STREET

CLARKSBURG, WEST VIRGINIA 26301

PHONE (304) 624-8690

FAX (304) 626-1070

May 18, 2026

The Harrison County Planning Department would recommend the Harrison County Commission to appoint Christopher Magee for term to start on July 1, 2025 and end on June 30, 2028. He will be a great asset to the Board of Appeals for Code Enforcement. If you need additional information please let me know.

Thank You,

Charlotte Shaffer
Harrison County Planning Director

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

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

May 18, 2026

The Harrison County Planning Commission would like to recommend to the Harrison County Commission to re-appoint Bill Suan, term to start on July 1, 2025 and end on June 30, 2028.

Thank You,

Charlotte Shaffer
Harrison County Planning Director

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

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

May 18, 2026

The Harrison County Planning Commission would like to recommend to the Harrison County Commission to re-appoint Joseph Pinti, term to start on July 1, 2025 and end on June 30, 2028.

Thank You,

Charlotte Shaffer
Harrison County Planning Director

A-1.

United States of America

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

Clerk's Fiduciary Report

Estate from Wednesday, May 13, 2026, through Tuesday, May 19, 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, May 13, 2026, the following matters were disposed of in the presence of the Clerk:

A duly copy of the last will and testament of **KAREN FRASHURE INTILE**, deceased, late a resident of GREENBRIER, WEST VIRGINIA, was admitted to record.

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

KIM FINCHAM, who was named in the last will and testament of **DOMINICK MESSINEO**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Thursday, May 14, 2026, the following matters were disposed of in the presence of the Clerk:

A duly certified copy of the last will and testament of **DELBERT RAY CORDER**, deceased, late a resident of MONONGALIA, WEST VIRGINIA, was admitted to record.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **TIMOTHY J BOOK II** was appointed and qualified as ADMINISTRATOR of the estate of **JACQUITA ANN BOOK**, deceased. Bond was 75,000.00.

A duly certified copy of the last will and testament of **THOMAS E MULLOOLY II**, deceased, late a resident of PUTNAM, WEST VIRGINIA, was admitted to record.

A duly certified copy of the last will and testament of **WINIFRED M PARSONS**, deceased, late a resident of MARION, WEST VIRGINIA, was admitted to record.

On, Friday, May 15, 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, **JANET CAROL MONROE** was appointed and qualified as ADMINISTRATRIX of the estate of **THOMAS GLEN MONROE**, deceased. No bond was required.

A duly copy of the last will and testament of **DOANLD WAYNE STOUT**, deceased, late a resident of KANAWHA, WEST VIRGINIA, was admitted to record.

On, Monday, May 18, 2026, the following matters were disposed of in the presence of the Clerk:

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

SANDRA SWIGER MOORE, who was named in the last will and testament of **MARY LOU SWIGER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

JANCIE LOPEZ JAUMOT, who was named in the last will and testament of **MARY MAGDALENE LOPEZ**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

CHRISTOPHER MICHAEL GREAVER, who was named in the last will and testament of **DAVID LEE GREAVER**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Tuesday, May 19, 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, **LARRY BARTHELEMY** was appointed and qualified as ADMINISTRATOR of the estate of **STEPHANIE BARTHELEMY**, deceased. No bond was required.

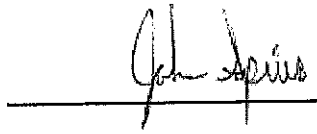
The last will and testament of **JOHN WEBB**, deceased, was proved by the affidavit of the attesting witnesses and the same was admitted to probate and record.

BETHYL JANE WEBB, who was named in the last will and testament of **JOHN WEBB**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

JEFFREY WAYNE CRAVEN, who was named in the last will and testament of **PATRICIA JOYCE CRAVEN**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **STEPHEN CODY CAIN** was appointed and qualified as ADMINISTRATOR of the estate of **STEPHEN RICHARD CAIN**, deceased. Bond was 17,000.00.



John R Spires
Clerk of the Harrison County Commission

Wednesday, June 3, 2026

Confirmed

A-2.

United States of America

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

Clerk's Fiduciary Report

Estate from Wednesday, May 20, 2026, through Tuesday, May 26, 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, May 20, 2026, the following matters were disposed of in the presence of the Clerk:

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

PORTER JACKSON SOUTHERN, who was named in the last will and testament of **WALTER JACKSON SOUTHERN**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

A duly certified copy of the last will and testament of **A D MILLER**, deceased, late a resident of RITCHIE, WEST VIRGINIA, was admitted to record.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **KELLY RENEE MARANO** was appointed and qualified as ADMINISTRATRIX of the estate of **ALBERT FRANK MARANO JR**, deceased. No bond was required.

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

MARY ANNETTE DEBARR, who was named in the last will and testament of **PAUL NELSON DEBARR**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **LEONARD KEITH WAGNER** was appointed and qualified as ADMINISTRATOR of the estate of **ELI EUGENE WAGNER**, deceased. Bond was 10,000.00.

A duly certified copy of the last will and testament of **REGINALD LEON ROBERTS**, deceased, late a resident of GILMER COUNTY, WEST VIRGINIA, was admitted to record.

On, Thursday, May 21, 2026, the following matters were disposed of in the presence of the Clerk:

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

FRANCES B LYNCH, who was named in the last will and testament of **DONALD RAY LYNCH**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

EDMUND JUDE GORE, who was named in the last will and testament of **EDMUND LEE MATKO**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

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

EDWARD MICHAEL BOYLE, who was named in the last will and testament of **DELORES JEAN BOYLE**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

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

KAREN SUE HEFNER, who was named in the last will and testament of **LINDA LOU SHREVES**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

On, Tuesday, May 26, 2026, the following matters were disposed of in the presence of the Clerk:

The said estate of **BARBARA E NUTTER**, deceased was referred to **JAMES VARNER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

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

DEBORAH ROSE GOUGH, who was named in the last will and testament of **THELMA LORRAINE MYER**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

John R Spires
Clerk of the Harrison County Commission

Wednesday, June 3, 2026

Confirmed

B-1

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

JOHN DAVID MANLEY, EXECUTOR OF THE
LAST WILL AND TESTAMENT

OF ///REPORT OF CLAIMS, RECEIPTS, DISBURSEMENTS, AND DISTRIBUTION

LADONNA FERNANDEZ-MANLEY, DECEASED

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

In compliance with West Virginia Code §44-2-1(b), as amended, a Report of Receipts, Disbursements, and Distribution Affidavit was filed by the Executor of the above-referenced estate, which said Report was executed by the Executor and thereupon your Commissioner proceeded to prepare this Report with the Report of Receipts, Disbursements, and Distribution Affidavit attached hereto.

Your Commissioner certifies that this estate was referred to him on the 4th day of December 2025 and that subsequent to said date, the Clerk of the County Commission of Harrison County, West Virginia did appoint the 8th day of March 2026 as the time and place for the presentation of claims against this estate; that said Clerk's office gave notice thereof to the creditors and beneficiaries of this estate by publication The Exponent-Telegram on the 7th and 14th days of January 2026, the time so fixed being according to law; and that at the end of business hours on the 8th day of March 2026, the claims period was formally closed, at which time no proofs of claim had been timely filed with said Clerk's office or with your Commissioner against this estate.

Your Commissioner certifies that the name of John David Manley, Executor of the estate of Ladonna Fernandez-Manley, deceased, was included in a list of fiduciaries whose accounts were before your Commissioner for settlement, and said list was published once a week for two

successive weeks on the 24th day of April and 1st day of May 2026 in The Exponent-Telegram as required by West Virginia Code §44-4-9, as amended.

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

Given under my hand this 19th day of May 2026.

Zachary S. Dyer
Fiduciary Commissioner

United States of America

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

ESTATE OF LADONNA FERNANDEZ-MANLEY, DECEASED

Social Security No: 232-84-2698 Date of Death: July 17, 2025

Report of Receipts, Disbursements and Distribution; Affidavit

filed by **JOHN DAVID MANLEY, ADMINISTRATOR** of the estate of LADONNA FERNANDEZ-MANLEY, as provided by Chapter 44, Article 2, Section 1(b), of the Code of West Virginia, as amended.

RECEIPTS: *(Monies/Income; Proceeds from Sale of Real and/or Personal Property; Interest; Refunds; Advances, Etc.)*

Date Received:	Source:	Amount:
12/30/2025	Deposit by Check (W. Joe Sutton Credit Shelter Trust	300,000.00
1/21/2026	Deposit by Transfer (AL-N-EL Farms, LLC/Ralph Sutton 5 mos @ $500/mo)	2,500.00
1/30/2026	Deposit by Transfer (Cash on hand)	1.11
1/30/2026	Deposit by Transfer (Northwestern Variable Annuity)	295.86
2/18/2026	Deposit by Transfer (AL-N-EL Farms, LLC/Ralph Sutton 1 mo @ $500/mo)	500.00
3/16/2026	Deposit by Check (AL-N-EL Farms, LLC/Ralph Sutton 1 mo @ $500/mo)	500.00
	TOTAL RECEIPTS:	303,796.97

DISBURSEMENTS: *(Paid from Estate Monies/Receipts listed above)*

Date Paid:	Payable to:	Amount:
Pending	Dyer & Watson, PLLC (Zach Dyer – Fiduciary Supervisor)	300.00
Pending	John David Manley (See ATTACHMENT 1 – Estate/Probate Out of Pocket)	1,543.00
	(Both Pending Disbursements Payable from Estate)	
	TOTAL DISBURSEMENTS:	1,843.00

DISTRIBUTION:

JOHN DAVID MANLEY 101 COUNTRY MEADOW LANE APT 204, BRIDGEPORT, WV 26301	HUSBAND	150,976.99
MELISSA JO FERNANDEZ SIMONS 8062 KIDD AVE, STONEWOOD, WV 26301	DAUGHTER	50,325.66
KRISTA FERNANDEZ VASSIL 1625 HARMONY GROVE RD, GRAFTON, WV 26354	DAUGHTER	50,325.66
JASON FERNANDEZ 603 WATER ST, BRIDGEPORT, WV 26330	SON	50,325.66
	TOTAL DISTRIBUTION:	301,953.97

AFFIDAVIT:

3/23/2026

Date

JOHN DAVID MANLEY, ADMINISTRATOR
101 COUNTRY MEADOW LANE APT 204
BRIDGEPORT WV 26330

STATE OF West Virginia

COUNTY OF Harrison, to-wit:

Before the undersigned authority, authorized by law to administer oaths in cases of this character, this day personally appeared JOHN DAVID MANLEY, ADMINISTRATOR of the Estate of LADONNA FERNANDEZ-MANLEY deceased, who being by me first duly sworn, did depose and say:

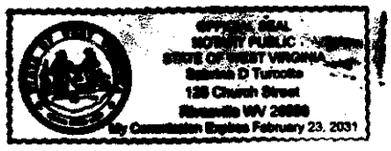
That the foregoing Report, dated the 23 day of March, 2026, is a true and correct Report of all Receipts, Disbursements and Distributions made by me as Administrator/rix through the 23 day of March, 2026.

The foregoing instrument was acknowledged before me this 23 day of March, 2026.

My Commission expires: 2/23/2031. Sabrina D. Turcotte

NOTARY SEAL

Notary Public



United States of America

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

Report of Receipts, Disbursements and Distribution; Affidavit Notice

This day JOHN DAVID MANLEY reported to the Court a Report of Receipts, Disbursements and Distribution; Affidavit for the estate of LADONNA FERNANDEZ-MANLEY, which Report of Receipts, Disbursements and Distribution; Affidavit was filed in the office of the Clerk of the Harrison County Commission on the 19th day of May, 2026 and said estate was presented to this Court on the _____ day of _____, _____, further it appearing to the Court that more than (10) days have lapsed since the date the report was filed with the Clerk of the Harrison County Commission and no objections being made thereto and no errors appearing upon the face thereof and none appearing to the Court and the Court being satisfied that all requirements of the statute in regard to such settlement have been complied with, same being deemed correct and ordered to be recorded and filed.

I, John R Spires, Clerk of the Harrison County Commission, do certify that the aforesaid Report of Receipts, Disbursements and Distribution; Affidavit, was this day admitted to record therein.

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

John R Spires
Clerk of the Harrison County Commission

B-2

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

JOHNNY KESLING, EXECUTOR
OF THE ESTATE OF
KRISTINA LOUISE KESLING

REPORT OF CLAIMS
AND WAIVER OF
FINAL SETTLEMNET

TO THE HONORABLE COUNTY COMMISSION OF HARRISON COUNTY, WV:

Pursuant to Chapter 44, Article 2, Section 29, of the Code of West Virginia, the following is a Waiver of Final Settlement of Johnny Kesling, Executor, and all known heirs and distributees of the estate of Kristina Louise Kesling, deceased, as presented to and received and approved by Robert J. Pevler, Fiduciary Commissioner of Harrison County, West Virginia, to whom this case was referred, as in such cases made and provided by law:

GIVEN under my hand this 22nd day of May, 2026.

Robert J. Pevler, Fiduciary Commissioner

United States of America

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

Affidavit and Waiver of Final Settlement

I,JOHNNY KESLING, personal representative(s) in the estate of KRISTINA LOUISE KESLING after being first duly sworn do aver and state as follows:

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

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

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

4. No known unpaid claims exist against the estate;

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

JOHNNY KESLING _____ (L.S.)
ADMINISTRATOR

STATE OF West Virginia COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 22 day of May, 2026

My Commission expires: 10/2/30 _____
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
John Scott
Scott Law, PLLC
P.O. Box 545, Clarksburg, WV 26302
My Commission Expires October 02, 2030

JOHNNY KESLING _____ (L.S.)
SON

STATE OF West Virginia COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 22 day of May, 26.

My Commission expires: 10/2/30 _____
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
John Scott
Scott Law, PLLC
P.O. Box 545, Clarksburg, WV 26302
My Commission Expires October 02, 2030

OLIVIA KESLING _____ (L.S.)
DAUGHTER

STATE OF West Virginia COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 22 day of May, 26.

My Commission expires: 10/2/30 _____
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
John Scott
Scott Law, PLLC
P.O. Box 545, Clarksburg, WV 26302
My Commission Expires October 02, 2030

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

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

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

Given under my hand this _____day of _____, _____.

_____ By _____

John R Spires
Clerk of the Harrison County Commission

Micah Fisher
Deputy Clerk

B-3

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

KANDICE KAY KNOTTS, EXECUTRIX
OF THE ESTATE OF
PEGGY ANN KNOTTS

REPORT OF CLAIMS
AND WAIVER OF
FINAL SETTLEMENT

TO THE HONORABLE COUNTY COMMISSION OF HARRISON COUNTY, WV:

Pursuant to Chapter 44, Article 2, Section 29, of the Code of West Virginia, the following is a Waiver of Final Settlement of Kandice Kay Knotts, Executrix, and all known heirs and distributees of the estate of Peggy Ann Knotts, deceased, as presented to and received and approved by Robert J. Pevler, Fiduciary Commissioner of Harrison County, West Virginia, to whom this case was referred, as in such cases made and provided by law:

GIVEN under my hand this 20th day of April, 2026.

Robert J. Pevler, Fiduciary Commissioner

United States of America

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

Affidavit and Waiver of Final Settlement

I,KANDICE KAY KNOTTS, personal representative(s) in the estate of PEGGY ANN KNOTTS after being first duly sworn do aver and state as follows:

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

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

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

4. No known unpaid claims exist against the estate;

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

KANDICE KAY KNOTTS Kandice Kay Knotts (L.S.)
EXECUTRIX

STATE OF West Virginia COUNTY OF Marion

The foregoing instrument was acknowledged before me this 8 day of April, 2026.

My Commission expires: 10/11/2027 C Madison Knotts
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Madison Knotts
1920 Morgantown Ave
Fairmont, WV 26554
My Commission Expires 10/11/2027

KANDICE KAY KNOTTS Kandice Kay Knotts (L.S.)
DAUGHTER

STATE OF West Virginia COUNTY OF Marion

The foregoing instrument was acknowledged before me this 8 day of April, 2026.

My Commission expires: 10/11/2027 C Madison Knotts
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Madison Knotts
1920 Morgantown Ave
Fairmont, WV 26554
My Commission Expires 10/11/2027

KEVIN K KNOTTS Kevin K Knotts (L.S.)
SON

STATE OF West Virginia COUNTY OF Marion

The foregoing instrument was acknowledged before me this 8 day of April, 2026.

My Commission expires: 10/11/2026 C Madison Knotts
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Madison Knotts
1920 Morgantown Ave
Fairmont, WV 26554
My Commission Expires 10/11/2027

KACEY K KNOTTS _____ (L.S.)
GRANDSON

STATE OF West Virginia COUNTY OF Marion

The foregoing instrument was acknowledged before me this 8 day of April, 2026.

My Commission expires: 10/11/2026 _____
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Madison Knotts
1920 Morgantown Ave
Fairmont, WV 26554
My Commission Expires 10/11/2027

KAMERON K KNOTTS _____ (L.S.)
GRANDSON

STATE OF West Virginia COUNTY OF Marion

The foregoing instrument was acknowledged before me this 8 day of April, 2026.

My Commission expires: 10/11/2026 _____
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Madison Knotts
1920 Morgantown Ave
Fairmont, WV 26554
My Commission Expires 10/11/2027

JARED M KNOTTS _____ (L.S.)
GRANDSON

STATE OF West Virginia COUNTY OF Marion

The foregoing instrument was acknowledged before me this 8 day of April, 2026.

My Commission expires: 10/11/2026 _____
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Madison Knotts
1920 Morgantown Ave
Fairmont, WV 26554
My Commission Expires 10/11/2027

PEGGY A KNOTTS REVOCABLE TRUST _____ (L.S.)
BENEFICIARY

STATE OF West Virginia COUNTY OF Marion

The foregoing instrument was acknowledged before me this 8 day of April, 2026.

My Commission expires: 10/11/2026 _____
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Madison Knotts
1920 Morgantown Ave
Fairmont, WV 26554
My Commission Expires 10/11/2027

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

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

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

Given under my hand this _____day of _____, _____.

John R Spires
Clerk of the Harrison County Commission

By _____
Micah Fisher
Deputy Clerk

B-4

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

BRIDGETTE WILSON, EXECUTRIX
OF THE ESTATE OF
JOHN E. LOWTHER

REPORT OF CLAIMS
AND WAIVER OF
FINAL SETTLEMNET

TO THE HONORABLE COUNTY COMMISSION OF HARRISON COUNTY, WV:

Pursuant to Chapter 44, Article 2, Section 29, of the Code of West Virginia, the following is a Waiver of Final Settlement of Bridgette Wilson, Executrix, and all known heirs and distributees of the estate of John E. Lowther, deceased, as presented to and received and approved by Robert J. Pevler, Fiduciary Commissioner of Harrison County, West Virginia, to whom this case was referred, as in such cases made and provided by law:

GIVEN under my hand this 12 day of MAY, 2026.

Robert J. Pevler, Fiduciary Commissioner

Harrison County
John R Spires, Clerk
Instrument 202600010965
05/19/2026 @ 08:49:51 AM
COMMISSION SETTLEMENT
Pages Recorded 3
Recording Cost $ 12.00

United States of America

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

Affidavit and Waiver of Final Settlement

I,BRIDGETTE WILSON, personal representative(s) in the estate of JOHN E LOWTHER after being first duly sworn do aver and state as follows:

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

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

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

4. No known unpaid claims exist against the estate;

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

MICHAEL SHAWN LOWTHER (L.S.)
SON

STATE OF West Virginia COUNTY OF Randolph

The foregoing instrument was acknowledged before me this 13th day of February, 2026.

My Commission expires: August 25, 2027 Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
JODIE LEIGH SANBORN
13 River St.
Elkins, WV 26241
My Commission Expires August 25, 2027

JAVEN MICHAEL LOWTHER Bridgette Wilson Trustee (L.S.)
GRANDSON

STATE OF West Virginia COUNTY OF Randolph

The foregoing instrument was acknowledged before me this 8th day of May, 2026.

My Commission expires: August 25, 2027 Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
JODIE LEIGH SANBORN
13 River St.
Elkins, WV 26241
My Commission Expires August 25, 2027

BRIDGETTE WILSON Bridgette Wilson (L.S.)
NIECE

STATE OF West Virginia COUNTY OF Randolph

The foregoing instrument was acknowledged before me this 8th day of May, 2026.

My Commission expires: August 25, 2027 Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
JODIE LEIGH SANBORN
13 River St.
Elkins, WV 26241
My Commission Expires August 25, 2027

BRIDGETTE WILSON Bridgette Wilson Executrix (L.S.)
EXECUTRIX

STATE OF West Virginia COUNTY OF Randolph

The foregoing instrument was acknowledged before me this 8th day of May, 2026.

My Commission expires: August 25, 2027 Jodie Leigh Sanborn
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
JODIE LEIGH SANBORN
13 River St.
Elkins, WV 26241
My Commission Expires August 25, 2027

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

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

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

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

John R Spires
Clerk of the Harrison County Commission

By _____
Betty Cochran
Deputy Clerk

IN THE COUNTY COMMISSIONER OF HARRISON COUNTY, WEST VIRGINIA

THERESA K. BROWN, ADMINISTRATRIX
OF THE ESTATE OF
ANN MARIE KAKALEC, DECEASED

REPORT OF CLAIMS AND WAIVER OF FINAL SETTLEMENT

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

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

Your Commissioner certifies that this estate was referred to him on the 18th day of March, 2025, and that, subsequent to said date, the Clerk of the County Commission of Taylor County, West Virginia, did appoint the 5th day of October, 2025, as the time and place for the presentation of claims against this estate; that said Clerk's office gave notice thereto to the creditors and beneficiaries of this estate by publication on the 6th and 13th days of August, 2025, the time so fixed being according to law; and that at the end of business hours on the 5th day ofOctober, 2025, the claims period was formally closed,

at which time no proofs of claim had been timely filed with said Clerk's office or your Commissioner against this estate.

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

Given under my hand this 11th day of May, 2026.

James A. Varner, Fiduciary Commissioner

United States of America

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

Affidavit and Waiver of Final Settlement

I,THERESA K BROWN, personal representative(s) in the estate of ANN MARIE KAKALEC after being first duly sworn do aver and state as follows:

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

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

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

4. No known unpaid claims exist against the estate;

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

THERESA K BROWN Theresa K Brown (L.S.)
ADMINISTRATRIX

STATE OF West Virginia COUNTY OF Marion

The foregoing instrument was acknowledged before me this 1st day of October, 2025.

My Commission expires: Oct 14th 2025

DAKOTA CALES
Notary Public Official Seal
State of West Virginia
My Comm. Expires Oct 14, 2025
Huntington National Bank
58 Middletown Rd White Hall WV 26554

Notary Public

THERESA K BROWN Theresa K Brown (L.S.)
SISTER

STATE OF West Virginia COUNTY OF Marion

The foregoing instrument was acknowledged before me this 1st day of October, 2025.

My Commission expires: Oct 14th 2025

DAKOTA CALES
Notary Public Official Seal
State of West Virginia
My Comm. Expires Oct 14, 2025
Huntington National Bank
58 Middletown Rd White Hall WV 26554

Notary Public

MARY E MCCARTNEY Mary E McCartney (L.S.)
SISTER

STATE OF West Virginia COUNTY OF Barbour

The foregoing instrument was acknowledged before me this 9th day of Oct, 2025.

My Commission expires: 02/19/2028

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Cindy Vance-Sigley
181 Rabbit Run Road
Hambleton, WV 26269
My Commission Expires 02/19/2028

Cindy Vance-Sigley
Notary Public

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

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

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

Given under my hand this _____day of _____, _____.

_____ By _____

John R Spires
Clerk of the Harrison County Commission

Betty Cochran
Deputy Clerk

B-6

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

MICHAEL L. WILLIAMS,
EXECUTOR OF THE ESTATE

REPORT OF CLAIMS
AND
WAIVER OF FINAL SETTLEMENT

OF ///

HELEN SUE WILLIAMS,
DECEASED

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

The Report of Norman T. Farley, Fiduciary Commissioner for Harrison County, West Virginia, and Waiver of Final Settlement of the **Estate of Helen Sue Williams,** deceased.

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

That this estate was referred to Norman T. Farley, Fiduciary Commissioner, on **December 8, 2025**; that your Commissioner approved the appraisement of said estate and caused the same to be recorded in the Office of the Clerk of this Commission; and a copy was forwarded to the Tax Commissioner for West Virginia; and,

That pursuant to Article 2, Chapter 44 of the West Virginia Code, as amended, the **7th day of March, 2026**, was appointed by the County Commission as the day to receive on or before that date proofs of claim against said estate at your Commissioner's law office located at 917 W. Main Street, Bridgeport, West Virginia 26330, and notice was given thereof to the creditors and beneficiaries of the estate by publishing notice in the manner and form prescribed by law in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, once each week for two successive weeks, said publication having been made on the **7th and 14th days of January, 2026**; and,

That no claims were filed against said estate and there were no contingent or unliquidated claims or claims not matured against said estate that were presented to or proven

before your Commissioner, and that no necessity exists to reserve any funds in the hands of the personal representative to meet the same; and,

That your Commissioner has concluded the hearing and thereafter said personal representative submitted the attached Affidavit and Waiver of Final Settlement duly executed by the personal representative and all heirs, beneficiaries, and distributees of the **Estate of Helen Sue Williams**, deceased, as provided in Chapter 44, Article 2, Section 29 of the West Virginia Code, as amended; and,

Your Commissioner further reports that the name of the personal representative was included in a list of all fiduciaries whose accounts were then before him for settlement, which list was prepared by him and caused by him to be published once a week for two successive weeks, as required by law, said publication having been made on the **7th and 14th days of April, 2026**, in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, and upon completion of said publication, your Commissioner proceeded to make this final Report for the settlement of the accounts of said personal representative.

This Report and attached Affidavit and Waiver of Final Settlement, filed herewith and expressly made a part hereof, may be filed as the final report of **Michael L. Williams, Executor of the Estate of Helen Sue Williams, deceased**.

GIVEN under my hand this 21st day of April, 2026.

Norman T. Farley
Fiduciary Commissioner
Harrison County, West Virginia

United States of America

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

Affidavit and Waiver of Final Settlement

I,MICHAEL L WILLIAMS, personal representative(s) in the estate of HELEN SUE WILLIAMS after being first duly sworn do aver and state as follows:

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

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

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

4. No known unpaid claims exist against the estate;

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

MICHAEL L WILLIAMS Michael L Williams (L.S.)
EXECUTOR

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 1st day of April, 2026.

My Commission expires: August 31, 2026 Micah Fisher

Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Micah Fisher
Harrison County Clerks Office
229 S Third Street
Clarksburg, WV 26301
My Commission Expires 08/31/2026

MICHAEL L WILLIAMS Michael L Williams (L.S.)
SON

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 1st day of April, 2026.

My Commission expires: August 31, 2026 Micah Fisher

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Micah Fisher
Harrison County Clerks Office
229 S Third Street
Clarksburg, WV 26301
My Commission Expires 08/31/2026

KEVIN L WILLIAMS Kevin L Williams (L.S.)
SON

STATE OF WV COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 1st day of April, 2026.

My Commission expires: August 31, 2026 Micah Fisher

Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Micah Fisher
Harrison County Clerks Office
229 S Third Street
Clarksburg, WV 26301
My Commission Expires 08/31/2026

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

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

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

Given under my hand this _____day of _____, _____.

_____ By _____

John R Spires
Clerk of the Harrison County Commission

Betty Cochran
Deputy Clerk

B-7

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

ROBERT ROY RINGER, JR.,
ADMINISTRATOR OF THE ESTATE

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

CAROLYN SUE RINGER,
DECEASED

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

The Report of Claims and Final Settlement of the accounts of Robert Roy Ringer, Jr., Administrator of the Estate of Carolyn Sue Ringer, deceased, was made before me, Norman T. Farley, Fiduciary Commissioner for Harrison County, West Virginia, and reported as follows:

(SEE ATTACHED ACCOUNTING)

Your Commissioner certifies that pursuant to the requirements of the West Virginia Code, as amended, the County Commission appointed the 5th day of October, 2025, as the time and place for the presentation of claims against said estate and that it gave notice thereof to the creditors and beneficiaries of said estate by publication in the Clarksburg Exponent-Telegram on the 6th and 13th days of August, 2025, the time so fixed being according to law; and that no claims had been filed against the estate.

Your Commissioner certifies that the estate was referred to him as Fiduciary Commissioner on the 31st day of March, 2026.

Your Commissioner certifies that the name of Robert Roy Ringer, Jr., Administrator of the Estate of Carolyn Sue Ringer, deceased, was included in a list of fiduciaries, whose accounts were before your Commissioner for settlement, and said list was published once a week for two successive weeks on the 8th and 15th days of May, 2026, in the Clarksburg Exponent- Telegram, as required by law.

Whereupon, your Commissioner proceeded to make up this Report, in manner and form as prescribed by the West Virginia Code, and the foregoing constitutes the findings of your Commissioner and the Report of Claims and Final Settlement of the accounts of said fiduciary; that the Report was held in his office for ten (10) days for the examination of any persons interested and the filing of exceptions, if any; that ten (10) days having elapsed since said notice was given, and no exceptions thereto having been filed, the same is respectfully offered for confirmation.

Given under my hand this the 20th day of May, 2026.

Norman T. Farley
Fiduciary Commissioner
Harrison County, West Virginia

United States of America

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

ESTATE OF CAROLYN SUE RINGER, DECEASED

Social Security No: 234-72-6327 Date of Death: February 11, 2025

Report of Receipts, Disbursements and Distribution; Affidavit

filed by **ROBERT ROY RINGER JR, ADMINISTRATOR** of the estate of CAROLYN SUE RINGER, as provided by Chapter 44, Article 2, Section 1(b), of the Code of West Virginia, as amended.

RECEIPTS: *(Monies/Income; Proceeds from Sale of Real and/or Personal Property; Interest; Refunds; Advances, Etc.)*

Date Received:	Source:	Amount:
2/14/26	Earnest money deposit for real estate sale fell through-check #1140 from Comfortable Living Props. made payable to Robert Ringer Jr.	$500.00
	Sale of personal property - check #1182 from William Barlow made payable to Bob Ringer	$2,000.00
4/23/26	Proceeds from sale of real estate	$107,750.22
	TOTAL RECEIPTS:	110,250.22

DISBURSEMENTS: *(Paid from Estate Monies/Receipts listed above)*

Date Paid:	Payable to:	Amount:
4/22/26	Tamra Ringer - reimbursement for replacement diswasher for house sale - check #3421 from Robert Ringer).	$622.99
4/22/26	Norman Farley, Esq - fiduciary fees - check #3422 from Robert Ringer).	$360.00
4/22/26	Robert Ringer - reimbursement for bond, recording fees, house locks, postage, utility transfers, trash disposal ck #3424 for $517.01 from Robert Ringer).	$1,629.27
	check for $112.26 from real estate sale proceeds.	
	TOTAL DISBURSEMENTS:	$2,612.26

DISTRIBUTION:

ROBERT ROY RINGER JR 1301 BOLYARD RD, BRUCETON MILLS, WV 26525-6047	SON	42,559.40
TAMRA RINGER 7641 ELIOAK TERREACE, GAITHERSBURG, MD 20879-4527	DAUGHTER	41,589.28
DEBORAH STEWART 204 CHARTERHOUSE AVE, PIEDMONT, SC 29673-8575 Received Vehicle valued at $18,000.00 so dispersment is $12,000.00 less than siblings because she wanted to pay each their $6,000.00 share of vehicle from her dispersment	DAUGHTER	23,489.28
	TOTAL DISTRIBUTION:	107,637.96

AFFIDAVIT:

Robert Roy Ringer Jr. 4/22/26
Date

ROBERT ROY RINGER JR, ADMINISTRATOR
1301 BOLYARD RD
BRUCETON MILLS WV 26525-6047

STATE OF West Virginia

COUNTY OF Harrison, to-wit:

Before the undersigned authority, authorized by law to administer oaths in cases of this character, this day personally appeared ROBERT ROY RINGER JR, ADMINISTRATOR of the Estate of CAROLYN SUE RINGER deceased, who being by me first duly sworn, did depose and say:

That the foregoing Report, dated the 22nd day of April, 2026, is a true and correct Report of all Receipts, Disbursements and Distributions made by me as Administrator/rix through the 22nd day of April, 2026.

The foregoing instrument was acknowledged before me this 22nd day of April, 2026.

My Commission expires: December 12, 2026 Tonya D. Hamrick
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Tonya D Hamrick
West & Jones
917 West Main Street, Building 2, Suite 108
Bridgeport WV 26330
My Commission Expires December 12, 2026

United States of America

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

Affidavit and Waiver of Final Settlement Notice

This day ROBERT ROY RINGER JR reported to the Court a Affidavit and Waiver of Final Settlement for the estate of CAROLYN SUE RINGER, which Affidavit and Waiver of Final Settlement was filed in the office of the Clerk of the Harrison County Commission on the 21st day of May, 2026 and said estate was published in The Clarksburg Exponent-Telegram on the 6th day of August 2025 and was presented to this Court on the _____ day of _____, _____, further it appearing to the Court that more than (10) days have lapsed since the date the report was filed with the Clerk of the Harrison County Commission and no objections being made thereto and no errors appearing upon the face thereof and none appearing to the Court and the Court being satisfied that all requirements of the statute in regard to such settlement have been complied with, same being deemed correct and ordered to be recorded and filed. The said Fiduciary is hereby relieved of further duties, the surety on his/her bond is hereby released therefore, the estate is considered closed.

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

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

John R Spires
Clerk of the Harrison County Commission

B-8

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

ROBERT G. MATHENY, II,
ADMINISTRATOR OF THE ESTATE

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

DOROTHY J. KEHRER,
DECEASED

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

The Amended Report of Claims and Final Settlement of the accounts of Robert G. Matheny, II, Administrator of the Estate of Dorothy J. Kehrer, deceased, was made before me, Norman T. Farley, Fiduciary Commissioner for Harrison County, West Virginia, and reported as follows:

(SEE ATTACHED ACCOUNTING)

Your Commissioner, who has before him the Amended Report of Receipts, Disbursements, and Distribution; Affidavit, which is duly signed and notarized by the personal representative of the **Estate of Dorothy J. Kehrer,** deceased, respectfully reports:

That this estate was originally closed by this Commission on October 5, 2025; however, this estate was reopened on February 12, 2026, to file an Amended Report of Receipts, Disbursements, and Distribution; Affidavit, and said Administrator duly qualified as personal representative of the estate; that this estate was rereferred to Norman T. Farley, Fiduciary Commissioner, on **February 12, 2026;** and,

That notice having been previously given to the creditors and beneficiaries of the estate as to the date upon which proofs of claim were to be received against said estate, no additional notice thereof was required; and,

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

That said personal representative submitted the attached Amended Report of Receipts, Disbursements, and Distribution; Affidavit, duly executed by the personal representative of the Estate of Dorothy J. Kehrer, deceased; and

Your Commissioner further reports that the name of the personal representative was included in a list of all fiduciaries whose accounts were then before him for settlement, which list was prepared by him and caused by him to be published once a week for two successive weeks, as required by law, said publication having been made on the **8th** and **15th days of May, 2026,** in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, and upon completion of said publication, your Commissioner proceeded to make this final Report for the settlement of the accounts of said personal representative.

This Report and attached Amended Report of Receipts, Disbursements, and Distribution; Affidavit, filed herewith and expressly made a part hereof, may be filed as the final report of Robert G. Matheny, II, Administrator of the Estate of Dorothy J. Kehrer, deceased.

GIVEN under my hand this 20th day of May, 2026.

Norman T. Farley
Fiduciary Commissioner
Harrison County, West Virginia

Amended

United States of America

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

ESTATE OF DOROTHY J KEHRER, DECEASED

Social Security No: 233-52-0088 Date of Death: September 01, 2022

Report of Receipts, Disbursements and Distribution; Affidavit

filed by **ROBERT G MATHENY, ADMINISTRATOR** of the estate of DOROTHY J KEHRER, as provided by Chapter 44, Article 2, Section 1(b), of the Code of West Virginia, as amended.

RECEIPTS: *(Monies/Income; Proceeds from Sale of Real and/or Personal Property; Interest; Refunds; Advances, Etc.)*

Date Received:	Source:	Amount:
2/26/24	City National Bank	$56,417.56
3/13/25	JR Plye Auctions @ Ritchie Co	$18,877.00
3/13/25	PIC Account (received from William)	$237,440.53
5/28/25	JR Plye Auctions @ Trolley Lane	$5275.41
7/18/25	Insurance Claim (Farm)	$3088.70

TOTAL RECEIPTS: $318,010.50 + $3088.70

DISBURSEMENTS: *(Paid from Estate Monies/Receipts listed above)*

Date Paid:	Payable to:	Amount:
	See attached paperwork	

TOTAL DISBURSEMENTS:

Administrator 2010
8/11/2025

Date	Num	Transaction	Payment	C	Deposit	Balance
7/11/2025		Mon Power cat: utilities memo: Kehrer Estate Ritchie Co Farm	21.10	X		313,552.47
7/18/2025		Deposit cat: income memo: insurance co $ from Kehrer Estate			will be divided between the sons 3,088.70	316,641.17
8/7/2025	1587	Optimum Contracting cat: miscellaneous memo: Kehrer Estate	880.00			315,761.17
8/11/2025	1588	Sheriff & Treasurer cat: Commission memo: Kehrer Estate	15,900.51			299,860.66
8/11/2025	1599	John Spires, County Clerk cat: miscellaneous memo: final settlement Kehrer Estate	14.00			299,846.66
8/11/2025	1600	Norman Farley cat: miscellaneous memo: fiduciary Kehrer Estate	320.88			299,525.78
11/6/25	1602	William Kehrer Final Disbursement	45,267.08			254258.70
11/6/25	1603	William Kehrer Insurance claim	102957			253,229.13
11/6/25	1604	Frank Kehrer Final Disbursement	62792.50			190,436.63
11/6/25	1605	Frank Kehrer	1029.56			189,407.07
11/6/25	1606	Albert Kehrer Final Disbursement	62792.50			126,614.57
11/6/25	1607	Albert Kehrer Insurance Claim	1029.57			125,585.00
11/6/25	1608	Dianna Lurse Final Disbursement	62792.50			62792.50
11/6/25	1609	Doris Curley Final Disbursement	62792.50			$ 0

Amended
Attached

Amended

		Deposit	
3/2/26	Doris Curley	5162.91	5162.91
3/13/26	Dianna Lose	5162.91	10325.82

Final Settlement was disbursed incorrectly.

		Payment	
3/30/26	William Kehrer	10325.82	0

Disbursements: (Paid from Estate Monies/Receipts listed above) for Dorothy Kehrer

Date Paid:	Payable to:	Amount:
01/11/2024	John Spires County Clerk Qualify	$12.00
04/05/2024	John Spires County Clerk Appraisement	$12.00
05/21/2024	W.Va Insurance Co (Farm)	$537.00
6/13/2024	Cooper Law Office Legal Expense mediation	$120.00
10/01/2024	Mon Power (Farm)	$531.95
11/20/2024	Mon Power (Farm)	$73.42
11/20/2024	Copperhead Electric (repaired electric)	$702.99
01/10/2025	Insurance (on building at the farm)	$48.00
01/14/2025	Utilities	$36.24
01/14/2025	Mon Power (Farm	$41.65
03/14/2025	Mon Power (Farm)	$52.49
04/16/2025	Mon Power (Farm)	$54.04
05/02/2025	W.Va Insurance (Farm)	$537.00
05/21/2025	Mon Power (Farm)	$20.69
05/23/2025	Ritchie County Sheriff (2024 Taxes Farm)	$1657.46
07/11/2025	Utilities	$21.10
08/07/2025	Optimum Contracting (Mowing @ the Farm)	$880.00
08/11/2025	Sheriff's Commission	$15900.51
08/11/2025	John Spires County Clerk Settlement	$14.00
08/11/2025	Norman Farley Fiduciary Commissioner	$320.88
		Total $21,573.42

DISTRIBUTION:

WILLIAM G KEHRER 316 SUMNER STREET, CLARKSBURG, WV 26301	SON	55,592.90
FRANK E KEHRER 12 TETER HEIGHTS, BUCKHANNON, WV 26201	SON	62,792.50
ALBERT P KEHRER 628 LAWMAN AVENUE, BRIGEPORT, WV 26330	SON	62,792.50
DIANNA K URSE 61 KIMBERLY CIRCLE, FAIRMONT, WV 26554	DAUGHTER	57,629.59
DORIS CURLEY 8829 RAMSBURY WAY, WILMINGTON, NC 28411	DAUGHTER	57,629.59

TOTAL DISTRIBUTION: 296,437.08 + 3088.70 =

Total $299,525.78

Insurance Claim For the Farm $3088.70

William Kehrer 1029.57

Albeet Kehrer 1029.57

Frank Kehrer 1029.56

AFFIDAVIT:

Rob G. Matheny Administrator 03/30/26
Date

ROBERT G MATHENY, ADMINISTRATOR
229 S 3RD ST
CLARKSBURG WV 26301

STATE OF West Virginia,

COUNTY OF Harrison, to-wit:

Before the undersigned authority, authorized by law to administer oaths in cases of this character, this day personally appeared ROBERT G MATHENY, ADMINISTRATOR of the Estate of DOROTHY J KEHRER deceased, who being by me first duly sworn, did depose and say:

That the foregoing Report, dated the 30 day of March, 2026, is a true and correct Report of all Receipts, Disbursements and Distributions made by me as Executor/rix through the 30 day of March, 2026.

The foregoing instrument was acknowledged before me this 30 day of March, 2026.

My Commission expires: February 10, 2029 Joni P Childers
Notary Public

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Joni P Childers
Sheriff & Treasurer of Harrison County
229 South 3rd Street
Clarksburg WV 26301
My Commission Expires February 10, 2029

There was also an insurance claim done at the farm for damage to a carport after a STORM.

Amount received from Insurance was 3088.70.

Amount will be divided between the owners of the Farm.

William Kehrer $1,029.56

Al Kehrer $1,029.57

Frank Kehrer $1,029.57

Total Disbursement from Insurance Claim $3088.70

United States of America

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

Report of Receipts, Disbursements and Distribution; Affidavit Notice

This day ROBERT G MATHENY reported to the Court a Report of Receipts, Disbursements and Distribution; Affidavit for the estate of DOROTHY J KEHRER, which Report of Receipts, Disbursements and Distribution; Affidavit was filed in the office of the Clerk of the Harrison County Commission on the 21st day of May, 2026 and said estate was presented to this Court on the _____ day of _____, _____, further it appearing to the Court that more than (10) days have lapsed since the date the report was filed with the Clerk of the Harrison County Commission and no objections being made thereto and no errors appearing upon the face thereof and none appearing to the Court and the Court being satisfied that all requirements of the statute in regard to such settlement have been complied with, same being deemed correct and ordered to be recorded and filed.

I, John R Spires, Clerk of the Harrison County Commission, do certify that the aforesaid Report of Receipts, Disbursements and Distribution; Affidavit, was this day admitted to record therein.

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

John R Spires
Clerk of the Harrison County Commission

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GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
04/01/2026 - 04/30/2026

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	245,893.22	238,544.25	7,348.97	96.20%
COONS RUN O&M AGREEMENT	4,019.21	3,455.83	563.38	1.57%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	3,182.87	1,333.33	1,849.54	1.25%
MISCELLANEOUS/RECONNECT FEES	0.18	824.17	(823.99)	0.00%
QUIET DELL LEASE	-	500.00	(500.00)	0.00%
TAP FEES	2,500.00	666.67	1,833.33	0.98%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	255,595.48	245,324.25	10,271.23	
EXPENSES				
ACCT, BILLING, & COLLECTING	8,939.78	6,490.00	2,449.78	4.21%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
TOWN OF WORTHINGTON	-	-	-	0.00%
CHEMICALS	559.00	190.83	368.17	0.26%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	24,610.85	24,596.00	14.85	11.59%
DIRECTORS FEES	521.44	483.75	37.69	0.25%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	12,157.47	11,551.67	605.80	5.73%
LAB SERVICE	253.00	915.83	(662.83)	0.12%
LABOR	35,351.23	36,732.50	(1,381.27)	16.65%
MAINTENANCE	17,455.83	19,305.00	(1,849.17)	8.22%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	5.00	100.00	(95.00)	0.00%
OUTSIDE SERVICES/CONTRACT LABOR	5,773.44	4,231.67	1,541.77	2.72%
POWER PURCHASED	3,519.53	3,598.33	(78.80)	1.66%
PROPERTY/LIABILITY & INJURIES INSURANCE	2,000.00	2,424.17	(424.17)	0.94%
REGULATORY COMMISSION	-	1,186.67	(1,186.67)	0.00%
RENEWAL & REPLACEMENT	-	15,000.00	(15,000.00)	0.00%
RENT EXPENSE	2,510.00	2,500.00	10.00	1.18%
TAXES	3,057.88	2,859.17	198.71	1.44%
TRANSPORTATION	2,309.32	2,536.67	(227.35)	1.09%
UTILITIES	989.79	822.50	167.29	0.47%
WATER PURCHASED	92,279.27	93,545.00	(1,265.73)	43.47%
TOTAL EXPENSES	212,292.83	229,069.75	(16,776.92)	
NET SURPLUS (DEFICIT)	43,302.65	16,254.50	27,048.15	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
04/01/2026 - 04/30/2026

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	243,494.05	263,062.50	(19,568.45)	89.74%
COONS RUN O&M AGREEMENT	-	-	-	0.00%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.92%
INTEREST INCOME	6,162.89	4,166.67	1,996.22	2.27%
MISCELLANEOUS/RECONNECT FEES	-	88.33	(88.33)	0.00%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	-	166.67	(166.67)	0.00%
UNUSUAL CHARGE	19,184.43	9,141.67	10,042.76	7.07%
TOTAL INCOME	271,341.37	279,125.83	(7,784.46)	
EXPENSES				
ACCT, BILLING, & COLLECTING	1,642.12	1,958.33	(316.21)	0.63%
BRIDGEPORT SANITARY BOARD	13,354.68	9,567.50	3,787.18	5.09%
TOWN OF WORTHINGTON	3,214.39	3,247.50	(33.11)	1.23%
CHEMICALS	-	-	-	0.00%
CLARKSBURG SANITARY BOARD	2,576.42	2,818.33	(241.91)	0.98%
DEBT SERVICE	112,379.86	113,707.50	(1,327.64)	42.86%
DIRECTORS FEES	478.56	484.17	(5.61)	0.18%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	9,314.91	8,714.17	600.74	3.55%
LAB SERVICE	323.00	1,050.00	(727.00)	0.12%
LABOR	22,928.45	27,710.00	(4,781.55)	8.74%
MAINTENANCE	32,993.94	24,733.33	8,260.61	12.58%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	2,882.71	1,641.67	1,241.04	1.10%
OUTSIDE SERVICES/CONTRACT LABOR	15,706.20	15,066.67	639.53	5.99%
POWER PURCHASED	15,822.91	15,491.67	331.24	6.03%
PROPERTY/LIABILITY & INJURIES INSURANCE	-	3,483.33	(3,483.33)	0.00%
REGULATORY COMMISSION	-	1,150.00	(1,150.00)	0.00%
RENEWAL & REPLACEMENT	23,562.97	19,425.00	4,137.97	8.99%
RENT EXPENSE	-	-	-	0.00%
TAXES	1,403.47	2,156.67	(753.20)	0.54%
TRANSPORTATION	2,119.38	2,791.67	(672.29)	0.81%
UTILITIES	1,503.00	2,241.67	(738.67)	0.57%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	262,206.97	257,439.17	4,767.80	
NET SURPLUS (DEFICIT)	9,134.40	21,686.67	(12,552.27)	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
04/01/2026 - 04/30/2026

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	489,387.27	501,606.75	(12,219.48)	92.87%
COONS RUN O&M AGREEMENT	4,019.21	3,455.83	563.38	0.76%
FACILITIES CHARGE	2,500.00	2,500.00	-	0.47%
INTEREST INCOME	9,345.76	5,500.00	3,845.76	1.77%
MISCELLANEOUS/RECONNECT FEES	0.18	912.50	(912.32)	0.00%
QUIET DELL LEASE	-	500.00	(500.00)	0.00%
TAP FEES	2,500.00	833.33	1,666.67	0.47%
UNUSUAL CHARGE	19,184.43	9,141.67	10,042.76	3.64%
TOTAL INCOME	526,936.85	524,450.08	2,486.77	
EXPENSES				
ACCT, BILLING, & COLLECTING	10,581.90	8,448.33	2,133.57	2.23%
BRIDGEPORT SANITARY BOARD	13,354.68	9,567.50	3,787.18	2.81%
TOWN OF WORTHINGTON	3,214.39	3,247.50	(33.11)	0.68%
CHEMICALS	559.00	190.83	368.17	0.12%
CLARKSBURG SANITARY BOARD	2,576.42	2,818.33	(241.91)	0.54%
DEBT SERVICE	136,990.71	138,303.50	(1,312.79)	28.87%
DIRECTORS FEES	1,000.00	967.92	32.08	0.21%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	21,472.38	20,265.83	1,206.55	4.53%
LAB SERVICE	576.00	1,965.83	(1,389.83)	0.12%
LABOR	58,279.68	64,442.50	(6,162.82)	12.28%
MAINTENANCE	50,449.77	44,038.33	6,411.44	10.63%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	2,887.71	1,741.67	1,146.04	0.61%
OUTSIDE SERVICES/CONTRACT LABOR	21,479.64	19,298.33	2,181.31	4.53%
POWER PURCHASED	19,342.44	19,090.00	252.44	4.08%
PROPERTY/LIABILITY & INJURIES INSURANCE	2,000.00	5,907.50	(3,907.50)	0.42%
REGULATORY COMMISSION	-	2,336.67	(2,336.67)	0.00%
RENEWAL & REPLACEMENT	23,562.97	34,425.00	(10,862.03)	4.97%
RENT EXPENSE	2,510.00	2,500.00	10.00	0.53%
TAXES	4,461.35	5,015.83	(554.48)	0.94%
TRANSPORTATION	4,428.70	5,328.33	(899.63)	0.93%
UTILITIES	2,492.79	3,064.17	(571.38)	0.53%
WATER PURCHASED	92,279.27	93,545.00	(1,265.73)	19.45%
TOTAL EXPENSES	474,499.80	486,508.92	(12,009.12)	
NET SURPLUS (DEFICIT)	52,437.05	37,941.17	14,495.88	

GHCPSD - WATER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2025-04/30/2026

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	2,570,310.94	2,385,442.50	184,868.44	97.12%
COONS RUN O&M AGREEMENT	48,646.10	34,558.33	14,087.77	1.84%
FACILITIES CHARGE	-	-	-	0.00%
INTEREST INCOME	17,152.39	13,333.33	3,819.06	0.65%
MISCELLANEOUS/RECONNECT FEES	1,454.80	8,241.67	(6,786.87)	0.05%
QUIET DELL LEASE	3,000.00	5,000.00	(2,000.00)	0.11%
TAP FEES	6,000.00	6,666.67	(666.67)	0.23%
UNUSUAL CHARGE	-	-	-	0.00%
TOTAL INCOME	2,646,564.23	2,453,242.50	193,321.73	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	73,182.71	64,900.00	8,282.71	3.19%
BRIDGEPORT SANITARY BOARD	-	-	-	0.00%
TOWN OF WORTHINGTON	-	-	-	0.00%
CHEMICALS	3,409.00	1,908.33	1,500.67	0.15%
CLARKSBURG SANITARY BOARD	-	-	-	0.00%
DEBT SERVICE	246,108.50	245,960.00	148.50	10.74%
DIRECTORS FEES	4,810.60	4,837.50	(26.90)	0.21%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	122,169.61	115,516.67	6,652.94	5.33%
LAB SERVICE	11,345.10	9,158.33	2,186.77	0.50%
LABOR	367,309.92	367,325.00	(15.08)	16.04%
MAINTENANCE	166,661.68	193,050.00	(26,388.32)	7.28%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	1,027.76	1,000.00	27.76	0.04%
OUTSIDE SERVICES/CONTRACT LABOR	66,266.52	42,316.67	23,949.85	2.89%
POWER PURCHASED	38,076.98	35,983.33	2,093.65	1.66%
PROPERTY/LIABILITY & INJURIES INSURANCE	30,755.75	24,241.67	6,514.08	1.34%
REGULATORY COMMISSION	8,930.12	11,866.67	(2,936.55)	0.39%
RENEWAL & REPLACEMENT	76,135.91	150,000.00	(73,864.09)	3.32%
RENT EXPENSE	25,010.00	25,000.00	10.00	1.09%
TAXES	30,977.45	28,591.67	2,385.78	1.35%
TRANSPORTATION	27,311.70	25,366.67	1,945.03	1.19%
UTILITIES	10,276.52	8,225.00	2,051.52	0.45%
WATER PURCHASED	980,847.85	935,450.00	45,397.85	42.82%
TOTAL EXPENSES	2,290,613.68	2,290,697.50	(83.82)	100.00%
NET SURPLUS (DEFICIT)	355,950.55	162,545.00	193,405.55	

GHCPSD - SEWER DIVISION
INCOME STATEMENT
FOR THE PERIOD
07/01/2025-04/30/2026

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	2,561,220.04	2,630,625.00	(69,404.96)	92.62%
COONS RUN O&M AGREEMENT	-	-	-	0.00%
FACILITIES CHARGE	25,000.00	25,000.00	-	0.90%
INTEREST INCOME	58,112.16	41,666.67	16,445.49	2.10%
MISCELLANEOUS/RECONNECT FEES	4,208.59	883.33	3,325.26	0.15%
QUIET DELL LEASE	-	-	-	0.00%
TAP FEES	1,600.00	1,666.67	(66.67)	0.06%
UNUSUAL CHARGE	115,101.16	91,416.67	23,684.49	4.16%
TOTAL INCOME	2,765,241.95	2,791,258.33	(26,016.38)	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	19,723.09	19,583.33	139.76	0.75%
BRIDGEPORT SANITARY BOARD	76,670.64	95,675.00	(19,004.36)	2.92%
TOWN OF WORTHINGTON	34,002.36	32,475.00	1,527.36	1.29%
CHEMICALS	-	-	-	0.00%
CLARKSBURG SANITARY BOARD	26,063.35	28,183.33	(2,119.98)	0.99%
DEBT SERVICE	1,123,798.60	1,137,075.00	(13,276.40)	42.77%
DIRECTORS FEES	4,389.40	4,841.67	(452.27)	0.17%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	100,115.46	87,141.67	12,973.79	3.81%
LAB SERVICE	9,993.80	10,500.00	(506.20)	0.38%
LABOR	284,786.50	277,100.00	7,686.50	10.84%
MAINTENANCE	326,991.35	247,333.33	79,658.02	12.45%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	18,386.52	16,416.67	1,969.85	0.70%
OUTSIDE SERVICES/CONTRACT LABOR	154,457.16	150,666.67	3,790.49	5.88%
POWER PURCHASED	165,805.58	154,916.67	10,888.91	6.31%
PROPERTY/LIABILITY & INJURIES INSURANCE	26,472.25	34,833.33	(8,361.08)	1.01%
REGULATORY COMMISSION	13,424.17	11,500.00	1,924.17	0.51%
RENEWAL & REPLACEMENT	183,019.00	194,250.00	(11,231.00)	6.97%
RENT EXPENSE	-	-	-	0.00%
TAXES	18,831.17	21,566.67	(2,735.50)	0.72%
TRANSPORTATION	23,943.88	27,916.67	(3,972.79)	0.91%
UTILITIES	16,538.51	22,416.67	(5,878.16)	0.63%
WATER PURCHASED	-	-	-	0.00%
TOTAL EXPENSES	2,627,412.79	2,574,391.67	53,021.12	100.00%
NET SURPLUS (DEFICIT)	137,829.16	216,866.67	(79,037.51)	

GHCPSD - COMBINED
INCOME STATEMENT
FOR THE PERIOD
07/01/2025 -04/30/2026

	ACTUAL	BUDGET	VARIANCE	% OF TOTAL
INCOME				
DOMESTIC SERVICE/LATE CHGS	5,131,530.98	5,016,067.50	115,463.48	94.82%
COONS RUN O&M AGREEMENT	48,646.10	34,558.33	14,087.77	0.90%
FACILITIES CHARGE	25,000.00	25,000.00	-	0.46%
INTEREST INCOME	75,264.55	55,000.00	20,264.55	1.39%
MISCELLANEOUS/RECONNECT FEES	5,663.39	9,125.00	(3,461.61)	0.10%
QUIET DELL LEASE	3,000.00	5,000.00	(2,000.00)	0.06%
TAP FEES	7,600.00	8,333.33	(733.33)	0.14%
UNUSUAL CHARGE	115,101.16	91,416.67	23,684.49	2.13%
TOTAL INCOME	5,411,806.18	5,244,500.83	167,305.35	100.00%
EXPENSES				
ACCT, BILLING, & COLLECTING	92,905.80	84,483.33	8,422.47	1.89%
BRIDGEPORT SANITARY BOARD	76,670.64	95,675.00	(19,004.36)	1.56%
TOWN OF WORTHINGTON	34,002.36	32,475.00	1,527.36	0.69%
CHEMICALS	3,409.00	1,908.33	1,500.67	0.07%
CLARKSBURG SANITARY BOARD	26,063.35	28,183.33	(2,119.98)	0.53%
DEBT SERVICE	1,369,907.10	1,383,035.00	(13,127.90)	27.85%
DIRECTORS FEES	9,200.00	9,679.17	(479.17)	0.19%
EMP. BEN./GROUP INSURANCE/PENSION COSTS	222,285.07	202,658.33	19,626.74	4.52%
LAB SERVICE	21,338.90	19,658.33	1,680.57	0.43%
LABOR	652,096.42	644,425.00	7,671.42	13.26%
MAINTENANCE	493,653.03	440,383.33	53,269.70	10.04%
MISCELLANEOUS EXPENSE	-	-	-	0.00%
OFFICE SUPPLIES & EXPENSE	19,414.28	17,416.67	1,997.61	0.39%
OUTSIDE SERVICES/CONTRACT LABOR	220,723.68	192,983.33	27,740.35	4.49%
POWER PURCHASED	203,882.56	190,900.00	12,982.56	4.15%
PROPERTY/LIABILITY & INJURIES INSURANCE	57,228.00	59,075.00	(1,847.00)	1.16%
REGULATORY COMMISSION	22,354.29	23,366.67	(1,012.38)	0.45%
RENEWAL & REPLACEMENT	259,154.91	344,250.00	(85,095.09)	5.27%
RENT EXPENSE	25,010.00	25,000.00	10.00	0.51%
TAXES	49,808.62	50,158.33	(349.71)	1.01%
TRANSPORTATION	51,255.58	53,283.33	(2,027.75)	1.04%
UTILITIES	26,815.03	30,641.67	(3,826.64)	0.55%
WATER PURCHASED	980,847.85	935,450.00	45,397.85	19.94%
TOTAL EXPENSES	4,918,026.47	4,865,089.17	52,937.30	100.00%
NET SURPLUS (DEFICIT)	493,779.71	379,411.67	114,368.04	

GREATER HARRISON COUNTY PSD - WATER
Statement of Cash Flows
April 2026

OPERATING ACTIVITIES		
Net Income (Loss)	$	43,302.65
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Receivable	$	7,922.91
Accounts Payable	$	(7,114.66)
Customer Deposits	$	2,335.19
Due (From) To Sewer Fund	$	105,475.93
Net cash provided by Operating Activities	$	151,922.02
INVESTING ACTIVITIES		
Fixed Assets Projects	$	(275,024.20)
Interest Income	$	-
Net cash provided by Investing Activities	$	(275,024.20)
FINANCING ACTIVITIES		
5.5 Agreement	$	-
Grants/Loans	$	275,024.20
Net cash provided by Financing Activities	$	275,024.20
Net cash increase (decrease)for period	$	151,922.02
Cash at beginning of period	$	1,626,753.91
Cash at end of period	**$**	**1,778,675.93**
Unrestricted Cash	$	869,974.37
Restricted Cash		
Depreciation Reserve	$	198,832.90
Bond Commission Sweep	$	26,503.00
Construction	$	233.26
ARPA	$	100.00
SB 234	$	63,700.00
Customer Deposits	$	30,009.05
CD-Customer Deposits	$	67,726.79
CD-Depreciation Reserve	$	284,173.56
CD-SB 234	$	237,423.00
Total Restricted Cash	$	908,701.56
Total Unrestricted & Restricted Cash	**$**	**1,778,675.93**
	$	-

GREATER HARRISON COUNTY PSD - SEWER
Statement of Cash Flows
April 2026

OPERATING ACTIVITIES		
Net Income (Loss)	$	9,134.40
Adjustments to reconcile Net Income to net cash provided by operations:		
Accounts Payable	$	(3,338.32)
Customer Deposits	$	2,278.23
Payroll Liabilities	$	(4,703.02)
Due (From) To Water Fund	$	(104,392.90)
Net cash provided by Operating Activities	$	(101,021.61)
INVESTING ACTIVITIES		
Interest Income	$	-
Fixed Assets	$	(722,892.07)
Net cash provided by Investing Activities	$	(722,892.07)
FINANCING ACTIVITIES		
5.5 Agreements	$	-
Loan Payment	$	(848.89)
Draw on Bond & Grants	$	703,342.07
Net cash provided by Financing Activities	$	702,493.18
Net cash increase (decrease) for period	$	(121,420.50)
Cash at beginning of period	$	2,823,873.58
Cash at end of period	**$**	**2,702,453.08**
Unrestricted Cash	$	634,611.27
Restricted Cash		
Construction Account	$	1,851.60
Depreciation Reserve	$	706,459.61
Rural Development Reserve	$	-
Bond Commission Sweep	$	74,383.46
ARPA	$	100.00
SB 234	$	79,000.00
Customer Deposits	$	143,385.98
CD-Customer Deposits	$	112,814.84
CD-Depreciation Reserve	$	683,741.99
CD-Rural Development Reserve	$	28,701.01
CD-SB 234	$	237,403.32
Total Restricted Cash	$	2,067,841.81
Total Unrestricted & Restricted Cash	**$**	**2,702,453.08**
	$	-

C-2

GREATER HARRISON COUNTY P.S.D.

"Meeting held in Town of West Milford Council Chambers"

Agenda
May 21, 2026
9:00 am

Appointments
9:00 am – Call to order

ACTION ITEMS

1. Approve/Edit Previous Minutes
2. Public Comment Period
3. P&B Services, LLC
   - 3.1 Package Plant Report
4. Bennett and Dobbins, PLLC
   - 4.1 Drawdowns – Review, discuss and act.
5. Ruth Ann Messenger – Treasurer – Review, discuss and act
   - 5.1 Sewer Check Register and debit card transactions
   - 5.2 Water Check Register
6. The Thrasher Group, Inc.
   - 6.1 Sewer
     - 6.1.a. Quiet Dell – Review, discuss and act
       - Construction Update
     - 6.1.b. Woodstock Heights Sanitary Sewer Extension Project- Review, discuss and act
       - Update DEP
     - 6.1.c. River Crossings – Review, discuss and act
       - Design Update
     - 6.1.d. 10-year Plan – Review, discuss and act
       - 2026 Review as necessary
   - 6.2 Water
     - 6.2.a. Overall Water Project – Review, discuss and act
       - Construction Update
     - 6.2.b. Buffalo Lake Road Water Line Extension
       - Planning Update
     - 6.2.c. 10-year Plan – Review, discuss and act
       - 2026 Review as necessary
7. Bill Hoover – General Manager
   - 7.1 Water
     - 7.1.a. Water Loss Report
     - 7.1.b. Water Leak Report
     - 7.1.c. General Updates
   - 7.2 Sewer
     - 7.2.a. General Updates

7.3 Good of the District

7.3.a. General Update

8. Sam Harrold – Mountain State Law

8.1 Available for general consult

9. Executive Session

Adjournment of meeting

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C-3

Greater Harrison County
Public Service District

West
26451

Phone: 304-745-3463
Fax: 304-745-5327

www.greaterharrison.com

At the regular meeting of Greater Harrison County PSD held on Thursday April 16, 2026, Chairman James Scudere, Secretary Raymond Leonard, Member Gary Auvil, Member Thomas Michael, and Treasurer Ruth Ann Messenger. Also present were Bill Hoover, General Manager, Matt Evans, Assistant Manager, Zack Dobbins of Bennett and Dobbins, Kylea Radcliff, and Cody Turner of Thrasher Engineering.

1. Minutes and/or Amended Minutes of Previous Meetings: Leonard moved to approve minutes. Board concurred.
2. Public Comment Period: No one present
3. Patrick Lesmann – P&B Services provided by Bill Hoover
   General update – Slip occurred at Bel Meadows package plant. Discussed upkeep of Wood Stock ponds.
4. Zack Dobbins – Bennett and Dobbins
   4.1 Drawdown #16 for Quiet Dell Sewer Project presented. Leonard to approve as presented. Board concurred. Drawdown #17 for Overall Water Project presented. Leonard moved to approve as presented. Board concurred.
   4.2 Presented 6/30/27 budget for water and sewer. Michael moved to approve as presented. Board concurred.
5. Finance Report provided by Zack Dobbins.
   Scudere moved to approve financial transactions as presented. Board concurred. Dobbins provided details on expenses.
6. Thrasher Group, Inc. provided by Kylea Radcliff
   6.1 Sewer
      6.1.a Quiet Dell
      - Construction Update – Contract #1 progress of plant has increased. No change order presented. Starting restorative work on lines, still a lot of clean up and addressing concerns. Easement exhibits have been provided to appraiser for Elkview Builders subdivision. We are waiting to get the walk through scheduled. Concerns on Circle Drive have been inspected by the DOH.

      6.1.b Woodstock Heights Sanitary Sewer Extension Project
      - DEP final inspection with no findings with the plant. A few minor things to be addressed by the contractor remain.

      6.1.c River Crossings
      - EPA completed review, waiting to get permits back then will start rights-of-way.

      6.1.d 10-year Plan Sewer
      - Nothing new to add currently.

   6.2 Water
      6.2.a Overall Water Project
      - Construction Update – Contract #1 change order #2 added a little line work. Duck Creek line is in and McWhorter is all tied back in. All line is in on Rockford Rd. Approximately 81% completed this project. Change order is presented for time extension only. Michael moved to approve as presented. Board concurred. Contract #2 is complete. Contract #3 – Water storage tank. Temporary tanks installed. Tank demo will start next Monday.

      6.2.b Buffalo Lake Road Water Line Extension
      - No update is available currently.

6.2.c 10-year Plan Water

- Nothing new to add currently.

7. Bill Hoover – General Manager

7.1 Water

7.1.a Greater Harrison overall 34%. Lost Creek Mount Clare was at 45%, Valley of Good Hope at 30% and Quiet Dell at 19%. Coon's Run was at 49% overall. Coon's we believe is a miscalculation.

7.1.b Water Leak Report – Lost Creek had zero leaks; Valley of Good Hope had four service leak and Quiet Dell had zero leaks.

7.2 Sewer

7.2.a Nothing out of the ordinary for sewer except for Lakeland Terrace. We will have more work in that area. We have a legal right of way of the Stutler property. We are working with the Health Department on an issue in West Milford on a line that discharges in the river.

7.3 Good of the District

Tank roads need service. Additional meters are needed; Matt would like to go to cellular end points.

8. Sam Harold – Mountain State Law

Not present.

9. Executive Session

9.1 Not needed

Leonard moved to adjourn meeting. Board concurred.

The next regular board meeting will be held on May 21, 2026.

Chairman James I Scudere
James Scudere

Treasurer Ruth Ann Messenger
Ruth Ann Messenger

Secretary _____
Mark Leonard

Member Thomas Michael
Thomas Michael

Member _____
Gary Auvil

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