AMENDED AGENDA

Harrison County Commission Meeting

Wednesday, August 19, 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

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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. --- International Overdose Awareness Day Proclamation

10:10 A.M. --- Estate Hearing – Petition to Accept a Copy of a Will for the Estate of Peggy Joan Lenhardt

10:15 A.M. --- Special Funding Request from Stonewood Parks & Recreation Board for Park Equipment Updates

10:20 A.M. --- Special Funding Request from the Town of Lost Creek requesting $24,450 for a Drainage Project

10:25 A.M. --- Special Funding Request from Healthy Harrison seeking $100,000 strengthen their request for $1 million from the WVFF for statewide expansion

10:35 A.M. --- Proclamation to thank Thaxton, Kleinfelder, and DEP for all their hard work on Rail Trail in Shinnston

NEW BUSINESS – Action Items for Consideration or Approval:

1. **Public Comment Period**
2. **Consent Agenda**
3. **Payroll Change Notices:**
   - **A.** Brittney Stark – Process Server – Resignation – Effective August 10, 2026
   - **B.** Mark Senderak – Law Enforcement – Promoted to Sergeant – Effective August 25, 2026
   - **C.** Mica Love – 911 – Discharge – Effective August 10, 2026
   - **D.** Charles Cooper – 911 – Resignation – Effective August 21, 2026
4. **Minutes and/ or Amended Minutes of Previous Meetings** (NONE)
5. **Requisitions --- Purchase Orders --- Invoices**
   - **A.** ARPA – Sun Valley PSD - $7,438.00
   - **B.** Quotes
   - **C.** Vendor List of Payments
6. **Exonerations --- Corrective Tickets --- Joint Property Applications:**
   - **A.** Exonerations
   - **B.** Corrective Tickets
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.** $16,627.07

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. $7,196.00
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** Contract for Services with Total Assessment Solutions
11. **Review—Discuss—Consider** Request from the Town of West Milford to help fund the installation of an ADA Complaint Door at both the main entrance and the Health Access entrance of their Community Building
12. **Review—Discuss—Consider** Approving the Grafton Tower Lease
13. **Review—Discuss—Consider** GPS Units on County Commission Vehicles
14. **Review—Discuss—Consider** Update on Excess Levy Orders
15. **Review—Discuss—Consider** Update on GSA litigation (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)
16. **Review—Discuss—Consider** Update on MOU with Softball League Association
17. **Review—Discuss—Consider** Purchase of Rt. 19 Property (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)
18. **Review—Discuss—Consider** Request Proposal from CEC for Creation of pads (1 pad or 2 pads) on sections of remaining Ellis Property
19. **Review—Discuss—Consider** Allowing CEC to move forward with making a flat pad for Animal Control
20. **Review—Discuss—Consider** Evaluations of Harrison County Commission Management Employees (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)
21. **Review—Discuss—Consider** Update on the Purchase/Acquisition on Goldizen Property (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)
22. **Review—Discuss—Consider** Rail Trail Advisory Board Bylaws
23. **Review—Discuss—Consider** Appointing Members to the Rail Trail Advisory Board
    A. Harrison County Parks & Rec – Kim Malejko
    B. Harrison County Sheriff's Office – Craig Moore
    C. Harrison County Maintenance Department – Danny Hamrick
    D. Harrison County Planning Department – Charlotte Shaffer
    E. Guardians of the West Fork Watershed – Robert Helfer
    F. Harrison County Recreation Trails Organization – Kent Spellman
    G. Pike Street Bikes – Jason Martin
    H. City of Salem – Valerie Lane

I. City of Clarksburg – Tiffany Fell
J. City of Shinnston – Brendan Gallagher
K. City of Lost Creek – Dave Oliverio

24. **Review—Discuss—Consider** Rescinding the Approval for 2 Rail Trail Deputies and Changing to it to hiring 2 Parks & Rec Employees for those positions
25. **Review—Discuss—Consider** Update from Maintenance Department
26. **Review—Discuss—Consider** Update on Sprinkler System at CCC Building
27. **Review—Discuss—Consider** Completion of FEMA project 4756DR Mt. Clare Rail Trail – Bridge Repair
28. **Review—Discuss—Consider** Update on AMLER Grant
29. **Review—Discuss—Consider** Update on Freight Elevator/ CFIA Grant
30. **Review—Discuss—Consider** Resolution to Accept $5,000 from the Best Friends Animal Society fir their Community Cat/Trap-Neuter-Return Grant Program for Animal Control
31. **Review—Discuss—Consider** Resolution to Accept $100,199 from the FY2027 WV Community Corrections Fund for the Harrison County Community Corrections Program
32. **Review—Discuss—Consider** Resolution to Accept $5,000 from Hope Gas, Inc Grant Program for Harrison County Parks & Rec
33. **Review—Discuss—Consider** Resolution to Accept $94,105 from the FY2027 WV Justice Program Reinvestment Initiative Treatment Supervision Grant Program for Harrison County Community Corrections
34. **Review—Discuss—Consider** Resolution Authorizing the Application to WV DEP Covered Electronic Devices Recycling Grant Program
35. **Review—Discuss—Consider** Request to Travel for Robert Leonard from the Planning Department to go to Reclaim Company in Fairmont, WV for Asbestos Inspector Refresher Training Course on August 14, 2026
36. **Review—Discuss—Consider** Request to Travel for 911 Employees to go to Denise Amber Lee Foundation Training at Valley Park Conference Center in Hurricane, WV on August 23-24, 2026
    A. Tyara Martin
    B. Nina Loar
37. **Review—Discuss—Consider** Request to Travel for 911 Employees to go to Denise Amber Lee Foundation Training in Berkley County on August 26-27, 2026
    A. Rebecca Ayers
    B. Theresa Hawkins
38. **Review—Discuss—Consider** Request to Travel for 911 Employees to go to NENA Center Manger Certification Program at Valley Park Conference Center in Hurricane, WV on September 13-18, 2026
    A. Lorenda McConnell
    B. Lindsay Atha
39. **Administrator's Report**
40. **Commissioner Comments – Questions**

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

A. **Weekly Fiduciary Report from the County Clerk**
    1. July 29, 2026 through August 4, 2026
B. **Monthly Fiduciary Commission Settlements:**
C. **Monthly Minutes/ Financial Information from Various Boards, Committees, and Public Service**
    1. Enlarged Hepzibah PSD Regular Board Meeting Minutes for April 13, 2026
    2. Enlarged Hepzibah PSD Regular Board Meeting Minutes for June 8, 2026
    3. Enlarged Hepzibah PSD Regular Board Meeting Agenda for August 10, 2026
    4. Sun Valley PSD Regular Board Meeting Agenda for August 10, 2026

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

1. **Review—Discuss—Consider** Appointing a New Fiduciary Commissioner

Lou Ann Campbell
2463 Marshville Rd
Salem, WV 26426
304-838-0987

Harrison County Commission
301 West Main Street
Clarksburg, WV 26301

County Commissioners:

I am writing to petition the commission to accept the copy of my mother's will. My brother and I have been unable to locate her original copy. Her attorney that drafted her will is now deceased and his former office is now closed. We have searched every cabinet to no avail. I am asking you to please accept this copy of her will so we may get her estate finalized.

Thank You So Much
For Your Time



Sincerely

Lou Ann Campbell
Executor

LAST WILL AND TESTAMENT

OF

PEGGY JOAN LENHARDT

I, **PEGGY JOAN LENHARDT**, of 3967 Wilsonburg Road, Reynoldsville, Harrison County, West Virginia, being of lawful age and of sound and disposing mind and memory, do make, publish and declare this to be my Last Will and Testament hereby revoking any and all former wills and codicils by me heretofore made.

I

I direct that my Executrix hereinafter named pay all my just debts, funeral expenses and the expenses of administering my estate as soon after my death as is practical. I further direct that any and all estate, inheritance, transfer and succession taxes, including interest and penalties, if any, assessed and payable as a result of my death, be paid out of my gross estate as expenses of administration.

II

I request that my Executrix or Executor hereinafter named distribute my personal property among my family and friends. Any personal property not distributed may be sold and its proceeds placed with the residue of my estate. I give my Executrix or Executor absolute discretion in the distribution of my personal property.

III

I give, devise and bequeath all the rest, residue and remainder of my estate of every kind and character, real, personal and mixed, whatsoever nature and wheresoever situate, unto my children, Lou Ann Campbell and Steven A. Lenhardt, share and share alike, per stirpes and not per capita.

IV

I hereby nominate, constitute and appoint my daughter, Lou Ann Campbell, to serve as Executrix of this my Last Will and Testament and request that she be permitted to serve without

 Peggy Joan Lenhardt
Peggy Joan Lenhardt

bond. If my daughter, Lou Ann Campbell, is unable to serve, I hereby nominate, constitute and appoint my son, Steven A. Lenhardt, to serve as Executor of this my Last Will and Testament and request that he be permitted to serve without bond.

IV

My Executrix or Executor shall have full power and authority to do any and all things necessary for the complete administration of my estate, including the power, without obtaining the order of any Court, to sell at public or private sale, to transfer, assign and convey any of the property, real, personal or mixed, belonging to my estate, to compound, compromise or otherwise settle or adjust any and all claims, charges, debts and demands whatsoever against or in favor of my estate as fully as I could do if living. My Executrix or Executor shall execute, acknowledge and deliver valid deeds and leases on any real estate or minerals I may own at the time of my death, and such leases may be for terms extending beyond the time required for the administration of my estate.

IN WITNESS WHEREOF, I have heretofore signed my name and affixed my seal to this my Last Will and Testament, consisting of two (2) typewritten pages, each of which I have signed at Clarksburg, Harrison County, West Virginia, this 9th day of September, 2021.

Peggy Joan Lenhardt

Signed, published, and declared by the Testatrix, Peggy Joan Lenhardt, as and for his Last Will and Testament in the presence of us, who at his request and in his presence, and in the presence of each other, have hereunto subscribed our names as witnesses this 9th day of September, 2021.

 Peggy Joan Lenhardt

Peggy Joan Lenhardt

STATE OF WEST VIRGINIA
COUNTY OF HARRISON, TO WIT:

Before the undersigned authority, Notary Public in and for the County of Harrison and State of West Virginia, this day personally appeared

Stephen Wickland and Michael D. Selario

who, each of whom having been duly sworn, on their oaths severally depose and say:

That they are the same persons who subscribed their names as attesting witnesses to the affixed Last Will and Testament of Peggy Joan Lenhardt, bearing date the 9th day of September, 2021; that they are each above the age of eighteen (18) years; that the said Peggy Joan Lenhardt, the Testatrix, on the said 9th day of September, 2021, signed, published, and acknowledged the paper writing annexed as and for her Last Will and Testament in their presence; that they believe that at the time the said Peggy Joan Lenhardt, the Testatrix, so signed, published, and acknowledged said paper writing, she was of sound mind and disposing memory and over the age of eighteen (18) years; that at the request of said Peggy Joan Lenhardt, the Testatrix, the undersigned persons on the said 9th day of September, 2021, all signed their names to said paper writing in the presence of said Testatrix, and in the presence of each other as attesting witnesses thereto, all being there present at the same time; and that they are making this affidavit at the request of said Peggy Joan Lenhardt, the Testatrix, to be preserved by her along with said Last Will and Testament, and to be offered in evidence to establish and prove said Last Will and Testament when the same is offered for probate.

Stephen Wickland

Michael D. Selario

Taken, subscribed, and sworn to before me this 9th day of September, 2021.

OFFICIAL SEAL
Notary Public, State of West Virginia
JENNY M YOST
656 South Fifth Street
Clarksburg, WV 26301
My commission expires October 24, 2021

Jenny M. Yost
Notary Public

My commission expires: 10/24/21

This instrument was prepared by:
Stephen A. Wickland
Attorney at Law
424 South Holden Street
Clarksburg, WV 26301

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: August 7th, 2026

Organization Name: Stonewood Parks and Recreation

Name and Title of Requester: Ryan Morgan / Stonewood Parks and Recreation President

Mailing Address of Organization and Responsible Person:

If approved, this is where the check will be sent

Telephone: 304-672-5128 Fax: _____ E-mail: Ryan.L.Morgan@AOL.com

FEIN# 55 600 1429 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: $ 124,000.00

Dollar Amount REQUESTED - Grant: $ 35,000.00 Loan: $ _____

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

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

Purpose of request (one sentence): 3rd street and Maple Park New Equipment

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

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

Funding would go towards the Maple Park Playground equipment. The outdated playground center would be removed and a new Cactus Corner Playground would be installed. The $35,000.00 would go towards the $38,515.00 cost.

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

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

HARRISON COUNTY COMMISSION **SPECIAL FUNDING REQUEST**

(Name of Applicant) Ryan Morgan / RMW 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) Ryan Morgan / RMW, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) Ryan Morgan / RMW 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) Ryan Morgan / RMW 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 RMW / Stonewood Parks and Recreation President **Date** August 7th, 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 Stonewood Parks and Recreation / Ryan Morgan

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)	
Stonewood Parks and Recreation	$ 90,000.00
	$
	$
	$
TOTAL	$

I CERTIFY THAT THE ABOVE INFORAMTION IS CORRECT

Applicant

August 7th, 2026
Date

(Revised 8/19/14)

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: 2-30-26

Organization Name: Town of Lost Creek

Name and Title of Requester: Mayor Dave Olivenio

Mailing Address of Organization and Responsible Person:
Dave Olivenio PO Box 216 Lost Creek WVA 26385
If approved, this is where the check will be sent

Telephone: 304-745-3466 Fax: 304-745-5644 E-mail: LostCreekMayor@gmail.com

FEIN# 550542430 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: $ 59,665.00

Dollar Amount REQUESTED - Grant: $ 24,540 Loan: $

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

Have you previously received funds from the Harrison County Commisson: Y N For Blacktop
If Yes, how much? If funded multi years - list by fiscal year?
When: 2023 ; how much: $ 100,000 Spent $30,000 Bal $70,000
When: ____ ; how much: $ FEMA Funds
When: ____ ; how much: $

Purpose of request (one sentence): Drainage of Property

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

Describe the proposed activities with dollar amounts to be funded by this request:
Copy Attached
Change out Water Lines owned by Greater Harrison
This will be done doing Project for Parking Lot & Street Drainage

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? Council Meeting Photo's + at end of project All will be

(Name of Applicant) Town of Lost Creek 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) Town of Lost Creek, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) Town of Lost Creek 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) Town of Lost Creek 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 Mayor [signature] **Date** 7-30-26

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: _____

Town of Lost Creek - Drainage Improvement Project

Change Order #2 Items

Direct Purchase

Item #	Description	Bid Quantitly		Bid Price	Total Bid Price	Current Quantity		Bid Price	Total Current Price	CO Qty		CO Price	Total CO Price
11	Remove Concrete Sidewalk	0	SF	$ 20.00	$ -	100	SF	$20.00	$2,000.00	0	SF	$20.00	$0.00
40	4" C-900 (DR 18) PVC Waterline	540	LF	$ 24.00	$ 12,960.00	0	LF	$24.00	$0.00	0	LF	$0.00	$0.00
41	4" Cut-In Tee Connection with Plugs	2	EA	$ 950.00	$ 1,900.00	0	EA	$950.00	$0.00	2	EA	$950.00	$1,900.00
42	4" Gate Valve	2	EA	$ 1,400.00	$ 2,800.00	0	EA	$1,400.00	$0.00	2	EA	$1,400.00	$2,800.00
43	Reconnect Services	10	EA	$ 750.00	$ 7,500.00	0	EA	$750.00	$0.00	10	EA	$750.00	$7,500.00
44	Fire Hydrant Remove, Complete	1	EA	$ 8,200.00	$ 8,200.00	0	EA	$8,200.00	$0.00	0	EA	$8,200.00	$0.00
45	6" C-900 (DR 18) PVC Waterline (Install Only)	0	LF	$ -	$ -	0	LF	$0.00	$0.00	540	LF	$35.00	$18,900.00
47	6" Gate Valve (Install Only)	0	EA	$ -	$ -	0	EA	$0.00	$0.00	2	EA	$950.00	$1,900.00
48	Direct Purchase									1	LS	$(8,460.00)	($8,460.00)
				Total Bid =	$ 33,360.00			Total Current =	$2,000.00			Total CO =	$24,540.00

CO #2 Total **$24,540.00**

Previous Contract Amount **$555,155.00**

New Contract Amount **$579,695.00**

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: July 31, 2026

Organization Name: Healthy Harrison Inc

Name and Title of Requester: John Paul Nardelli, Executive Director

Mailing Address of Organization and Responsible Person:
327 Medical Park Drive, Bridgeport WV 26330
If approved, this is where the check will be sent

Telephone: 304-641-8711 Fax: _____ E-mail: john.nardelli@wvumedicine.org

FEIN# 81-1575812 Is your organization an IRS 501(c) 3 not-for-profit? (Y) N
If yes, attach IRS Status Letter Attached
If no, please explain: _____

TOTAL Cost of Project/Activity: $ 1,300,000

Dollar Amount REQUESTED - Grant: $ 100,000 Loan: $ _____

Was project funded previously by HCC? (Y) N If so, when 2024 ; how much: $ 65,000

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: $ 5,000
When: _____ ; how much: $ _____
When: _____ ; how much: $ _____

Purpose of request (one sentence): We are seeking matching funds to strengthen our request for $1 million from the WVFF for statewide expansion.

If for a fair/festival/event, give dates and location: Date: 1/10/2027 Location: Harrison/ Statewide

Describe the proposed activities with dollar amounts to be funded by this request:
Our organization has previously received opioid settlement funding and has demonstrated responsible and effective stewardship by creating uplifting, motivational, and recovery-focused stories that highlight County Commission-funded organizations and show how settlement dollars are advancing prevention, treatment, recovery, and harm reduction. Building the program statewide. We also have secured between $200,000 from other entities, which, together with the requested county contribution, would represent an overall match of 30% of the proposed award. If the Foundation grant is approved, the County Commission's additional investment would be directed specifically toward enhanced programming, outreach, and impact within Harrison County. The county's contribution would be entirely contingent upon approval of our West Virginia First Foundation proposal; if the Foundation grant is not awarded, the County Commission would have no obligation to provide the funds.

Are your financial statements audited by an outside accounting firm? Y (N) We have not paid for an audit. If the grant is contingent on one, we will have it completed
If Yes, by whom:

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

(Name of Applicant) John Paul Nardelli 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) John Paul Nardelli, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) John Paul Nardelli 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) John Paul Nardelli 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 John Nardelli **Date** July 31, 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 Healthy Harrison Inc.

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.

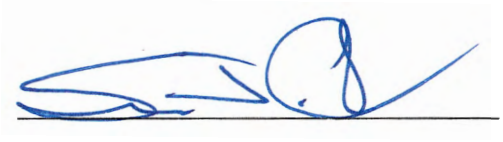
1. Apple Butter Festival - City of Salem
2. Fort New Salem Holiday - Christmas Activity
3. Frontier Days - City of Shinnston ,
4. Glen Elk Village Wine Musical & Art? Festival

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.

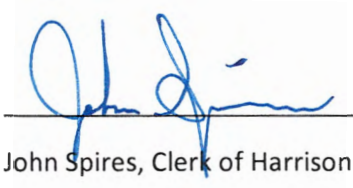
Now, therefore be it further resolved, the Harrison County Commission does hereby direct the administrative staff with the Office of the County Commission to take the necessary steps to communicate and provide this Order to the entities and agencies that have received funding during the past four fiscal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

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



Susan J Thomas, President

Attest:



John Spires, Clerk of Harrison County

Please list the organization's board of directors and officers, if applicable.

1. Amy Haberbosch Wilson, President/ HC Economic Dev Corporation
2. David Hess, Vice President/ United Hospital Center
3. Frank Sutton Treasurer/ United Hospital Center
4. Stephanie Hayhurst Hall, Secretary/ State Farm
5. Anthony Bellotte/ Consultant
6. Gary Bowden
7. Robert Boyles
8. Chad Bundy/ The Harrison County Health Department
9. Scott Davis/ Harrison County Schools
10. Chris Goode/ WVU Medicine
11. Martin Howe/ Consultant
12. Brian Jarvis/ WV News
13. Lisa Lang/ About You Monograms
14. Caroll Morrison/ Notre Dame High School
15. Kelly Nelson/ United Hospital Center
16. Lou Ortenzio/ The Clarksburg Mission
17. M.L. Quinn/ Grant Stars
18. Ken Ramsey/ Bridgeport United Methodist Church
19. Steve Cain/ CEC Consultants
20. Bob Steptoe/ Steptoe and Johnson
21. Gary Hamrick/ Harrison County Community Corrections

CHANGE YOUR STATE
A HEALTHY HARRISON INITIATIVE

Please describe your project below: (attach additional documents if necessary)

Project Objectives

- **Create five high-end video productions** focused on the more difficult and unfortunate realities of the opioid crisis, presenting authentic stories that reflect its true human impact.
- **Highlight the sadness and pain behind these experiences** in a respectful and compelling manner that underscores the real consequences of substance use and discourages drug misuse.
- **Present each story through a prevention-focused lens**, intentionally framing the content to evoke reflection, awareness, and a desire to avoid drugs and pursue healthier choices.
- **Leverage social media platforms** to strategically distribute and amplify the videos, maximizing reach, engagement, and community awareness.
- **Utilize existing marketing and promotional materials,** previously funded through other revenue sources, to further elevate and extend the reach of each story in a cost-effective manner.
- **Host the completed videos on HealthyHarrison.org**, creating a centralized, publicly accessible repository for ongoing education, awareness, and partner sharing.
- **Partner with InnerAction Media** to professionally develop, edit, and distribute the videos, ensuring high production quality, consistent messaging, and effective storytelling.

- Conclusion:
  - Our organization offers a capability few others possess: the ability to shape a powerful, prevention-focused public narrative around the opioid crisis. While others deliver critical services, we elevate the human stories that discourage drug use and amplify the impact of opioid settlement investments.

  - We have a proven record as responsible stewards of these funds, consistently highlighting all County-funded organizations and demonstrating transparency, accountability, and results. Through trusted community relationships, professional media partnerships, and existing marketing infrastructure, we deliver high-impact content efficiently and at scale.

  - Funding our work extends the reach, effectiveness, and prevention value of opioid settlement dollars in a way no single service provider can achieve alone.

Please provide details on how the requested funds from the Harrison County Commission will be used through this project.

Project and Grants Administrator	$10,000
Media Production	$40,000
Distribution	$50,000
Project Cost Total	$100,000

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 05 2017

HEALTHY HARRISON INCORPORATED
227 MEDICAL PARK DR
BRIDGEPORT, WV 26330-0000

Employer Identification Number:
81-1575812
DLN:
26053579001887
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
January 19, 2016
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Harrison County Integrated Advertising Plan

One coordinated campaign across digital media, outdoor advertising, and trusted local news — focused on Harrison County.

PREPARED FOR	PREPARED BY	TOTAL INVESTMENT
Healthy Harrison	**Inner Action Media**	**$100,000**

Campaign Objective

Develop a coordinated advertising campaign that uses existing Harrison County video and creative assets to reach residents throughout Harrison County across digital media, outdoor advertising, and trusted local news channels.

The strategy is designed to create broad awareness while generating repeated exposure throughout the campaign. By combining digital advertising, traditional and digital billboards, and WV News print and digital advertising, Harrison County's message can reach local audiences at home, at work, on the road, and online.

Every media placement and advertising dollar will stay focused on Harrison County. Digital campaigns will be geographically bounded to the county, billboards will be placed on Harrison County roadways, and WV News reaches Harrison County readership directly — keeping the investment concentrated on the communities the funding is intended to serve rather than distributed across the state.

Overall Investment



Digital Advertising	**$30,000**	30%
Outdoor / Billboards	**$30,000**	30%
WV News Print & Digital	**$30,000**	30%
Marketing Consultation	**$10,000**	10%

SECTION ONE — DIGITAL ADVERTISING

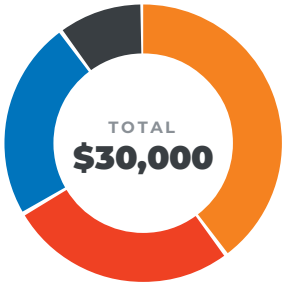
Digital Advertising

INVESTMENT: $30,000

Inner Action Media will repurpose the existing Harrison County video content into a targeted digital advertising campaign focused on reaching audiences within Harrison County.

The campaign will use a combination of social media, online video, streaming television, and digital display advertising. Geographic parameters will be established around Harrison County to concentrate campaign exposure among local audiences.

Recommended Digital Mix



CHANNEL	INVESTMENT	PURPOSE
Facebook & Instagram	**$12,000**	Broad local awareness and repeated exposure
YouTube	**$8,000**	Distribute existing Harrison County video content to local viewers
Streaming TV & Video	**$7,000**	Reach Harrison County audiences while watching streaming content
Digital Display	**$3,000**	Reinforce campaign messaging across websites and mobile apps
Total	**$30,000**	

Geographic Focus

The campaign will be configured to focus advertising delivery within Harrison County, including communities such as **Clarksburg, Bridgeport, Shinnston, Salem, Nutter Fort**, and surrounding areas.

This allows the campaign to concentrate its advertising investment on the people and communities the funding is intended to serve rather than broadly distributing advertising throughout the state.

Projected Delivery

The $30,000 digital advertising investment is projected to generate approximately:

2,000,000–3,000,000 digital advertising impressions

The strategy is designed not only to reach Harrison County audiences but to reach them multiple times throughout the campaign, creating stronger awareness and message retention.

SECTION TWO — OUTDOOR ADVERTISING

Outdoor Advertising

INVESTMENT: $30,000

Outdoor advertising will provide a highly visible physical presence throughout Harrison County and reinforce the messaging residents encounter through digital advertising and WV News.

The outdoor budget will be divided evenly between traditional poster billboards and digital out-of-home billboards.



Traditional Poster Billboards	**$15,000**	50%
Digital Out-of-Home Billboards	**$15,000**	50%

Traditional Poster Billboards

INVESTMENT: $15,000 | 50% OF OUTDOOR BUDGET

Traditional poster billboards will provide consistent, 24/7 exposure in strategic Harrison County locations.

The $15,000 investment will be used to secure high-visibility boards along major traffic corridors and other strategic locations throughout Harrison County.

Traditional boards give the campaign a sustained physical presence and allow key campaign messages to remain visible for extended periods.

Digital Out-of-Home Billboards

INVESTMENT: $15,000 | 50% OF OUTDOOR BUDGET

The remaining outdoor investment will be dedicated to digital billboard placements within Harrison County.

Digital boards provide flexibility to rotate multiple campaign messages and creative throughout the campaign. Existing campaign creative can be adapted for outdoor use, allowing messaging to remain fresh while maintaining a consistent overall campaign identity.

The combination provides the advantages of both formats:

> **Traditional billboards provide consistency and sustained visibility, while digital billboards provide flexibility, message rotation, and additional high-impact exposure.**

SECTION THREE — WV NEWS

WV News Print & Digital Advertising

INVESTMENT: $30,000

WV News will provide a strong local media component to the campaign, combining high-impact print advertising with additional digital exposure.

Recommended WV News Allocation



Print Advertising	**$22,500**	75%
Digital Advertising	**$7,500**	25%

Print Advertising

INVESTMENT: $22,500

The majority of the WV News investment will be dedicated to large, high-impact print placements focused on Harrison County readership.

The strategy will prioritize **full-page Sunday advertisements** to maximize visibility and give the campaign a bold presence in the publication.

Rather than spreading the investment across numerous smaller advertisements, the goal will be to secure the largest and most prominent placements possible throughout the campaign.

The $22,500 print budget will be used to purchase a schedule of full-page Sunday advertisements distributed strategically throughout the campaign period. Final frequency will be based on negotiated rates and available inventory.

WV News Digital Advertising

INVESTMENT: $7,500

The remaining 25% of the WV News investment will extend the campaign to WV News' digital audience.

Digital placements will reinforce the same Harrison County messaging appearing in print, on billboards, and throughout the broader digital campaign.

Existing campaign creative and video content can be adapted for WV News digital properties, creating additional opportunities to reach local readers who primarily consume their news online.

SECTION FOUR — MARKETING CONSULTATION

Marketing Consultation

INVESTMENT: $10,000

In addition to the $90,000 in media, $10,000 is allocated to marketing consultation — the strategic work that sits behind the buy and keeps all three media components operating as one campaign.

This includes campaign strategy and planning, adaptation of the existing Harrison County creative for each placement type, negotiation of rates and inventory with media partners, coordination of scheduling across digital, outdoor, and WV News, and ongoing performance review throughout the campaign.

The result is a single coordinated campaign rather than three separate media buys, with consistent messaging and a consistent geographic focus across every placement.

BRINGING IT TOGETHER

Integrated Campaign Strategy

The strength of this $100,000 plan is that the three major media investments work together rather than operating as separate campaigns.

A Harrison County resident could see the campaign on a billboard during their morning commute, encounter one of the Harrison County videos on Facebook, Instagram, YouTube, or streaming television later that day, and then see the campaign again through WV News in print or online.

This creates repeated exposure across multiple points in a resident's daily life.

Campaign Management & Reporting

Inner Action Media will coordinate the overall media strategy to maintain consistent messaging, appropriate geographic focus, and efficient use of the $100,000 investment.

Campaign performance and placement will be monitored throughout the campaign, with reporting covering digital impressions, audience reach and frequency, video performance, outdoor placements, and WV News print and digital activity.

Final Budget Breakdown



Facebook & Instagram	$12,000	12%
YouTube	$8,000	8%
Streaming TV & Video	$7,000	7%
Digital Display	$3,000	3%
Traditional Poster Billboards	$15,000	15%
Digital Billboards / DOOH	$15,000	15%
WV News Print	$22,500	22%
WV News Digital	$7,500	8%
Marketing Consultation	$10,000	10%

Overall Goal

Create a highly visible, sustained Harrison County campaign that reaches local audiences repeatedly throughout the year — on the road, online, through streaming video, social media, and trusted local news.

By coordinating all $100,000 under one integrated strategy, the campaign can maximize the value of the existing Harrison County creative assets while creating a consistent and recognizable message throughout the county.

3-A

HARRISON COUNTY
SHERIFF AND TREASURER

ROBERT G. MATHENY

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

August 10, 2026

John Spires, Harrison County Clerk
229 South 3rd Street
Clarksburg, WV 26301

Dear Mr. Spires:

Please find enclosed a Payroll Change notice for Brittney Stark. Ms. Stark has resigned her position as Administrative Assistant/ Deputy Process Server effective 8/10/2026. Please pay out available vacation hours if any.

Thank you for your attention to this matter.

Sincerely,

Robert G. Matheny II
Sheriff

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
8/10/2026		| | | - | | - | | | |

NAME	ADDRESS
Brittney Stark	

PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT
		Process	

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 8/10/2026

Pay out vacation hours if any.

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Rhea B. Mastel Jr, shrinker	DATE 8/10/26
HUMAN RESOURCES MANAGER	DATE

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3-B

HARRISON COUNTY
SHERIFF AND TREASURER

ROBERT G. MATHENY

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

August 10, 2026

John Spires, Harrison County Clerk
229 South 3rd Street
Clarksburg, WV 26301

Dear Mr. Spires:

Effective 8/25/2026, Deputy M. R. Senderak has been promoted to the rank of Sergeant and his annual salary will increase to the current rate for Sergeant. Please pay his salary from line item 700-103.

Thank you for your attention to this matter.

Sincerely,

Robert G. Matheny II
Sheriff

PAYROLL CHANGE NOTICE

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
8/25/2026		

NAME	ADDRESS
Mark Senderak	

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

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

TYPE OF LEAVE _____

☐ OTHER (Explain) Effective 8/25/2026promoted to Sergeant-Please pay salary from 700-103

Increase annual salary to current rate for Sergeant

Harrison County Law Enforcement Pay Scale 2026-2027

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Thos H. Mattly III, Sheriff	DATE 8/10/26
HUMAN RESOURCES MANAGER	DATE

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3-C

Harrison County Commission
Payroll Change Notice

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
08-10-2026		| | |-| | |-| | | |

NAME	ADDRESS
Mica Love	

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) Termination effective 08-10-2026
Pay out remaining vacation time

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Andrea D. Bailey	DATE 08-10-2026
HUMAN RESOURCES MANAGER	DATE 8-13-26

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Amsterdam

3-D

Harrison County Commission
Payroll Change Notice

DATE OF CHANGE	EMPLOYEE #	SOCIAL SECURITY NO
08-21-2026		

NAME	ADDRESS
Charles Cooper	

PHONE	CITY/STATE/ZIP	DEPARTMENT	DEPT
		911	

THE CHANGE(S):

☐ 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 - last day of work is 08-21-2026
Pay out remaining vacation time

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Andrew D. Bailey	DATE 8-21-2026
HUMAN RESOURCES MANAGER	DATE 8-14-26

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Amsterdam

5-A

2022S-2062
C-544587
SUN VALLEY PUBLIC SERVICE DISTRICT
IIIB Resolution #19
RESOLUTION OF THE PUBLIC SERVICE DISTRICT BOARD APPROVING INVOICES RELATING TO SERVICES FOR THE SEWER PROJECT AND AUTHORIZING PAYMENT THEREOF,

WHEREAS, the Sun Valley 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") Loan and Debt Forgiveness as well as WV Infrastructure Jobs and Development Council ("IJDC") Grant, Economic Enhancement Grant ("EEG"), 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 Sun Valley PSD has hereby authorized and directed the payment of the attached invoices which comprise Draw #19 as follows:

Vendor	Total	CWSRF Debt Forgiveness	CWSRF Loan	Enhacement Grant	Harrison County ARPA
JD Utility Services LLC	$ 5,000.00	$ -	$ 5,000.00	$ -	$ -
State Equipment Inc	$ 75,138.00	$ 67,700.00	$ -	$ -	$ 7,438.00
Harry Green	$ 43,509.00	$ 43,509.00		$ -	$ -
	$ -		$ -	$ -	$ -
	$ -	$ -	$ -	$ -	$ -
	$ -	$ -		$ -	$ -
Total	$ 123,647.00	$ 111,209.00	$ 5,000.00	$ -	$ 7,438.00

ADOPTED BY the Sun Valley Public Service District, at the board meeting held August 10, 2026

By:

Its: Chairman

Date of Meeting	8/19/2026	QUOTES		
Department	**Vendor**	**Description**	**Price**	**Line Item #**
Commission	Solar Winds	Solarwinds Remote Everywhere / Remote Support	$7,065.15	001-424-341-00
Commission	Lenovo	ThinkPad E16 Laptop	$2,258.00	001-424-459-00
IT				
IT				
Planning				
Process				

COMMISSIONER'S SIGNATURE

COMMISSIONER'S SIGNATURE

COMMISSIONER'S SIGNATURE

5-C

Date of Meeting	8/19/2026	Invoices								
Line Item #	Department Name	Vendor Name	Description Note	General County Fund 001	E-911 007	Vital Services Levy 027	Community Corrections	Community Improvement Fund 026	ARPA Fund	Other as Needed
027-711-213-00	911 Center	City of Bridgeport	Water/Sewer Utility bill for 911 Complex			$322.98				
027-711-216-00	911 Center	Alpha Energy Solutions	PK Tower Unit Replacement			$14,980.00				
027-711-216-00	911 Center	Central Square Tech	Annual Subscription for CAD to CAD Unifty Proj Maintenance			$19,061.32				
027-711-216-00	911 Center	ESRI	3rd yr installment of Agreement for GIS mapping for Dispatch			$17,600.00				
027-711-341-00	911 Center	First Guaranty Bank	All-purpose spray cleaner for JSJOC Charlespointe			$16.05				
027-712-211-00	911 Center	Frontier	Phone bill for 911 Center			$9,411.36				
027-711-211-00	911 Center	Frontier	Phone service for JSJOC Charlespointe			$4,751.19				
027-711-211-00	911 Center	Frontier	Backup data circuit for PK Tower			$766.00				
027-711-459-00	911 Center	Fisher Auto Parts	New battery for PK Tower			$163.95				
027-712-213-00	911 Center	Harrison Rural Electric Association	Utilities 911 Center - Electric bill			$951.88				
027-711-230-00	911 Center	Pace Enterprises	Document Shredding service			$86.00				
027-711-211-00	911 Center	T-Mobile	Monthly cell for Radio Tower sites			$291.21				

027-711-223-00	911 Center	The Water Shop	Bottled Water for JSJOC Charlespointe			$22.50				
027-711-223-00	911 Center	Unifirst Corp	Carpet runner service for JSJOC Charlespointe			$65.00				
027-711-215-00	911 Center	US Bank	Lowes - Cleaning Supplies			$103.76				
027-711-223-00	911 Center	Waste Management	Trash disposal for JSJOC Charlespointe			$205.87				
027-711-222-00	911 Center	WestFax, Inc	Monthly subscription to Enterprise Cloud			$109.85				
027-712-213-00	911 Center	Hope Gas	Gas Utility bill			$29.49				
	911 Center									
	911 Center									
027-715-568-00	Ambulance Authority	Anmoore EMS	July 2026 Allotment - 199 runs			$4,953.11				
027-715-568-00	Ambulance Authority	Bridgeport Fire Dept / EMS	July 2026 Allotment - 136 runs / 110 runs			$6,122.94				
027-715-568-00	Ambulance Authority	City of Salem	July 2026 Allotment - 38 runs			$945.82				
027-715-568-00	Ambulance Authority	Harrison County EMS	July 2026 Allotment - 775 runs			$19,289.75				
027-715-568-00	Ambulance Authority	Nutter Fort VFD	July 2026 Allotment - 13 runs			$323.57				
027-716-223-00	Animal Control	A-1 Exterminating	Pest Control Extermination			$50.00				
027-716-213-00	Animal Control	City of Shinnston	Water Utility bill - 2420 Saltwell Rd			$87.63				
027-716-223-00	Animal Control	Clarksburg Veterinary Hospital	Misc. Vet care for Multi animals in residence			$1,593.00				
027-716-223-00	Animal Control	Clarksburg Veterinary Hospital	Misc. Vet care for Multi animals in residence			$1,641.00				

027-716-223-00	**Animal Control**	Clarksburg Veterinary Hospital	Misc. Vet care for Multi animals in residence			$692.00				
027-716-223-00	**Animal Control**	Clarksburg Veterinary Hospital	Vet Care - Lottie, Paris, Kitten, Jillian, Grey stray, Stray 7, Stray 8			$750.48				
027-716-223-00	**Animal Control**	Clarksburg Veterinary Hospital	Vet Care - Stray 2 Copenhaver, Stray 3 Copenhaver, Guy Gregory, Stray 9 Hill, Settle Poe			$263.10				
027-716-223-00	**Animal Control**	Clarksburg Veterinary Hospital	Vet Care - Health Cert - Schnauzer, Onyx, Ruby, Pearl, Jasper, Poppy, Marigold, Trixie, Dolly, Emmy Lou, Hank jr, Reb			$1,206.65				
027-716-213-00	**Animal Control**	Enterprise Sanitation Inc.	Garbage Bill			$195.73				
027-716-341-00	**Animal Control**	Midwest Veterinary Supply, Inc	Vaccine Restock			$857.50				
027-716-341-00	**Animal Control**	Midwest Veterinary Supply, Inc	(8) TELAZOL 100 mg/ml			$731.60				
027-716-341-00	**Animal Control**	The Water Shop	Water restock for water machine			$29.22				
	Animal Control									
056-406-341-00	**Assessor**	The Water Shop	Bottled water							$92.00
056-406-341-00	**Assessor**	Visual Edge IT, LLC	Toner Cartridges							$2,159.91
	Circuit Clerk									
	Circuit Clerk									
	Circuit Clerk									
001-916-568-00	**Commission**	Clarksburg-Harrison Public Library	1st Quarter Levy Allotment FY26-27	$72,393.50						

001-424-211-00	**Commission**	CityNet	Monthly phone/Internet for courthouse	$11,825.11						
001-424-230-00	**Commission**	A-1 Exterminating Co	Pest Control Contract - Senior Center	$90.00						
001-424-230-00	**Commission**	A-1 Exterminating Co	Pest Control Contract - Sheriff Office	$90.00						
001-424-230-00	**Commission**	A-1 Exterminating Co	Pest Control Contract - GSA Building	$210.00						
001-424-230-00	**Commission**	A-1 Exterminating Co	Pest Control Contract - Old DHHR Building	$173.25						
001-424-216-00	**Commission**	Alpha Energy Solutions	HVAC work at GSA Building	$670.00						
001-424-216-00	**Commission**	Alpha Energy Solutions	Replacement work of Courthouse supply air sensors	$780.00						
027-950-568-00	**Commission**	Bi County Nutrition	1st Quarter Levy Allotment FY26-27			$17,750.00				
001-424-211-00	**Commission**	Charter Communications	Internet/Phone bill	$229.99						
027-950-568-01	**Commision**	Child Advocacy Center	1st Quarter Levy Allotment FY26-27			$7,500.00				
001-401-218-00	**Commission**	Fedex	Postage Services for Commission	$81.25						
001-717-343-00	**Commission**	Fleetcor - dba Fuelman	Gas purchases - Mult dept.	$26,176.49						
001-424-211-00	**Commission**	Frontier	Phone/Internet - Courthouse	$367.32						
001-401-458-08	**Commission**	Harrison County Bank	September Airport Property Payment	$34,395.48						
027-952-568-00	**Commission**	Harrison County Senior Citizens Center, Inc	1st of Semi Annual Levy Allotment FY26-27 for Senior Center			$95,000.00				
027-800-568-00	**Commission**	Harrison - Clarksburg Health Department	1st Quarter Levy Allotment FY26-27			$48,449.00				

027-802-568-00	**Commission**	Health Access	1st Quarter Levy Allotment FY26-27			$17,750.00				
001-424-341-00	**Commission**	Liberty Distibutors, Inc.	Supply restock - Can liners, Pledge, Febreeze	$513.00						
001-424-213-00	**Commission**	MonPower	Utility bill for GSA Building	$31,820.12						
001-424-230-00	**Commission**	Pace Enterprises	Document Shredding service	$204.00						
001-424-341-00	**Commission**	RD Wilson Sons & Co	Office supply restock: Pledge, Aerosol Spray	$176.64						
001-717-343-01	**Commission**	Roger King	Deputy Fuel Reimbursement	$69.06						
001-424-459-01	**Commission**	Schindler Elevator	New Elevator work done in Courthouse	$200,401.42						
001-401-223-01	**Commission**	Simmerman Law Office, PLLC	Attorney Fees	$27,649.71						
01-401-341-00	**Commission**	Stationers	Markers, sharpies restock	$1,549.11						
207-442-567-03	**Commission**	Sun Valley PSD	ARPA Funds Request						$7,438.00	
001-424-211-00	**Commission**	T-Mobile	Phone/Internet - 301 W. Main Street	$322.25						
001-424-211-00	**Commission**	T-Mobile	Monthly Mobile-Internet bill for Commission	$131.77						
001-424-211-00	**Commission**	T-Mobile	Monthly Mobile-Internet bill for Commission	$444.83						
001-416-341-00	**Commission**	The Water Shop	Bottled Water for Courthouse - Family Court , Magistrates , Jury Rooms	$223.00						
001-424-341-00	**Commission**	The Water Shop	Bottled Water for Commission	$66.00						
001-424-214-00	**Commission**	The Wells Group, Inc.	Concrete for Courthouse Sidewalk	$6,940.00						
001-424-230-00	**Commission**	UniFirst	Carpet Cleaning Contract for Courthouse	$265.66						

001-424-230-00	**Commission**	UniFirst	Carpet Cleaning Contract for Courthouse	$241.34						
001-424-341-00	**Commission**	US Bank	Amazon - Magnetic Printable Business Cards	$45.60						
001-401-214-00	**Commission**	US Bank	Hotel Reimbursement for Meeting	$226.60						
001-424-341-00	**Commission**	US Bank	Amazon - Key Caps for Organization	$13.99						
001-424-213-00	**Commission**	US Bank	Greater Harrison County PSD - Water Bill	$52.20						
001-424-219-00	**Commission**	Visual Edge IT	Copier Rental for Prosecuting Attorney	$309.20						
001-424-341-00	**Commission**	Visual Edge IT	Black Toner for Assessor	$574.97						
001-424-213-00	**Commission**	Waste Management	Utility Bill for Commission	$320.78						
072-731-223-00	**Community Corrections**	Alcohol Monitoring Systems, Inc	CAM Daily Monitoring Fee / Remote Breath Monitoring				$2,262.66			
072-731-222-00	**Community Corrections**	BestNotes, LLC	Monthly Fee				$631.00			
072-731-341-00	**Community Corrections**	Christina Murphy	National Night out (candy)				$20.21			
072-731-235-00	**Community Corrections**	DMV / Safety & Treatment Services	Safety & Treatment Classes (July 2026)				$1,250.00			
072-731-223-00	**Community Corrections**	Laboratory Services Acct / Redwood Toxicology Lab	Urine Analysis				$7,478.30			
072-731-223-00	**Community Corrections**	Micro Distributing, II LTD	Hair Mega Panel 16 Panel UA Other Substances				$44,589.90			
072-731-341-00	**Community Corrections**	Oliverio's Ristorante	Advisory Board Lunch				$261.00			

072-731-223-00	**Community Corrections**	OpAns	DBS Toxicology Panels				$2,900.00			
072-731-221-00	**Community Corrections**	Solid Ground Therapy Services	Clinical Supervision (July 2026)				$250.00			
072-731-341-00	**Community Corrections**	Visual Edge IT	HP Laser Jet Toners				$493.96			
001-402-341-00	**County Clerk**	James & Law	Updated Notary Stamp - Courtney Flesher	$30.95						
001-402-341-00	**County Clerk**	James & Law	Updated Notary Stamp - Micah Fisher	$30.95						
001-424-341-00	**County Clerk**	The Water Shop	Bottled Water for County Clerk Dept	$54.00						
	County Clerk									
	County Clerk									
	County Clerk									
001-424-341-00	**Courthouse Security**	The Water Shop	Bottled Water	$24.00						
001-424-225-00	**Courthouse Security**	Skasiks Cleaners	Dry Cleaning Services	$70.50						
001-717-217-00	**County Garage**	Chenoweth Ford	Parts - Shock Absorber Plate # SO4246	$168.83						
001-717-217-00	**County Garage**	Chenoweth Ford	Parts - TPMS Sensor Plate # SO4338	$175.23						
001-717-217-00	**County Garage**	Chenoweth Ford	Parts, Sensor & Deflector - Plate # SO4174 /	$307.42						
001-717-341-00	**County Garage**	Fisher Auto Parts, Inc	Shop Supply- Silent Stop BrakeClean	$165.41						
001-717-341-00	**County Garage**	Fisher Auto Parts, Inc	Supplies - Windshield Washer Solvent	$199.80						
001-717-217-00	**County Garage**	Fisher Auto Parts, Inc	Differential Pinion Seal for Plate # S0454	$4.88						

001-717-341-00	**County Garage**	Fisher Auto Parts, Inc	Shop Supply- White Tire Lettering Stick, Yellow Tire Marking Crayon, Oil Grease 14 oz Cartridge	$109.73						
001-717-217-00	**County Garage**	Jack's Muffler	Muffler for 2014 Taurus	$280.00						
001-717-341-00	**County Garage**	Whaley Distributing	Acct #HARCOC - Materials & Supplies	$159.48						
001-424-343-00	**County Garage**	Wholesale Tire, Inc	Goodyear Eagle RS A Plus	$234.00						
	Fire Department									
008-705-211-00	**Home Incarceration**	T-Mobile	Cell Phones							$356.64
008-705-341-00	**Home Incarceration**	Buddi US LLC	Smart Tags							$5,354.20
	Home Incarceration									
001-424-459-00	**I.T.**	Amazon	(7) Server Rails	$415.17						
001-424-219-00	**I.T.**	Black Diamond Equipment Rental	Room lift for Employee Parking Lots, camera installation	$822.50						
001-424-459-00	**I.T.**	Surefire Cyber Inc	Cyber Incident Resiliency	$25,000.00						
001-424-341-00	**I.T.**	State Electric Supply Co.	Batasla 12 Volt Battery	$390.72						
	I.T.									
001-700-223-00	**Law Enforcement**	Advantage Occupational Medicine	New Hire Drug Screening	$65.00						
001-700-345-00	**Law Enforcement**	Benny's Boot Hill	Safety Toe Shoe - Kraemer	$98.91						

001-700-223-00	**Law Enforcement**	Bridgeport Express Care Inc	DOT Physical - Fiber	$85.00						
001-700-341-00	**Law Enforcement**	Command Communications	Replacement Motorola Radio Batteries	$422.42						
023-725-341-00	**Law Enforcement**	First Guaranty Bank	Candy for NNO	$119.03						
001-700-223-00	**Law Enforcement**	First Guaranty Bank	Multi line items - Sheriff Dept	$1,903.93						
001-700-214-00	**Law Enforcement**	First Guaranty Bank	National Tactical Training	$7,236.01						
001-700-221-00	**Law Enforcement**	FBI National Academy Associates	Camp Dawson - Richardson, Mealey, Vernon, Barnett, Shingleton, Hall, Lattea	$695.00						
001-700-223-00	**Law Enforcement**	Industrial Organizational Solutions	Exams - Deputy Sheriff	$325.00						
001-700-223-00	**Law Enforcement**	Kaisers Coffee	Coffee Supplies	$36.95						
001-700-211-00	**Law Enforcement**	Optimum	Internet Service	$156.02						
001-700-225-00	**Law Enforcement**	Skasiks Cleaners	Dry Cleaning	$474.00						
001-700-459-00	**Law Enforcement**	Steel City Drones, LLC	Replacement Drone Propellers	$170.00						
001-700-219-00	**Law Enforcement**	T-Mobile	Cell Bill	$1,774.37						
001-700-223-00	**Law Enforcement**	Theodore A Glance	Pre-Employment Evaluations for New Hires	$3,100.00						
001-700-345-00	**Law Enforcement**	Trapuzzano's	Uniforms - Bartlett, Kerby, Davisson	$5,145.85						
001-700-345-00	**Law Enforcement**	Trapuzzano's	Various Uniform Stock items	$3,678.92						
	Magistrate									
	Magistrate									

001-717-217-00	**Maintenance**	Amtower Auto (Napa Auto Parts)	Maintenance Trailer Supplies and Parts	$67.68						
001-424-341-00	**Maintenance**	Lowes	Maintenance Trailer & Shop Supplies - 4 Gallon Poly Wet/Dry Vac	$131.93						
001-424-341-00	**Maintenance**	State Electric Supply Co	Supplies - GSA Rack Screws	$52.80						
027-900-215-01	**Parks & Rec.**	Ace Aggregates	Clean gravel for parks			$857.71				
027-900-215-00	**Parks & Rec.**	Amtower Auto Supply	Oil for Parks Trucks			$166.84				
027-900-223-00	**Parks & Rec.**	Carol Brown	Tai Chi course for Parks			$210.00				
027-900-211-00	**Parks & Rec.**	Charter Communications Spectrum	Spectrum bill - July 2026			$225.30				
027-900-213-00	**Parks & Rec.**	Clarksburg Water Board	Monthly Water - Wallace Park			$32.51				
027-900-213-00	**Parks & Rec.**	Enlarged Hepzibah PSD	Monthly Water / Sewer payment - Spelter Park			$87.49				
027-900-213-00	**Parks & Rec.**	Enterprise Sanitation, Inc.	Garbage Utility Bill for Parks & Rec			$483.31				
027-900-219-00	**Parks & Rec.**	First Citizens Bank	Montly Copier Rental			$172.00				
027-900-341-00	**Parks & Rec.**	First Guaranty Bank	State Equipment Parts, Blades for Zero turn mower			$72.48				
027-900-215-00	**Parks & Rec.**	Marsh Hardware				$256.60				
027-900-219-00	**Parks & Rec.**	M & M Septic Pumping	Monthly rent - Porta John for Wallace x 2			$254.40				
027-900-213-00	**Parks & Rec.**	MonPower	Utility Bill for Summit Park Field			$5.68				
027-900-213-00	**Parks & Rec.**	MonPower	Utility Bill for Ellis Sunset Flea Market			$530.49				
027-900-215-00	**Parks & Rec.**	Sandy's Hardware	Driveway marker			$53.85				
027-900-215-00	**Parks & Rec.**	Sandy's Hardware	Maintenance supplies			$54.12				

027-900-341-00	**Parks & Rec.**	Shinnston Ace Hardware	Gloves, safety glasses fastners, scratcher blade			$105.63				
027-900-341-00	**Parks & Rec.**	SwagGear Shayla Swiger	T-shirts for Maintenance			$372.00				
027-900-230-00	**Parks & Rec.**	Unifirst Corp	Weekly rug cleaning			$54.24				
027-900-230-00	**Parks & Rec.**	Unifirst Corp	Weekly rug cleaning			$54.24				
027-900-222-00	**Parks & Rec.**	Warehouse Kids LLC	Summer camp food			$990.00				
027-900-215-00	**Rail Trail**	Ace Aggregates	Crusher Run for North Rail Trail			$134.66				
027-900-215-00	**Rail Trail**	Ace Aggregates	Crusher Run for North Rail Trail			$347.54				
001-439-221-00	**Planning**	Reclaim Co	Asbestos Inspector Refresher Training Course	$250.00						
	Planning									
001-701-219-00	**Process**	T-Mobile	Cellular Bill Account 222021687	$127.74						
001-701-341-00	**Process**	The Water Shop	Bottle water	$24.00						
001-701-225-00	**Process**	Skasiks Cleaners	Dry Cleaning Process	$114.80						
001-405-222-00	**Pros Atty**	Visa	Multi vendor - Staples, Zoom, Amazon	$841.83						
001-405-230-00	**Prosecutor's Office**	AT& T	Phone Service	$276.57						
001-405-240-00	**Prosecutor's Office**	Tara Perri	Amazon-Reimbursements (Coffee)	$175.66						
001-405-223-00	**Prosecutor's Office**	Emma Zirkle, CCR	Transcript and Hearing	$215.00						
	Prosecutor's Office									

027-900-215-00	**Rail Trail**	Ace Aggregates	3/4 " Crusher for North Rail Trail			$220.65				
001-704-344-00	**Regional Jail**	WV Regional Jail	Inmate Housing for July 2026	$199,168.53						
	Security									
	Senior Center									
001-404-232-00	**Sheriff & Treasurer**	Visa (First Guaranty Bank)	Misc. Office Supplies (Amazon)	$334.74						
001-404-102-00	**Sheriff & Treasurer**	Robert G Matheny II	Sheriff Commission for Fiscal Year ending June 30, 2026	$30,000.00						
001-401-240-00	**Sheriff & Treasurer**	Sherriff & Treasurer of Harrison County	Keavney Estate Appraisal of house / Mowing & Cleanup for June and July	$1,322.40						
001-424-219-00	**Sheriff & Treasurer**	Visual Edge IT	Copier Rental for Sheriff	$189.95						
	Sheriff & Treasurer									
	Sheriff & Treasurer									
001-703-341-00	**Staging**	The Water Shop	Bottled Water	$48.00						
001-412-103-02	**WVU Extension**	Harrison County 4-H Leaders Association	ECI Salaries for 2026 4-H County Camp	$3,000.00						
				$710,515.25	**$0.00**	**$300,862.25**	**$60,137.03**	**$0.00**	**$7,438.00**	**$7,962.75**
						Grand Total:	**$1,086,915.28**			

Commissioner's Signature

8/19/2026

Date of Meeting

Sent to Bookkeeping to be paid early

Commissioner's Signature

Commissioner's Signature

CT-PP144

CORRECTIVE TICKET

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **MARLIN LEASING INC %PROPERTY TAX DEPT** whose address is, PO BOX 31308 CHARLOTTE, NC 28230-1308, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **0.00** on **ME - MACHINERY**, Class **4** in **UNION-WEST MILFORD**, Harrison County, West Virginia, which should have been assessed at **7471.00**, Class **4** in and for the year **2026**. 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, and that a corrected assessment and the payment of the correct taxes so assessed in and for the year **2026**, as described below, be so ordered.

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

Create a ticket value of 7471 at a class rate of levy to properly assess. Value was keyed in error should have been an assessed value of 7471.

District: **21 - UNION-WEST MILFORD**
Account No. **3091289**
Ticket No.
Tax Year **2026**

Amount Exonerated: **$0.00**
Corrected Ticket Amount: **$206.33**
TIF: **#**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

EX-PP146

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **B-SQUARE CONSTRUCTION LLC BENJAMIN RUSSELL** whose address is, 4342 SALTWELL RD BRIDGEPORT, WV 26330-7283, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **8258.00** on **2008 CHEVROLET TAHOE UTILITY**, Class **3** in **SIMPSON-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **3** in and for the year **2026**, resulting in a difference in assessed value of **8258.00**. 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 **2026**, 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 2008 CHEVROLET TAHOE. Please remove the 08 CHEV TAHO (8258) from the vehicle description. VEHICLE IS ON PERSONAL ACCOUNT #3021813

District: **15 - SIMPSON-OUTSIDE**
Account No. **3046437**
Ticket No. **318369**
Tax Year **2026**

Amount Exonerated: **$186.77**

PRESENT: Prosecuting Attorney

(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

EX-PP147

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **B-SQUARE CONSTRUCTION LLC** whose address is, 4342 SALTWELL RUN RD BRIDGEPORT, WV 263307283, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **6315.00** on **2008 CHEVY TAHOE**, Class **3** in **SIMPSON-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **3** in and for the year **2025**, resulting in a difference in assessed value of **6315.00**. 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 2008 CHEVY TAHOE. Please remove the 08 CHEV TAHO (6315) from the vehicle description. VEHICLE IS REPORTED ON PERSONAL ACCT#3021813.

District: **15 - SIMPSON-OUTSIDE**
Account No. **3046437**
Ticket No. **1500000250S**
Tax Year **2025**

Amount Exonerated: **$147.14**

PRESENT: Prosecuting Attorney

(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

EX-PP142

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **GREAVER MICHAEL M** whose address is, 74 BROOKLYN ST SHINNSTON, WV 26431-1399, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **10755.00** on , Class **4** in **CLAY-SHINNSTON**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **4** in and for the year **2026**, resulting in a difference in assessed value of **10755.00**. 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 **2026**, 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 10755 at a class 4 rate of levy to correct the overcharge. Cancel this ticket and mark improper for the 2026 tax year.

District: **06 - CLAY-SHINNSTON**
Account No. **3061269**
Ticket No. **308197**
Tax Year **2026**

Amount Exonerated: **$323.92**

PRESENT: Prosecuting Attorney

(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

EX-PP151

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **GROGG LISA D** whose address is, PO BOX 511 LOST CREEK, WV 26385-0511, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **3075.00** on **2015 BUICK ENCORE UTILITY**, Class **3** in **GRANT-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **3** in and for the year **2026**, resulting in a difference in assessed value of **3075.00**. 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 **2026**, 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 15 Buic Enco. Please remove the 15 Buic Enco from the vehicle description.

District: **12 - GRANT-OUTSIDE**
Account No. **3025628**
Ticket No. **315918**
Tax Year **2026**

Amount Exonerated: **$69.55**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

EX-PP148

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **PENNY MARSHA J** whose address is, 236 VERMONT AVE CLARKSBURG, WV 26301-3859, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **1035.00** on **2008 CHRYSLER SEBRING CONVERTIBLE**, 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 **1035.00**. 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 08 CHRY SEBR. Please remove the 08 Chry Sebr from the vehicle description.

District: **03 - CLARK-CLARKSBURG** Amount Exonerated: **$31.88**

Account No. **3012297**

Ticket No. **804347**

Tax Year **2025**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

EX-PP140

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **ROME ANTHONY P & PAULA L** whose address is, 111 PAR DR BRIDGEPORT, WV 26330-7206, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **1485.00** on **2006 BMW Z4 ROADSTER**, Class **3** in **SIMPSON-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **3** in and for the year **2026**, resulting in a difference in assessed value of **1485.00**. 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 **2026**, 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 2006 BMW Vehicle assessed on #3093392. Exonerate a value of 1485 at a class 3 rate of levy to correct the overcharge. Please remove the 06 BMW z4 (1485) from the vehicle description. Please remove Paula's name from tax ticket.

District: **15 - SIMPSON-OUTSIDE**
Account No. **1538624**
Ticket No. **319927**
Tax Year **2026**

Amount Exonerated: **$33.59**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

EX-PP141

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **ROME ANTHONY P & PAULA L N22 24** whose address is, 111 PAR DR BRIDGEPORT, WV 26330-7206, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **1635.00** on **2006 BMW Z4**, Class **3** in **SIMPSON-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **3** in and for the year **2025**, resulting in a difference in assessed value of **1635.00**. 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 2006 BMW Z4. Exonerate a value of 1635 at a class 3 rate of levy to correct the overcharge. Please remove the 06 BMW Z4 (1635) from the vehicle description. Please remove Paula's name from tax ticket.

District: **15 - SIMPSON-OUTSIDE**
Account No. **1538624**
Ticket No. **1500000153s**
Tax Year **2025**

Amount Exonerated: **$38.10**

PRESENT: Prosecuting Attorney

(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR

APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR

EX-PP145

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **SHIFLET BRADLEY G** whose address is, 116 COLEMAN AVE CLARKSBURG, WV 26301-2502, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **7860.00** on **2019 SUBARU FORESTER WAGON**, Class **4** in **COAL-CLARKSBURG**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **4** in and for the year **2026**, resulting in a difference in assessed value of **7860.00**. 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 **2026**, 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 SUBA FORE. Please remove the 19 SUBA FORE (7860) from the vehicle description.

District: **08 - COAL-CLARKSBURG** Amount Exonerated: **$236.73**

Account No. **2228501**

Ticket No. **311933**

Tax Year **2026**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

EX-PP133

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **TITUS TIMOTHY WAYNE JR** whose address is, 57 LICK RUN RD SALEM WV 264268241, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **876.00** on **REMOVE 95 STARCRAFT, 95 TRLR & 07 LOWE BOAT**, Class **3** in **TENMILE-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **0.00**, Class **3** in and for the year **2026**, resulting in a difference in assessed value of **876.00**. 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 **2026**, 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 95 Star BM&T 95 Esco Trllr, 07 Lowe Trlr. Please remove the above vehicles from the vehicle description.

District: **18 - TENMILE-OUTSIDE**
Account No. **1821504**
Ticket No. **326398**
Tax Year **2026**

Amount Exonerated: **$19.81**

PRESENT: Prosecuting Attorney

APPROVED: President, County Commission

(or)

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR

EX-PP152

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 19th day of August, 2026 issued the following order, which was made and entered, to-wit:

Upon application of RVALDEZ for **TRADER LOUETTA L** whose address is, 56 WATKINS LN CLARKSBURG, WV 26301-2504, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **2451.00** on **2006 CHEVROLET SILVERADO 1500**, Class **4** in **COAL-CLARKSBURG**, Harrison County, West Virginia, which should have been assessed at **1710.00**, Class **4** in and for the year **2026**, resulting in a difference in assessed value of **741.00**. 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 **2026**, 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 2006 Chevy, vehicle terminated August 2024. Exonerate a value of 1710 at a class 4 rate of levy to correct the overcharge. Please remove the 06 Chev Silv (1710) from the vehicle description.

District: **08 - COAL-CLARKSBURG**
Account No. **3050912**
Ticket No. **312109**
Tax Year **2026**

Amount Exonerated: **$22.32**

_____
PRESENT: Prosecuting Attorney

(or)

_____
PRESENT: Tax Commissioner

_____
ATTEST: County Clerk

ASSESSOR _____

_____
APPROVED: President, County Commission

ORDER ENTERED TO STATE AUDITOR
_____

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. (08/19/26)

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 **$16,627.07**

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **16,627.07.** 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) **$16,627.07** 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 **19th day of August, 2026.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

UMB Bank	Invoice #1054996	Date: 07/08/2026	$2,681.33
MuniCap, Inc.	Invoice #072026-207	Date: 07/28/2026	$6,193.75
Steptoe & Johnson	Invoice #1273947	Date: 07/28/2026	$7,751.99
		Total	**$16,627.07**

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. 125 (08/19/26)

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 **$7,196.00** As set forth in the invoices attached hereto, of the total amount of such disbursement:

(a) **$ -0-** is to be paid to the Issuer, 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) **$7,196.00.** 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 **19th day of August, 2026.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

MuniCap, Inc.	Invoice #072026-402	Date: 07/28/2026	$ 2,190.00
UMB Bank	Invoice #1057448	Date: 07/20/2026	$ 5,006.00
	Total		**$ 7,196.00**

CONTRACT FOR SERVICES

THIS AGREEMENT is made and entered into by and between ***Harrison County Assessor's Office***, a political subdivision of the State of West Virginia, by and through its BOARD OF COUNTY COMMISSIONERS ("County") and **Total Assessment Solutions Corp**. ("TASC"), an Arkansas Corporation, of Glenwood, Arkansas.

FOR AND IN CONSIDERATION of their mutual undertakings and of the mutual promises and covenants contained herein, the sufficiency of which consideration is hereby acknowledged, the parties agree as follows:

Section A: Duties of TASC

I. TASC agrees to provide the following services for all producing & non-producing oil & gas wells, saltwater disposal wells, road crossings, gas plants and/or compressor stations where access is allowed.

A. GPS the following items with an accuracy rate of within one meter;
   1. Well Bores
   2. Compressors
   3. Gas Meters
   4. Pipeline Marker or Crossings
   5. Gas Plants & Compressor Station Sites

B. Map, Inspect, Photograph and List and/or inventory oil & gas wells in the following manner:
   1. Well Bores
      a. Operator name,
      b. Lease or Location Name
      c. Legal Description
      d. Equipment list shall include if obtainable.
         i. Size
         ii. Type
         iii. Make and/or model
         iv. Any other pertinent information.

   2. Compressors, Compressor Stations, and Gas Plants
      a. Operator name
      b. Lease or Location Name
      c. Legal Description
      d. List shall include if obtainable.
         i. Compressor make and model
         ii. Engine make and model.
         iii. Unit Number
         iv. Manufactured Date
         v. Serial number

   3. Gas Meters
      a. Operator / Pipeline Co. name,
      b. Lease or Location Name
      c. Legal Description
      d. List shall include if obtainable.

         i. Make and/or model
         ii. Serial Number
         iii. Size
         iv. Any other pertinent information.

II. Assist the Assessor's office in valuing all locally assessed taxable oil & gas equipment and furnish assessor with all valuations in Excel or digital format for each company upon request for tax year **2027 & 2028**. Provide access to online TOGA database where listings & photographs are stored and updated on a daily basis.

III. Provide expert testimony on behalf of the County at any or all proceedings on values determined during the service agreement and/or as needed by the County at all District Court or Administrative Hearing Proceedings.

IV. Provide a dxf or shp file to import into county's existing mapping system, displaying GPS points and associated attributes collected at the time of inspection and described above. Provide access to TASC GIS web-based mapping site hosted by EDGE daily.

V. Provide equipment listing in Microsoft Excel and Access format along with all digital photographs online database (EDGE) of properties inspected and/or reviewed.

VI. Assist the County Assessor's Office in mapping and appraising pipelines throughout County based on information supplied to the County Assessor's Office from pipeline companies and any other reliable source of information.

VII. Provide a map layer file with all pipeline segments mapped, displaying, when available, pipeline size, type, year, line number, product, owner, operator, or any other data obtained to import into the County GIS System or Mapping System.

Section B: Terms and Payment

I. **Contract Price:** As compensation for the stated services, County agrees to pay Total Assessment Solutions Corporation, the sum of Six Hundred Thousand dollars. ($600,000).

II. **Payment:** The above-stated contract price shall be payable as follows:

1. Phase 1: TASC will pick up & review the 5 prior years of oil & gas company renditions submitted to the county. TASC will compare it to known TASC data and identify any omitted drilling rigs & compressors. TASC will prepare maps and calibrate its GPS equipment in Harrison County. TASC will audit and assist in the valuation of all 2027 oil & gas personal property reported to the assessor's office. Total cost will be **$100,000**.

2. Phase 2: Road crossing project- collection of all road crossing data in the county by driving each county road. This will take approximately 1.5 months. Cost will be **$100,000**.

3. Phase 3: Field inspection of 100% of the Marcellus Well Bores, meters, and compressors project- collection of all well bore data in the county by driving and reviewing each sq. mile in the county. This will take approximately 2 months. Cost will be **$100,000**.

4. Phase 4: Field inspection of 33% of the area of the county for Well Bores, meters, and compressors project- collection of all well bore data in the county by driving and reviewing each sq. mile in the county. This will take approximately 3 months. Cost will be **$100,000.**

5. Phase 5: Field inspection of 33% of the area of the county for Well Bores, meters, and compressors project- collection of all well bore data in the county by driving and reviewing each sq. mile in the county. This will take approximately 3 months. Cost will be **$100,000.**

6. Phase 6: Field inspection of 33% of the area of the county for Well Bores, meters, and compressors project- collection of all well bore data in the county by driving and reviewing each sq. mile in the county. This will take approximately 3 months. Cost will be **$100,000.**

7. Final Report, 2028 valuations and informal hearing- final portion the project is the calculation of final values, notice to taxpayers, and formal appeal process. Once this portion of the project is

complete, the county will receive all working documents, reports, and data generated during the project.

III. **Term:** The term of this contract shall be from July 1, 2026, and/or date of execution until June 30, 2028.

IV. **Funding:** Notwithstanding any other provision of this agreement, the parties acknowledge and agree that the funds to be paid by the County under the terms of this contract will be available only as appropriate on a fiscal year-to fiscal year basis by properly constituted legal authority. If the County determines that sufficient funds have not been appropriated to make the payments required under the terms of this contract, the obligations of the County under this contract shall terminate. In such event, the County shall give prompt written notice of termination to TASC.

V. **Termination:** County may terminate at any time with a 30-day notification letter. Final payment will be prorated according to the percent of the current phase of the project completed and approval of the County Assessor.

Section C: Warranties and Representations of TASC

Notwithstanding anything to the contrary contained in this agreement, County and TASC agree and acknowledge that County is entering into this agreement in reliance on TASC's special and unique abilities and experience with respect to performing the services provided in this Contract. TASC accepts the relationship of trust and confidence established between it and the County by this agreement. TASC covenants with County to use its best efforts, skill, judgment, and abilities to perform the services and to further the interests of the County, and in accordance with the highest professional standards. TASC further represents, covenants, and agrees that there are no obligations, commitments, or impediments of any kind applicable to TASC that will limit or prevent the performance of the services.

All of the services to be furnished by TASC under or pursuant to this agreement shall be of the standard and quality which prevail among such professionals of knowledge skills and experience engaged in practice throughout the United States under the same or similar circumstances involving a project and services such as are described in the contract.

All of the material warranties and representations made by officers, agents and/or representatives of TASC are true and correct and that they have been made in anticipation of the County's reliance upon the truthfulness of them.

IN WITNESS WHEREOF, we set our hands and seal this _____day of _____ 2026.

BOARD OF COUNTY COMMISSIONER'S

_____
TASC

_____

_____

_____
COUNTY ASSESSOR

ATTEST:

_____
COUNTY CLERK

_____

Mackenzie Simmons

From: West Milford <contact@townofwestmilford.com>
Sent: Thursday, July 30, 2026 2:48 PM
To: County Administrator
Cc: West Milford
Subject: Fw: Door Project
Attachments: ESTIMATE - BARNHART - TOWN OF WEST MILFORD.pdf

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

Dear Commissioners

I am writing on behalf of the Town of West Milford to request financial assistance for the installation of ADA-compliant doors at both our main entrance and the Health Access entrance. Ensuring accessibility is a vital part of our commitment to providing an inclusive environment for all residents, especially those with disabilities.

Benefits of Installing Sliding Doors at the Main Entrance:

1. Enhanced Accessibility: Sliding doors provide a wider entry point, making it easier for individuals using wheelchairs, walkers, or other mobility aids to enter and exit the building without assistance.

2. Improved Traffic Flow: The automated operation of sliding doors allows for smoother transitions for all visitors, reducing congestion and improving overall accessibility.

3. Safety and Security: Sliding doors can be equipped with safety sensors, ensuring that they do not close on individuals, thus enhancing safety for everyone entering the building.

4. Energy Efficiency: Modern sliding doors often have better insulation properties than traditional doors, which can help reduce heating and cooling costs.

Benefits of Adding Actuators to Activate the Door at the Health Access Entrance:

1. Ease of Use: Installing actuators allows individuals with limited mobility to open the doors easily without needing to exert physical effort, promoting independence.

2. Increased Safety: Automated doors can reduce the risk of accidents, as they can be programmed to open only when someone approaches, thereby preventing unexpected closures.

3. Compliance with ADA Standards: Activating doors through actuators ensures that we meet the legal requirements for accessibility, demonstrating our commitment to inclusivity.

4. Encouragement of Health Access: By making the Health Access entrance more accessible, we can encourage more residents to utilize our health services, ultimately benefiting community health.

I did attempt to get three bids, but the ones I called said they didn't perform or have this option available

We believe that these enhancements will not only meet legal requirements but also significantly improve the quality of life for our those utilizing the building. I kindly request your support in securing the necessary funding to implement these vital improvements. If we could agree to a 50/50 agreement, that would be great

Let me know if you have any questions, my cell is 304-365-2362

Thank you for your consideration

Jeff Barnhart, Mayor

Town of West Milford
623 Liberty Street
PO Box 120
West Milford, WV 26451
304-745-3131
www.townofwestmilford.com

CITY WINDOW & CONSTRUCTION COMPANY
311 N. OHIO AVENUE
CLARKSBURG, WV 26301 US
+13046249457
residential@cccwv.us

Estimate

ADDRESS
ATTN: JEFF BARNHART
TOWN OF WEST MILFORD
P.O. BOX 120
623 LIBERTY STREET
WEST MILFORD, WV 26451

ESTIMATE # 4356
DATE 07/09/2026

DESCRIPTION	AMOUNT
PROVIDE MATERIAL AND LABOR FOR THE FOLLOWING WORKSCOPE: DEMOLITION: -REMOVE EXISTING EXTERIOR AND INTERIOR DOUBLE DOORS AND FRAMES -REMOVE SEPARATION RAILINGS IN VESTIBULE AREA -REMOVE LOCKSET HARDWARE AT SINGLE ENTRY DOOR (ALTERNATE LOCATION OF BUILDING) NEW CONSTRUCTION: -INSTALL (2) NEW SETS OF AUTOMATIC DOORS WITH TRANSOMS ABOVE AT EXTERIOR AND INTERIOR OF VESTIBULE AREA -DOORS SPECIFIED BY STANLEY ACCESS TECHNOLOGIES -MASTER KEYS PROVIDED -CAULK AND SEAL AT PERIMETER OF FRAME -PATCH AND PAINT WALL WHERE NEW DOORS HAVE BEEN INSTALLED -PAINT EXISTING DOOR AND FRAME AT ALTERNATE BUILDING LOCATION - COLOR TO BE DETERMINED -INSTALL NEW PUSH BUTTON KEYPAD AND LEVER STYLE HANDLE - MASTER KEYS PROVIDED -HAUL AWAY ALL TRASH AND DEBRIS PRICE INCLUDES ALL TAXES, FEES, AND PERMITS.	52,480.00

Contact CITY WINDOW & CONSTRUCTION to pay.
DUE TO THE INCREASING FLUCTUATION OF MATERIALS, ALL PRICES ARE SUBJECT TO CHANGE UP UNTIL THE CONTRACT IS SIGNED.

*Please note: City Window & Construction operates on a sequential scheduling system to ensure each project receives our full attention & quality workmanship. Projects are placed in our production queue in the order that a signed contract & deposit are received, with work beginning only as prior jobs are completed. Therefore, we do not

TOTAL **$52,480.00**

provide fixed start dates. All timeframes provided are good-faith estimates subject to fluctuations caused by weather, material lead times, or the progress of prior projects. We will provide an update once your project reaches the top of our queue & we are prepared to begin.

ESTIMATES ARE VALID FOR 21 DAYS.

Accepted By

Accepted Date

DO NOT ENTER
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CAUTION WET FLOOR


DO NOT ENTER
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DO NOT
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HEALTH ACCESS
FREE CLINIC

SUSAN DEW HOFF
DENTAL CLINIC

SUSAN DEW HOFF

Named in honor of
Dr. Susan Dew Hoff, the first
woman licensed to practice
medicine in West Virginia.
From her home in West Milford,
she cared for patients with
courage, compassion, and resolve, often
traveling by horseback to provide care.
Her legacy of service lives on here.


EXIT

PURPOSE

Harrison County Commission Rail Trail Advisory Board to serve in an advisory capacity regarding trail planning, development, maintenance, and community engagement.

BYLAWS

Harrison County Rail Trail Advisory Board

Harrison County Commission

Harrison County, West Virginia

ARTICLE I – NAME

The name of this body shall be the Harrison County Rail Trail Advisory Board, hereinafter referred to as the "Board."

ARTICLE II – PURPOSE

The purpose of the Board is to advise the Harrison County Commission regarding the planning, development, operation, promotion, maintenance, and enhancement of rail trails within Harrison County.

The Board shall:

1. Provide recommendations regarding the preservation and improvement of county rail trails and associated amenities.

2. Assist in developing long-range plans and priorities for trail expansion and connectivity.

3. Promote safe and appropriate recreational use of rail trails.

4. Encourage partnerships with municipalities, educational institutions, businesses, nonprofit organizations, and governmental agencies.

5. Assist in identifying grant opportunities and other funding sources.

6. Foster public engagement and community support for rail trail initiatives.

ARTICLE III – AUTHORITY

The Board is established by the Harrison County Commission as an advisory body only.

The Board shall have no authority to:

- Commit county funds;
- Enter into contracts;
- Acquire or dispose of property;
- Establish county policy without approval of the Harrison County Commission.

All recommendations of the Board shall be subject to approval by the Harrison County Commission.

ARTICLE IV – MEMBERSHIP

Section 1. Composition

The Board shall consist of nine (11) voting members appointed by the Harrison County Commission and may include representation from:

- Harrison County Parks and Recreation
- Harrison County Sheriff's Office
- Harrison County Maintenance Department
- Harrison County Planning Department
- Guardians of the Fork
- Harrison Recreational Trails Organization
- Pike Street Bikes
- City of Salem, WV
- City of Clarksburg, WV
- City of Shinnston, WV
- City of Lost Creek, WV

The Board shall include (2) non-voting members appointed by the Harrison County Commission to include representation from:

- The Thrasher Group
- Harrison County Attorney

Section 2. Residency

Members shall reside, work, own property, or have demonstrated interest in Harrison County rail trails.

Section 3. Terms

Members shall serve three-year terms.

Section 4. Vacancies

Vacancies shall be filled by appointment of the Harrison County Commission for the remainder of the unexpired term.

Section 5. Removal

Members may be removed by the Harrison County Commission for:

- Failure to attend three consecutive meetings without excuse;
- Conduct detrimental to the mission of the Board;
- Violation of ethics or conflict-of-interest requirements.

ARTICLE V – OFFICERS

The officers of the Board shall consist of:

- Chairperson
- Vice Chairperson
- Secretary

Section 1. Election

Officers shall be elected annually by majority vote of the Board.

Section 2. Duties

Chairperson

- Presides at meetings;
- Sets agendas with staff assistance;
- Serves as spokesperson for the Board;
- Appoints committees as needed.

Vice Chairperson

- Performs duties of the Chairperson in their absence;
- Assists with Board initiatives.

Secretary

- Ensures minutes are recorded and maintained;
- Maintains attendance records;
- Assists with correspondence and reports.

ARTICLE VI – MEETINGS

Section 1. Regular Meetings

The Board shall meet at least quarterly and may meet monthly as needed.

Section 2. Special Meetings

Special meetings may be called by:

- The Chairperson; or
- A majority of Board members.

Section 3. Notice

Meeting notices shall comply with all applicable provisions of West Virginia law.

Section 4. Quorum

A majority of appointed members shall constitute a quorum.

Section 5. Voting

All actions and recommendations shall require a majority written vote of members present.

ARTICLE VII – COMMITTEES

The Board may establish standing or ad hoc committees, including:

- Trail Development and Planning Committee
- Maintenance and Safety Committee
- Community Outreach and Events Committee
- Grants and Partnerships Committee

Committee recommendations shall be advisory only.

ARTICLE VIII – DUTIES AND RESPONSIBILITIES

The Board shall:

1. Review trail conditions and make recommendations regarding maintenance priorities.
2. Recommend policies promoting public safety and accessibility.
3. Advise on trail amenities, signage, landscaping, and interpretive features.
4. Encourage educational and recreational programming.
5. Promote tourism and economic opportunities associated with rail trails.
6. Assist in coordinating volunteer activities and stewardship initiatives.
7. Recommend priorities for grants and capital improvements.
8. Prepare an annual report to the Harrison County Commission summarizing activities and recommendations.

ARTICLE IX – ETHICS AND CONFLICTS OF INTEREST

Members shall comply with all applicable federal, state, and local ethics laws.

Any member having a financial or personal interest in a matter before the Board shall disclose such interest and abstain from voting on that matter.

ARTICLE X – STAFF SUPPORT

The Harrison County Commission may designate staff from the Parks and Recreation Department or another county department to provide administrative support to the Board.

Staff responsibilities may include:

- Preparing agendas;
- Maintaining records;

- Providing technical assistance;
- Coordinating communication with the County Commission.

ARTICLE XI – AMENDMENTS

These bylaws may be amended by:

1. Recommendation of the Rail Trail Advisory Board by majority vote; and
2. Approval by the Harrison County Commission.

ARTICLE XII – EFFECTIVE DATE

These bylaws shall become effective upon adoption by resolution of the Harrison County Commission on _____, 2026.

_____

Adopted this _____ day of _____, 2026.

HARRISON COUNTY COMMISSION

_____

President

_____

Commissioner

_____

Commissioner

_____

Department of Homeland Security
Federal Emergency Management Agency

v0

General Info

Project #	745718 **P/W #** 4	**Project Type**	Estimated Costs
Project Category	G - Parks, Recreational Facilities, and Other Items	**Applicant**	Harrison County (033-99033-00)
Project Title	Mt. Clare Rail Trail - Bridge Repair	**Event**	4756DR-WV (4756DR)
Project Size	Small	**Declaration Date**	1/30/2024
Activity Completion Date	10/01/2026	**Incident Start Date**	8/28/2023
Process Step	Obligated	**Incident End Date**	8/30/2023

Damage Description and Dimensions

The Disaster # 4756DR, which occurred between *08/28/2023* and *08/30/2023*, caused:

Damage #1374199; Bridge 1

General Facility Information:

- **Facility Type:** Other
- **Facility:** wing wall
- **Facility Description:** 40'L pedestrian bridge spanning Browns Creek
- **Approx. Year Built:** 1974
- **Location Description:** South Rail Trail approximately 25' off of State Rt. 25
- **GPS Latitude/Longitude:** 39.23320, -80.35514

Damage #1374200; Bridge 2

General Facility Information:

- **Facility Type:** Other
- **Facility:** retaining wall
- **Facility Description:** built from various sizes of wood pieces
- **Approx. Year Built:** 1974
- **Location Description:** south side of South Rail Trail
- **GPS Latitude/Longitude:** 39.23071, -80.35296

Damage #1374201; Bridge 4

General Facility Information:

- **Facility Type:** Other
- **Facility:** South Rail Trail Wing Wall of Bridge 4
- **Facility Description:** Wing Wall of the 40' L pedestrian Bridge 4 spanning Browns Creek
- **Approx. Year Built:** 1974
- **Location Description:** South Rail Trail approximately 25' off of State Route 25
- **GPS Latitude/Longitude:** 39.22830, -80.35244

Damage #1374202; Bridge 5

General Facility Information:

- **Facility Type:** Other
- **Facility:** South Rail Trail Wing Wall of Bridge 5
- **Facility Description:** Wing Wall of the 40' L pedestrian Bridge 5 spanning Browns Creek
- **Approx. Year Built:** 1974
- **Location Description:** South Rail Trail approximately 25' off of State Rt. 25
- **GPS Latitude/Longitude:** 39.22688, -80.35255

Damage #1374203; Fencing

General Facility Information:

- **Facility Type:** Other
- **Facility:** fence
- **Facility Description:** wooden 50'LF X 4' H running alongside South Rail Trail
- **Approx. Year Built:** 2023
- **Location Description:** South Rail Trail Fence between Bridges 5 and 7
- **GPS Latitude/Longitude:** 39.22055, -80.34848

Damage #1374205; Bridge 8

General Facility Information:

- **Facility Type:** Parks, Cemeteries, and Recreational Facilities
- **Facility:** South Rail Trail Wing Wall & Ditch of Bridge #8
- **Facility Description:** Wing wall & ditch of bridge #8 pedestrian trail.
- **Approx. Year Built:** 1974
- **Location Description:** South Rail Trail off State Route 25. Approximately 25 miles away from State Route 25.
- **GPS Latitude/Longitude:** 39.22017, -80.34803

Damage #1374206; Bridge 9

General Facility Information:

- **Facility Type:** Other
- **Facility:** wing wall
- **Facility Description:** 40' L wooden pedestrian bridge spanning Browns Creek
- **Approx. Year Built:** 1974
- **Location Description:** South Rail Trail 25' off of State Rt. 25
- **GPS Latitude/Longitude:** 39.21732, -80.34662

Damage #1374207; Stone Repair

General Facility Information:

- **Facility Type:** Other
- **Facility:** South Rail Trail
- **Facility Description:** Stones #1 on walking trail.
- **Approx. Year Built:** 1974
- **GPS Latitude/Longitude:** 39.22164, -80.34943

Damage #1374208; Signs

General Facility Information:

- **Facility Type:** Other
- **Facility:** South Rail Trail Signs
- **Facility Description:** 2 Metal signs on pedestrian trail.
- **Approx. Year Built:** 1974
- **Location Description:** South Rail Trail off State Rt 25 (approximately 25 ft away).

- **GPS Latitude/Longitude:** 39.22842, -80.35246

Final Scope

1374199 Bridge 1

Work to be Completed

The Applicant will utilize Force Account for the repairs to Bridge 1 to restore this facility back to its pre-disaster design, function, and capacity, and within the existing footprint.

NW wing wall:

A. Replace wooden piece, 14 FT long x 4 IN wide x 6 IN high – 3 each

Work to be Completed Total: $4,896.50

Project Notes:

1. In accordance with FEMA's 422 Simplified Procedures, the project scope and cost were developed from the Applicant provided Cost Summaries/Estimates and certified by the Applicant using the Small Permanent Work Project Certification and Acknowledgements Form located in the Essential Elements of Information (EEI). See Document:
   a. *DR-4756-WV project 745718 Harrison County Commission Small Permanent Work Project Certifications and Acknowledgements (1).pdf*

2. All costs associated with this project have ben validated using FEMA's 422 Simplified Procedures. See attachment labeled:
   a. 745718 – 4756 WV – CRC Costing Spreadsheet.xlsx

3. Per PAPPG V4, Chapter 8: Permanent Work Eligibility, Page 141: "FEMA may approve changes to the pre-disaster design or construction method (including materials) if the changes are required due to access issues, site conditions, or to tie into existing infrastructure. The changes must not impact the capacity or function of the facility. The Applicant must show that the changes are reasonable based on the type and extent of restoration and are consistent with the Applicant's general construction practices."

4. Applicant will comply with its local, state, federal procurement laws, regulations, and procedures.

5. For disasters declared on December 20, 2019, or newer, applicants are required to follow the provision of Consensus Based Codes, Specifications and Standards for Public Assistance FEMA Recovery Interim Policy FP-104-009-11 Version 2.1 for permanent work. For disasters declared between August 1, 2017, and December 20, 2019, applicants may "opt-in" to the requirements of the policy by summiting the opt-in notification form found in the policy. Requirements, implementation, Identification requirement, verification requirements, additional eligible work, and cost criteria as well as the Appendix A table which lists Consensus Based Codes, Specification and Standards by facility type can be found in policy FP-104-009-11.

6. Project declaration date is after 1/6/2023, In accordance with FEMA's Simplified Procedures policy, FEMA CRC developed the Scope and Cost with the information/documentation/certification provided by the Applicant.

7. All demolition debris must be disposed of at a permitted landfill. Documentation of demolition disposal shall be provided at project close-out.

8. All borrow or fill material must come from pre-existing stockpiles, material reclaimed from maintained roadside ditches (provided the designed width or depth of the ditch is not increased), or commercially procured material from a source existing prior to the event. For any FEMA-funded project requiring the use of a non-commercial source or a commercial source that was not permitted to operate prior to the event (e.g. a new pit, agricultural fields, road ROWs, etc.) in whole or in part, regardless of cost, the Applicant must notify FEMA and the Recipient prior to extracting material. FEMA must review the source for compliance with all applicable federal environmental planning and historic preservation laws and executive orders prior to a subrecipient or their contractor commencing borrow extraction. Consultation and regulatory permitting may be required. Non-compliance with this requirement may jeopardize receipt of federal finding. Documentation of borrow sources utilized is required at closeout.

1374200 Bridge 2

Work to be Completed

The Applicant will utilize Force Account for the repairs to Bridge 2 to restore this facility back to its pre-disaster design, function, and capacity, within the existing

footprint.

South Rail Trail:

A. Replace horizontal structural components, 10 FT long x 6 IN wide x 8 IN high - 20 each

Work to be Completed Total: $23,237.50

1374201 Bridge 4

Work to be Completed

The Applicant will utilize Force Account for the repairs to Bridge 4 to restore this facility back to its pre-disaster design, function, and capacity, within the existing footprint.

NE wing wall:

A. Replace and regrade unclassified fill, 8 FT long x 6 FT wide x 6 IN deep - 0.8889 CY

B. Replace and regrade rock, 8 FT long x 6 FT wide x 6 IN deep - 0.8889 CY

SE wing wall:

C. Replace and regrade unclassified fill, 6 FT long x 3 FT wide x 6 IN deep - 0.3333 CY

SE wing wall:

D. Replace and regrade rock, 6 FT long x 3 FT wide x 6 IN deep - 0.3333 CY

Work to be Completed Total: $6,318.75

1374202 Bridge 5

Work to be Completed

The Applicant will utilize Force Account for the repairs to Bridge 5 to restore this facility back to its pre-disaster design, function, and capacity, in-kind within the existing footprint.

NW wing wall:

A. Replace and regrade unclassified fill, 10 FT long x 4 FT wide x 1.5 FT high - 2.2222 CY

B. Replace and regrade rock, 10 FT long x 4 FT wide x 1.5 FT high - 2.2222 CY

Work to be Completed Total: $7,752.25

1374203 Fencing

Work to be Completed
The Applicant will utilize Force Account for the repairs to the fencing to restore this facility back to its pre-disaster design, function, and capacity, in-kind within the existing footprint.

between bridges 5 and 7:
A. Replace wooden fence rail 2" X 6" X 10' L, 10 LF long - 1 each
B. Replace bolts 6 IN long x 0.25 IN in diameter - 6 each
Post hole #1:
C. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY
Post hole #10:

D. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Post hole #11:

E. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Post hole #2:

F. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Post hole #3:

G. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Post hole #4:

H. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Post hole #5:

I. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Post hole #6:

J. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Post hole #7:

K. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Post hole #8:

L. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Post hole #9:

M. Reset post in concrete, 1 FT long x 1 FT wide x 2 FT deep - 0.0741 CY

Work to be Completed Total: $10,475.00

1374205 Bridge 8

Work to be Completed

The Applicant will utilize Force Account for the repairs to Bridge 5 to restore this facility back to its pre-disaster design, function, and capacity, in-kind within the existing footprint.

Facility Damage:

A. Replace Rocks on ditch, 13 FT long x 5 FT wide x 1 FT deep - 2.4074 CY 65

B. Replace Rocks on Wing Wall, 3 FT long x 3 FT wide x 2 FT deep - 0.6667 CY

C. Replace Unclassified Fill on Wing Wall, 3 FT long x 3 FT wide x 2 FT deep - 0.6667 CY

Work to be Completed Total: $6,387.50

1374206 Bridge 9

Work to be Completed

The Applicant will utilize Force Account for the repairs to Bridge 9 to restore this facility back to its pre-disaster design, function, and capacity, in-kind within the existing footprint.

Bridge #9:

A. Replace unclassified fill, 5 FT long x 2.5 FT wide x 2 FT deep - 0.9259 CY

B. Replace rock, 5 FT long x 2.5 FT wide x 2 FT deep - 0.9259 CY

Work to be Completed Total: $5,198.75

1374207 Stone Repair

Work to be Completed

The Applicant utilized Force Account for the repairs to the Stone to restore this facility back to its pre-disaster design, function, and capacity, in-kind within the existing footprint.

Stones - Site #3:

A. Replace Stones on walking trail, 14 FT long x 10 FT wide x 4 FT deep - 20.7407 CY

Stones #1 on trail:

B. Replace Stones on walking trail., 12 FT long x 9 FT wide x 2 IN deep - 0.6667 CY

Stones #2 on trail:

C. Replace Stones on walking trail., 143 FT long x 8 FT wide x 2 IN deep - 7.0617 CY

Work to be Completed Total: $8,270.00

Scope Notes:

1. Though work for this DI is listed as 100% completed, Applicant requested to have all costs developed by FEMA CRC. Please refer to Project Comments.

1374208 Signs

Work to be Completed

The Applicant will utilize Force Account for the repairs to the signs to restore this facility back to its pre-disaster design, function, and capacity, in-kind within the existing footprint.

Facility Damage:

A. Replace Metal sign, pole, and concrete base, 18 IN long x 12 IN wide - 1 each

B. Replace Metal sign with pole, 18 IN long x 18 IN wide - 1 each

Work to be Completed Total: $316.00

Cost

Code	Quantity	Unit	Total Cost	Section
9001	1	Lump Sum	$4,896.50	Uncompleted
9001	1	Lump Sum	$23,237.50	Uncompleted
9001	1	Lump Sum	$6,318.75	Uncompleted
9001	1	Lump Sum	$7,752.25	Uncompleted
9001	1	Lump Sum	$10,475.00	Uncompleted
9001	1	Lump Sum	$6,387.50	Uncompleted
9001	1	Lump Sum	$5,198.75	Uncompleted
9001	1	Lump Sum	$8,270.00	Uncompleted
9001	1	Lump Sum	$316.00	Uncompleted

CRC Gross Cost	$72,852.25
Total 406 HMP Cost	$0.00
Total Insurance Reductions	$0.00
CRC Net Cost	$72,852.25
Federal Share (75.00%)	$54,639.19
Non-Federal Share (25.00%)	$18,213.06

Subgrant Conditions

- As described in Title 2 Code of Federal Regulations (C.F.R.) § 200.333, financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. Exceptions are stated in 2 C.F.R. §200.333(a) – (f)(1) and (2). All records relative to this project are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster-specific costs.
- The terms of the FEMA-State Agreement are incorporated by reference into this project under the Public Assistance award and the applicant must comply with all applicable laws, regulations, policy, and guidance. This includes, among others, the Robert T. Stafford Disaster Relief and Emergency Assistance Act; Title 44 of the Code of Federal Regulations; FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide; and other applicable FEMA policy and guidance.
- The DHS Standard Terms and Conditions in effect as of the declaration date of this emergency declarations or major disaster, as applicable, are incorporated by reference into this project under the Public Assistance grant, which flow down from the Recipient to subrecipients unless a particular term or condition indicates otherwise.
- The Uniform Administrative Requirements, Cost Principles, and Audit Requirements set forth at Title 2 Code of Federal Regulations (C.F.R.) Part 200 apply to this project award under the Public Assistance grant, which flow down from the Recipient to all subrecipients unless a particular section of 2 C.F.R. Part 200, the FEMA-State Agreement, or the terms and conditions of this project award indicate otherwise. See 2 C.F.R. §§ 200.101 and 110.
- The subrecipient must submit a written request through the Recipient to FEMA before it makes a change to the approved scope of work in this project. If the subrecipient commences work associated with a change before FEMA approves the change, it will jeopardize financial assistance for this project. See FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide.
- When any individual item of equipment purchased with PA funding is no longer needed, or a residual inventory of unused supplies exceeding $5,000 remains, the subrecipient must follow the disposition requirements in Title 2 Code of Federal Regulations (C.F.R.) § 200.313-314.
- Pursuant to section 312 of the Stafford Act, 42 U.S.C. 5155, FEMA is prohibited from providing financial assistance to any entity that receives assistance from another program, insurance, or any other source for the same work. The subrecipient agrees to repay all duplicated assistance to FEMA if they receive assistance for the same work from another Federal agency, insurance, or any other source. If an subrecipient receives funding from another federal program for the same purpose, it must notify FEMA through the Recipient and return any duplicated funding.
- In the seeking of proposals and letting of contracts for eligible work, the Applicant/Subrecipient must comply with its Local, State (provided that the procurements conform to applicable Federal law) and Federal procurement laws, regulations, and procedures as required by FEMA Policy 2 CFR Part 200, Procurement Standards, §§ 317-326.
- The Recipient must submit its certification of the subrecipient’s completion of all of its small projects and compliance with all environmental and historic preservation requirements within 180 days of the applicant’s completion of its last small project, or the latest approved deadline, whichever is sooner.

Insurance

Additional Information

11/04/2025

The project was Reworked with no changes to prior insurance determination.

The scope of work represented in this project is neither insured nor insurable. No insurance relief is anticipated. No insurance narrative will be produced or uploaded into documents or attachments.

FEMA Policy 206-086-1
PART 2: Other Insurance-Related Provisions. (Sections 312 and 406(d) of the Stafford Act)
A. Duplication of Benefits. FEMA cannot provide assistance for disaster-related losses that duplicate benefits available to an applicant from another source, including insurance.
1. Before FEMA approves assistance for a property, an applicant must provide FEMA with information about any actual or anticipated insurance settlement or recovery it is entitled to for that property.
2. FEMA will reduce assistance to an applicant by the amount of its actual or anticipated insurance proceeds.
3. Applicants must take reasonable efforts to recover insurance proceeds that they are entitled to receive from their insurer(s).

No insurance requirements will be mandated for the damages included in this project. Insurance requirements are specific to permanent work to replace, restore, repair, reconstruct, or construct buildings, contents, equipment, or vehicles. (FEMA Recovery Policy FP 206-086-1).

Yaritza Maldonado López, Insurance Specialist, FEMA PA, CRC EAST

O&M Requirements

There are no Obtain and Maintain Requirements on **Mt. Clare Rail Trail - Bridge Repair**.

406 Mitigation

There is no additional mitigation information on **Mt. Clare Rail Trail - Bridge Repair**.

Environmental Historical Preservation

Is this project compliant with EHP laws, regulations, and executive orders? **Yes**

EHP Conditions

- Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
- This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize funding.
- If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archaeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

EHP Additional Info

There is no additional environmental historical preservation on **Mt. Clare Rail Trail - Bridge Repair**.

Final Reviews

Final Review

Reviewed By Jeremiah, Brian J. **Reviewed On** 12/29/2025 3:47 PM EDT

Review Comments

Applicant will utilize FAL & FAE to complete the work, but these costs will not be tracked nor included in this project. The activity within this project is the purchase of materials to make repairs to the Mt. Clair Rail Trail. Applicant intends to submit paid invoices to Recipient for reimbursement upon receipt. B. Jeremiah TFL 4756 WV

Recipient Review

Reviewed By Means, Jason **Reviewed On** 12/29/2025 6:13 PM EDT

Review Comments

Project Signatures

Reviewed By Tonkin , Michelle **Reviewed On** 01/05/2026 8:25 PM EDT

Award Information

Version Information

Version #	Eligibility Status	Current Location	Bundle Number	Project Amount	Cost Share	Federal Share Obligated	Date Obligated

Drawdown History

EMMIE Drawdown Status As of Date	IFMIS Obligation #	Expenditure Number	Expended Date	Expended Amount
No Records				

Obligation History

Version #	Date Obligated	Obligated Cost	Cost Share	IFMIS Status	IFMIS Obligation #
0	1/8/2026	$54,639.19	75%	Accepted	4756DRWVP00000041

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF FUNDS FROM BEST FRIENDS ANIMAL SOCIETY, ADOPTING ALL SPECIAL CONDITIONS AND ASSURANCES CONTAINED IN SAID GRANT; APPOINTING THE PRESIDENT OF THE HARRISON COUNTY COMMISSION TO ADMINISTER SAID GRANT

WHEREAS, the Harrison County Commission participated in the Best Friends Animal Society for Community Cat/Trap-Neuter-Return (TNR) Grant Program, and

WHEREAS, the Harrison County Commission will have the ability to participate in the Community Cat/TNR Grant Program, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution authorizing and directing the participation in the Community Cat/TNR Grant Program, and

WHEREAS, the Harrison County Commission is also required to adopt by official resolution all understandings and assurances contained in, and made a part of, said Community Cat/TNR Grant Program, and

WHEREAS, it is required that the Harrison County Commission appoint an official representative of the Harrison County Commission to administer said program and to provide all additional information required, and

NOW, THEREFORE, BE IT RESOLVED, by the Harrison County Commission that:

1. The Harrison County Commission authorizes the acceptance of the grant from Best Friends Animal Society- Community Cat/TNR Program in the amount of Five Thousand Dollars, ($5,000).

2. The Harrison County Commission considers and adopts that certain document entitled *"Special Conditions and Assurances"* as contained in said grant and made a part of said Resolution as if set forth herein.

3. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission in administering said Community Cat/TNR Grant, including providing necessary any additional information.

PASSED by the Harrison County Commission on this the 19th day of August 2026.

_____

Susan Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

A RESOLUTIONAUTHORIZING THE ACCEPTANCE OF FUNDS FROM THE FY2027 WEST VIRGINIA COMMUNITY CORRECTIONS FUND FOR THE HARRISON COUNTY COMMUNITY CORRECTIONS PROGRAM; ADOPTING ALL SPECIAL CONDITIONS AND ASSURANCES CONTAINED IN SAID GRANT; APPOINTING THE PRESIDENT OF THE HARRISON COUNTY COMMISSION TO ADMINISTER SAID PROGRAM

WHEREAS, the Harrison County Commission participated in the West Virginia Community Corrections Grant Program, and

WHEREAS, the Community Corrections Program of Harrison County is important for the County's criminal justice services, and

WHEREAS, the Harrison County Commission has determined that this project is eligible for West Virginia Community Corrections funding, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution to file an application to the West Virginia Community Corrections Program for the continued operation of the community corrections program, and

WHEREAS, the Harrison County Commission is also required to adopt by official resolution all understandings and assurances contained in, and made a part of, said West Virginia Community Corrections Program Grant, and

WHEREAS, it is required that the Harrison County Commission appoint an official representative of the Harrison County Commission to administer said program and to provide all additional information required by the State government, and

WHEREAS, it is required that the Harrison County Commission commit funds to the project.

NOW, THEREFORE, BE IT RESOLVED, by the Harrison County Commission that:

1. The Harrison County Commission authorizes the acceptance of funds from the West Virginia Community Corrections Fund in an amount of One Hundred Thousand One Hundred Ninety-Nine Dollars ($100,199) and said program shall be in proper form and comply with all federal, state, and local laws.

2. The Harrison County Commission considers and adopts that certain document entitled *"Special Conditions and Assurances"* as contained in said grant and made a part of said Resolution as if set forth herein.

3. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission in administering said Community Corrections Grant, including providing necessary additional information to the State government.

PASSED by the Harrison County Commission on this the 19th day of August 2026.

_____

Susan J. Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF FUNDS FROM HOPE GAS, INC., ADOPTING ALL SPECIAL CONDITIONS AND ASSURANCES CONTAINED IN SAID GRANT; APPOINTING THE PRESIDENT OF THE HARRISON COUNTY COMMISSION TO ADMINISTER SAID GRANT

WHEREAS, the Harrison County Commission participated in the Hope Gas, Inc. Grant Program for Harrison County Parks and Recreation's Wednesday Nights in the Park Program, and

WHEREAS, the Harrison County Commission will have the ability to participate in the Hope Gas, Inc. Grant Program, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution authorizing and directing the participation in the Hope Gas, Inc. Grant Program, and

WHEREAS, the Harrison County Commission is also required to adopt by official resolution all understandings and assurances contained in, and made a part of, said Hope Gas, Inc. Grant Program, and

WHEREAS, it is required that the Harrison County Commission appoint an official representative of the Harrison County Commission to administer said program and to provide all additional information required, and

NOW, THEREFORE, BE IT RESOLVED, by the Harrison County Commission that:

1. The Harrison County Commission authorizes the acceptance of the grant from Hope Gas, Inc. Grant Program in the amount of Five Thousand Dollars, ($5,000).

2. The Harrison County Commission considers and adopts that certain document entitled *"Special Conditions and Assurances"* as contained in said grant and made a part of said Resolution as if set forth herein.

3. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission in administering said Hope Gas, Inc. Grant Program, including providing necessary any additional information.

PASSED by the Harrison County Commission on this the 19th day of August 2026.

_____

Susan Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

A RESOLUTION AUTHORIZING THE ACCEPTANCE OF FUNDS FROM THE FY 2027 WV JUSTICE REINVESTMENT INITIATIVE TREATMENT SUPERVISION GRANT PROGRAM; ADOPTING ALL SPECIAL CONDITIONS AND ASSURANCES CONTAINED IN SAID GRANT; APPOINTING THE PRESIDENT OF THE HARRISON COUNTY COMMISSION TO ADMINISTER SAID PROGRAM

WHEREAS, the Community Corrections Program of Harrison County is important for the County's criminal justice services, and

WHEREAS, the Harrison County Commission participated in the Justice Reinvestment Act - Treatment Supervision Implementation Program through West Virginia Division of Justice and Community Services, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution to accept funds from the West Virginia Division of Justice and Community Services in the amount of $94,105 to develop the capabilities of the community corrections program, and

WHEREAS, the Harrison County Commission is also required to adopt by official resolution all understandings and assurances contained in, and made a part of, said West Virginia Division of Justice and Community Services program, and

WHEREAS, it is required that the Harrison County Commission appoint an official representative of the Harrison County Commission to administer said program and to provide all additional information required by the State government, and

NOW, THEREFORE, BE IT RESOLVED, by the Harrison County Commission that:

1. The Harrison County Commission authorizes the acceptance of funds from the WV Justice Reinvestment Initiative Treatment Supervision Grant Program and the West Virginia Division of Justice and Community Services in the amount of Ninety-Four Thousand One Hundred Five Dollars ($94,105) and said program shall be in proper form and comply with all federal, state, and local laws.

2. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission in administering said Grant, including providing necessary additional information to the State government.

PASSED by the Harrison County Commission on this the 19th day of August 2026.

_____

Susan J. Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

A RESOLUTION AUTHORIZING THE FILING OF THE APPLICATION TO THE WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION REHABILITATION ENVIRONMENTAL ACTION PLAN RECYCLING PROGRAM COVERED ELECTRONIC DEVICES (CED) RECYCLING GRANT PROGRAM ADOPTING ALL SPECIAL CONDITIONS AND ASSURANCES CONTAINED IN SAID APPLICATION; COMMITTING SUFFICIENT FUNDS TO THE PROJECT.

WHEREAS, the Harrison County Commission recognizes the need for recycling in Harrison County, and

WHEREAS, through the West Virginia Department of Environmental Protection for the purpose of establishing a Covered Electronic Devices (CED) recycling event, and

WHEREAS, the Harrison County Commission has determined that it is eligible for funds from the West Virginia Department of Environmental Protection's CED Recycling Grant Program, and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution authorizing and directing the filing of an application for participation in the CED Recycling Grant Program, and

WHEREAS, the Harrison County Commission is also required to adopt by official resolution all special conditions and assurances contained in, and made a part of, said CED Recycling Grant Program, and

WHEREAS, it is required that the Harrison County Commission appoint an official representative of the Harrison County Commission to administer said program and to provide all additional information required by the West Virginia Department of Environmental Protection, and

WHEREAS, it is required that the Harrison County Commission commits sufficient funds to the project.

NOW, THEREFORE, BE IT RESOLVED, by the Harrison County Commission that:

1. The Harrison County Commission authorizes the filing of the application for funds from the West Virginia Department of Environmental Protection's CED Recycling Grant Program, in a maximum amount of $40,000 and said application shall be in proper form and comply with all federal, state, and local laws.

2. The Harrison County Commission hereby appoints the President of the Harrison County Commission to serve as the official representative of the Harrison County Commission in administering said Grant, including providing necessary additional information to the West Virginia Department of Environmental Protection.

3. The Harrison County Commission hereby commits to the required 50% match to the project for all requests exceeding $20,000.

PASSED by the Harrison County Commission on this the 19th day of August 2026.

_____

Susan Thomas, President
Harrison County Commission

ATTEST:

_____

John Spires, County Clerk

Harrison County Commission

Approval to Travel

Traveler(s) Name(s) Robert Leonard

Department Planning Department

Destination Reclaim Company Fairmont WV

Travel Dates 14-Aug-26

Reason

Taking class and exam for Asbestos Testing

Estimated Cost

Transportation			$	
	Air	$		
	County Vehicle	$ TAKING COUNTY TRUCK		
	Private Vehicle			
	Rental Car	$		
Lodging			$	NA
Registration			$	$250.00
Meals	(per diem)		$	NA
Incidentals	(per diem)		$	

Approving Authority _____ Date Aug. 12, 2026
(Elected Official/Department Head)

County Commission Action ( ) Approve ( ) Disapprove

Date _____

Reclaim Company LLC
200 8th Street
Fairmont, WV 26554

(304) 366-7070
(304) 816-0194

INVOICE

Due Date	Date	Invoice #
8/12/2026	8/12/2026	3740

BALANCE DUE >> 250.00

Bill To

Harrison Co Planning Commision
301 W Main Street

Clarksburg, WV 26301

☐ Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

Have Email? Please write it here: _____

Reclaim Company LLC
200 8th Street
Fairmont, WV 26554

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

P.O. No.	Terms	Due Date	Project
	Due Upon Receipt	8/12/2026	010-26

Description	Qty	Rate	Amount
This Invoice is for the 8/14/2026 Asbestos Inspector Refesher Training Course	1.00	250.00	250.00

Total **USD** 250.00

Payment due on receipt. A 2% per month Interest Fee will be charged on balances over 30 days from date of invoice. A Discount may apply if the total balance is paid within 10 days from the date of invoice.

Balance Due **USD** 250.00

Harrison County Commission

Request to Attend Meeting

Name: Tyara Martin

Department: 911

Destination: Valley Park Conference Center

Travel Dates: August 23-24 2026

Reason: Denise Amber Lee Foundation Training

Total Estimated Cost $ 123.20

Transportation			$ $0.00
Air		$	
Private Vehicle:			
Mileage	X .70	$ 0.00	
Rental Car		$	
Lodging			$ 123.20
Registration			$
Meals (Estimated)			$
Incidentals			$

Employee Signature: _____ Date: 8/6/26

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

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

Date: _____

A8 Form Revised: May 1, 2014

Harrison County Commission

Request to Attend Meeting

Name: Nina Loar

Department: 911

Destination: Valley Park Conference Center

Travel Dates: August 23-24 2026

Reason: Denise Amber Lee Foundation Training

Total Estimated Cost $ 123.20

Transportation			$ $0.00
Air		$	
Private Vehicle:			
Mileage	_____ X .70	$ 0.00	
Rental Car		$	
Lodging			$ 123.20
Registration			$
Meals (Estimated)			$
Incidentals			$

Employee Signature: _____ Date: _____

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

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

Date: _____

A8 Form Revised: May 1, 2014

Harrison County Commission

Request to Attend Meeting

Name: Rebecca Ayers

Department: 911

Destination: 802 Emmett Rouch Dr, Martinsburg, WV

Travel Dates: August 26-27 2026

Reason: Denise Amber Lee Foundation Training- Berkeley County

Total Estimated Cost $ 126.40

Transportation			$ $0.00
Air		$	
Private Vehicle:			
Mileage	X .70	$ 0.00	
Rental Car		$	
Lodging			$ 126.40
Registration			$
Meals (Estimated)			$
Incidentals			$

Employee Signature: Rebecca Ayers Date: 8-3-26

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

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

Date: _____

A8 Form Revised: May 1, 2014

Harrison County Commission

Request to Attend Meeting

Name: Theresa Hawkins

Department: 911

Destination: 802 Emmett Rouch Dr, Martinsburg, WV

Travel Dates: August 26-27 2026

Reason: Denise Amber Lee Foundation Training- Berkeley County

Total Estimated Cost $ 126.40

Transportation			$ $0.00
Air		$	
Private Vehicle:			
Mileage	X .70	$ 0.00	
Rental Car		$	
Lodging			$ 126.40
Registration			$
Meals (Estimated)			$
Incidentals			$

Employee Signature: Thm Hawkins Date: 8-7-26

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

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

Date: _____

A8 Form Revised: May 1, 2014

Harrison County Commission

Request to Attend Meeting

Name	Lorenda McConnell
Department	911
Destination	Valley Park Conference Center, 1 Valley Park Dr, Hurricane, WV
Travel Dates	September 13-18, 2026
Reason	NENA Center Manager Certification Program (CMCP)

Total Estimated Cost $ 1,787.00

Transportation			$ $0.00
Air		$	
Private Vehicle:			
Mileage	_____ X .70	$ 0.00	
Rental Car		$	
Lodging			$ 672.00
Registration			$ 1,115.00
Meals	(Estimated)		$
Incidentals			$

Employee Signature: Lorenda McConnell Date: 8/3/26

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

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

A8 Form Revised: May 1, 2014

Harrison County Commission

Request to Attend Meeting

Name: Lindsay Atha

Department: 911

Destination: Valley Park Conference Center, 1 Valley Park Dr, Hurricane, WV

Travel Dates: September 13-18, 2026

Reason: NENA Center Manager Certification Program (CMCP)

Total Estimated Cost $ 1,787.00

Transportation			$ $0.00
Air		$	
Private Vehicle:			
Mileage	____ X .70	$ 0.00	
Rental Car		$	
Lodging			$ 672.00
Registration			$ 1,115.00
Meals (Estimated)			$
Incidentals			$

Employee Signature: Lindsay Atha Date: 8/3/26

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

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

Date: _____

A8 Form Revised: May 1, 2014

A-1

United States of America

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

Clerk's Fiduciary Report

Estate from Wednesday, July 29, 2026, through Tuesday, August 4, 2026

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

On, Thursday, July 30, 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, **LYNDALL INA EVERLEY** was appointed and qualified as ADMINISTRATOR of the estate of **LINDA JANE WILLIAMS**, deceased. Bond was 10,000.00.

On, Monday, August 3, 2026, the following matters were disposed of in the presence of the Clerk:

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

KELSEY ROMAIN ROSS, who was named in the last will and testament of **MARY GRACE BRADLEY**, deceased, as ADMINISTRATOR CTA DBN thereof, qualified as such. Bond was 800,000.00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **BRENDA LEE MYERS** was appointed and qualified as ADMINISTRATOR of the estate of **BURLEY KAY MYERS JR**, deceased. No bond was required.

On, Tuesday, August 4, 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, **TONI JO MILLER** was appointed and qualified as ADMINISTRATRIX of the estate of **JIMMIE GEORGE MILLER**, deceased. No bond was required.

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

NORMA A TAYLOR, who was named in the last will and testament of **DALE HENRY TAYLOR**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

A duly exemplified copy of the last will and testament of **CAROL SUE HOLSTER**, deceased, late a resident of CAMDEN, NORTH CAROLINA, was admitted to record.

John R Spires
Clerk of the Harrison County Commission

Wednesday, August 19, 2026

Confirmed

C-1

Enlarged Hepzibah PSD

Regular Board Meeting

Monday, April 13, 2026

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

Present	**Employees**
Darlene Swiger	Kevin Short
Fred Martin	
Sharon Hamilton	

1. **Approval of Minutes**
   Fred Martin made a motion to approve the Regular Board minutes for Monday March 9, 2026, as read. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of the Checks**
   Fred Martin made a motion to approve the Checks Signed Document dated 03/01/2026 through 03/31/2026. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

3. **CWCR**
   Kevin provided the Board with the CWCR (Cash Working Capital Reserve) Document showing any deposits and/or disbursements for water and sewer through March 1, 2026. Kevin and the Board discussed in detail. After discussion, **Sharon Hamilton made a motion to approve the current CWCR Document, as provided. Fred Martin seconded the motion. All in favor, none opposed and none abstained.**

4. **Managers' Report**
   - **A.** Kevin discussed with the Board that the Lead and Copper sampling plan for the next three years starts in June, 2026. It has been completed and submitted to The State Bureau of Public Health for approval. Kevin and the Board discussed in detail.
   - **B.** Kevin informed the Board that one of our customers J.T Sutton had a water leak, and he had a water line bust under his concrete pad outside his garage. After going out and checking our servicemen had discovered, that when they shut the water off and then turned it back on air built up and exploded his line because there was too much pressure. Kevin is recommending that the Board approve to adjust off $2,728.35 plus the customer's current bill. He will also be putting in an air release valve and a pressure regulator for the customer to prevent future problems. Kevin and the Board discussed in detail. **Fred Martin made a motion to approve the General Managers recommendation to write off (J.T Sutton) $2,728.35 and his current bill, plus install an air release valve and pressure regulator. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.**
   - **C.** Kevin provided a copy of the July 1, 2026 thru June 30, 2027 budgets for water and sewer that was prepared by Bennett & Dobbins PLLC, to be reviewed and approved by the

members of the Board. Kevin advised that the sewer cash surplus is $23,518.33 and the water cash surplus is $9,311.64. A copy of the Water and Sewer budgets will be sent to the Public Service Commission, and a copy of the Sewer Budget will be sent to our local Rural Development office. **Sharon Hamilton made a motion to accept the Water and Sewer Budgets submitted by Bennett & Dobbins PLLC for July 1, 2026 thru June 30, 2027. Fred Martin seconded the motion. All in favor, none opposed and none abstained.**

D. Kevin presented the Board with the customer late charge calculations for March 19, 2026 with a total amount being $22,131.20 still owed. Kevin and the Board discussed in detail.

E. Kevin provided the Board with a copy of the A/P Aging Summary as of March 31, 2026. He also provided the Profit and Loss for July 2025 through March 2026 and the Statement of Cash Flows as of July 2025 through March 2026. Kevin and the Board discussed.

F. Kevin provided a copy of the Water loss report for July 2025 through June 2026, with a water loss of 49.35 % for the month of March 2026, and he said we have a 42.67% adjusted Water Loss year-to-date 2025-2026. Kevin and the Board discussed in detail.

G. Kevin provided the Board with the April 2026 Calendar, and discussed.

5. Next Board Meeting

Sharon Hamilton announced the next Board meeting will be May 11, 2026.

6. Adjournment

There being no further business, **Fred Martin made a motion to adjourn the meeting. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.**

Darlene Zurger
Chairman

Lee F Martin
Secretary

Sharon Hamilton
Treasurer

jd

Enlarged Hepzibah PSD
A/P Aging Summary
As of April 30, 2026

File W/May

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Bennett & Dobbins PLLC	0.00	4,350.00	0.00	1,200.00	60,520.21	66,070.21
CORKY WELLS ELECTRIC	0.00	0.00	0.00	0.00	4,355.00	4,355.00
FERGUSON	304.82	874.84	0.00	0.00	0.00	1,179.66
Hart Office Solutions	30.00	0.00	0.00	0.00	0.00	30.00
Sun Valley Public Service District	1,612.00	0.00	1,612.00	4,633.30	58,106.56	65,963.86
TOTAL	**1,946.82**	**5,224.84**	**1,612.00**	**5,833.30**	**122,981.77**	**137,598.73**

Enlarged Hepzibah PSD
Statement of Cash Flows
July 2025 through April 2026

	Jul '25 - Apr 26
OPERATING ACTIVITIES	
Net Income	136,606.58
Adjustments to reconcile Net Income to net cash provided by operations:	
1000.1 · Water:1370 · Returned Checks	363.33
1000.1 · Water:1420 · Accounts Receivable	-281.05
Account Payable	-37,827.92
1200 · Other Liabilties - Sewer:1221 · Federal W/H Payable	-3,298.89
1200 · Other Liabilties - Sewer:1224 · State Withholding Payable	-1,039.00
1200 · Other Liabilties - Sewer:1227 · Customer Deposits	3,161.92
1201 · Other Current Liabilities - Wat:2350 · Customer Deposits	3,950.96
1201 · Other Current Liabilities - Wat:2361 · Federal W/H Payable	-1,281.73
1201 · Other Current Liabilities - Wat:2364 · State Withholding Payable	-13.00
2378 · WV Municipal Bond	-1,023.00
Net cash provided by Operating Activities	99,318.20
INVESTING ACTIVITIES	
1400 · Fixed Assets - Sewer:1334 · Pumping System Equipment	-3,825.00
1401 · Fixed Assets - Water:3460 · Meters	-3,440.56
Net cash provided by Investing Activities	-7,265.56
FINANCING ACTIVITIES	
1300 · Long Term Liabilities - Sewer:1236 · 05 USDA Bond Payable	-179,386.20
1300 · Long Term Liabilities - Sewer:1237 · Truist - Truck Loan	-5,606.00
1300.1 · Long Term Liabilites Water:2376 · Truist Truck Loan	-7,893.84
1300.1 · Long Term Liabilites Water:2377 · Truist Meter Loan	-20,590.56
Net cash provided by Financing Activities	-213,476.60
Net cash increase for period	-121,423.96
Cash at beginning of period	305,222.03
Cash at end of period	**183,798.07**

Enlarged Hepzibah PSD
Profit & Loss
July 2025 through April 2026

	Jul '25 - Apr 26
Income	
SEWER PROJECT ARPA FUNDS	52,443.41
1500 · Late Fees	9,435.37
1501 · Metered Sales	
1571 · Reconnect Fee	211.81
1501 · Metered Sales - Other	368,289.58
Total 1501 · Metered Sales	368,501.39
1502 · Sewer Taps	-350.00
1505 · Misc Income	4,159.47
1525 · Interest Income	34.28
4190 · Interest Inc	81.22
4610 · Metered Water Sales	636,672.59
4700 · Water Late Fees	11,605.29
4741 · Reconnect Fees	1,207.68
4742 · Water Taps	700.00
4744 · Misc Water Income	300.00
Total Income	1,084,790.70
Gross Profit	1,084,790.70
Expense	
ARPA Sewer Project	211,682.60
ENLARGED HEPZIBAH PSD	1,780.60
1507 · FICA Expense	5,519.05
1508 · Workers Compensation	2,212.00
1700 · Sewer Operation Labor	540.00
1704 · Utilities - Sewer Plant	29,120.96
1725 · Maintenance of Pumps	5,364.00
1726 · Maint of Sewer Plant	3,863.47
1743 · Transportation Expense	23,671.06
1781 · Accounting & Legal	22,573.50
1789 · Petty Cash	200.00
1790 · Postage	6,760.04
1791 · Board Salaries	3,457.32
1793 · Supplies	30,812.72
1794 · Uniforms	3,752.09
1795 · Telephone	6,581.15
1796 · Outside Services	37,759.63
1797 · Misc Expense	1,926.23
1798 · Property Insurance	36,272.25
1799 · Advertising	212.32
1800 · Bank Charges	489.92
1804 · Regulatory	11,650.24
1805 · Sludge Disposal	520.00
4081 · FICA	8,580.35
6020 · Purchased Water	200,665.80
66000 · Payroll Expenses	203,300.11
6661 · Water Testing	2,043.47
6662 · Power & Fuel	
6662.1 · HREA	2,192.02
6662.2 · Mon Power	122.91
6662.3 · Cardinal Gas	2,213.58
Total 6662 · Power & Fuel	4,528.51

Enlarged Hepzibah PSD
Profit & Loss
July 2025 through April 2026

	Jul '25 - Apr 26
66900 · Reconciliation Discrepancies	-0.13
6760 · Maint of Meters	354.62
6770 · Maint of Hydrants	4,776.21
6780 · Maint of Plant	82.77
9020 · Meter Reading Expense	4,550.00
9200 · Admin & Board Salaries	0.00
9210 · Office Supplies	5,110.29
9233 · Advertising Water	106.99
9260 · Pensions & Benefits	66,863.48
9290 · Bank Charges Water	500.50
Total Expense	948,184.12
Net Income	**136,606.58**

C-2

Enlarged Hepzibah PSD

Regular Board Meeting

Monday, June 8, 2026

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

Present	**Employees**
Darlene Swiger	Kevin Short
Fred Martin	Rhonda Beezel
Sharon Hamilton	

1. **Approval of Minutes**
   Sharon Hamilton made a motion to approve the Regular Board minutes for Monday April 13, 2026, as read. Fred Martin seconded the motion. All in favor, none opposed and none abstained.

2. **Signing of the Checks**
   Fred Martin made a motion to approve the Checks Signed Document's dated 04/01/2026 through 04/30/2026 and 05/01/2026 through 05/31/2026. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

3. **CWCR**
   Kevin provided the Board with the CWCR (Cash Working Capital Reserve) Document's showing any deposits and/or disbursements for water and sewer through April 1, 2026 and May 1, 2026, Kevin and the Board discussed in detail. After discussion, **Sharon Hamilton made a motion to approve the current CWCR Document's, as provided. Fred Martin seconded motion. All in favor, none opposed and none abstained.**

4. **Managers' Report**
   A. Kevin provided the Board with the new Sewer Tariff and the document that needs the Boards approval, to increase the Water Security Deposit from $61.92 to $102.00 and the Sewer Security Deposit from $50.00 to $85.00 for all customers applying for service as of July 1, 2026. Kevin and the Board discussed in detail.
   Fred Martin made a motion to approve the new increase for the Water Security deposit and the Sewer Security Deposit to take effect on July 1, 2026. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.
   B. Kevin discussed the Delinquent Accounts to be wrote off from report dated June 8, 2026 in the amount of $1,940.80. Kevin recommended taking the delinquent account #0766, which is the Bait shop, of Jumbo Bait in the amount of $1,463.17 and adding it to the active account # 0765, which is the camper site for Jumbo Bait, instead of writing it off.
   Sharon Hamilton made a motion to write off the uncollectable accounts in the amount of $477.63 and to transfer $1,463.17 to Jumbo Bait's active account #0766. Fred Martin seconded the motion. All in favor, none opposed and none abstained.

C. Kevin presented the Board with the invoice from Bennett & Dobbins PLLC for their services in preparing the financial statements for Enlarged Hepzibah PSD for the year ending June 30, 2026 with the fees for this service being $4,300.00 plus travel.
Fred Martin made a motion to approve Bennett & Dobbins invoice services for the year end June 30, 2026 for $4,300.00 plus travel. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.

D. Kevin presented the Board with the audit report for the year ended June 30, 2025. Kevin and the Board discussed in detail.

E. Kevin discussed and provided photos of the work that is needed on the water tanks in Hepzibah and Spelter that has to be done to be in compliance with the Bureau of Public Health. Kevin provided a price quote from Hydra Dive Tech LLC, in the amount of $8,878.00. Kevin discussed the need for fence and gravel to be added, which will make it around $10,000.00. Kevin asked for a motion to transfer this amount out of Water Working Capital Reserve.
Sharon Hamilton made a motion to take funding out of Water Working Capital Reserve to take care of the upgrades needed on the tanks to be in compliance with the Bureau of Public Health in the amount of $10,000.00 approximately. Fred Martin seconded the motion. All in favor, none opposed and none abstained.

F. Kevin provided the Board Hayes insurance agency yearly updated policy with the Statement of Values reflecting the revised replacement cost as well as the Equipment Statement of Values to be reviewed and signed. The annualized premium with Mine Subsidence is $50,144 + $520.93 taxes and fees and without Mine Subsidence would be $49,388 + $520.93 taxes and fees. Kevin and the Board discussed in detail.
Sharon Hamilton made a motion to approve the State of Values with Mine Subsidence coverage. Fred Martin seconded the motion. All in favor, none opposed and none abstained.

G. Kevin presented the Board with the customer late charge calculations for May 29, 2026 with a total amount being $16,322.94 still owed. Kevin and the Board discussed in detail.

H. Kevin provided the Board with a copy of the A/P Aging Summary as of April 30, 2026 and May 31, 2026. He also provided the Profit and Loss for July 2025 through April 2026 and July 2025 through May 2026 and the Statement of Cash Flows as of July 2025 through April 2026 and July 2025 and through May 2026, Kevin and the Board discussed.

I. Kevin provided a copy of the Water loss report for July, 2025 through June 2026 with a water loss of 47.77 % for the month of April 2026 and with an adjusted Water loss of 43.18%. Kevin also provided a Water loss of 53.19% for the month of May, 2026 with a 44.11% adjusted Water Loss for the year-to-date 2025-2026. Kevin and the Board discussed in detail.

J. Kevin provided the Board with the May, June and July 2026 Calendar's, and discussed.

5. **Next Board Meeting**
Sharon Hamilton announced the next Board meeting will be July 13, 2026.

6. **Adjournment**
There being no further business, **Fred Martin made a motion to adjourn the meeting. Sharon Hamilton seconded the motion. All in favor, none opposed and none abstained.**

Chairman

Secretary

Treasurer

jd

Enlarged Hepzibah PSD
Statement of Cash Flows
July 2025 through May 2026

June Board meeting

	Jul '25 - May 26
OPERATING ACTIVITIES	
Net Income	160,414.73
Adjustments to reconcile Net Income to net cash provided by operations:	
1000.1 · Water:1370 · Returned Checks	388.33
1000.1 · Water:1420 · Accounts Receivable	-281.05
Account Payable	-16,807.53
1200 · Other Liabilties - Sewer:1221 · Federal W/H Payable	-5,309.17
1200 · Other Liabilties - Sewer:1224 · State Withholding Payable	-1,159.15
1200 · Other Liabilties - Sewer:1227 · Customer Deposits	3,511.92
1201 · Other Current Liabilities - Wat:2350 · Customer Deposits	4,508.24
1201 · Other Current Liabilities - Wat:2361 · Federal W/H Payable	-3,738.73
1201 · Other Current Liabilities - Wat:2364 · State Withholding Payable	-159.85
2378 · WV Municipal Bond	-1,023.00
Net cash provided by Operating Activities	140,344.74
INVESTING ACTIVITIES	
1400 · Fixed Assets - Sewer:1334 · Pumping System Equipment	-3,825.00
1401 · Fixed Assets - Water:3460 · Meters	-4,034.41
Net cash provided by Investing Activities	-7,859.41
FINANCING ACTIVITIES	
1300 · Long Term Liabilities - Sewer:1236 · 05 USDA Bond Payable	-197,427.12
1300 · Long Term Liabilities - Sewer:1237 · Truist - Truck Loan	-6,166.60
1300.1 · Long Term Liabilites Water:2376 · Truist Truck Loan	-8,454.44
1300.1 · Long Term Liabilites Water:2377 · Truist Meter Loan	-22,878.40
Net cash provided by Financing Activities	-234,926.56
Net cash increase for period	-102,441.23
Cash at beginning of period	305,222.03
Cash at end of period	**202,780.80**

Enlarged Hepzibah PSD
A/P Aging Summary
As of May 31, 2026

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Ace Hardware	107.00	157.97	0.00	0.00	0.00	264.97
Advance Auto Parts	0.00	111.97	0.00	0.00	0.00	111.97
Bennett & Dobbins PLLC	0.00	1,850.00	4,350.00	0.00	61,720.21	67,920.21
CITCO	9,148.80	5,865.82	0.00	0.00	0.00	15,014.62
City of Clarksburg	195.00	0.00	0.00	0.00	0.00	195.00
Clarksburg Water Board	46.00	0.00	0.00	0.00	0.00	46.00
Core & Main LP	605.19	754.84	0.00	0.00	0.00	1,360.03
CORKY WELLS ELECTRIC	0.00	0.00	0.00	0.00	4,355.00	4,355.00
Department of Environmental Protection	900.00	0.00	0.00	0.00	0.00	900.00
FERGUSON	0.00	666.18	0.00	0.00	0.00	666.18
Sun Valley Public Service District	0.00	2,055.91	1,612.00	1,612.00	62,127.86	67,407.77
US CELLULAR	61.78	0.00	0.00	0.00	0.00	61.78
Wholesale Tire, Inc.	315.59	0.00	0.00	0.00	0.00	315.59
TOTAL	**11,379.36**	**11,462.69**	**5,962.00**	**1,612.00**	**128,203.07**	**158,619.12**

Enlarged Hepzibah PSD
Profit & Loss
July 2025 through May 2026

		Jul '25 - May 26
Income		
SEWER PROJECT ARPA FUNDS		52,443.41
1500 · Late Fees		10,267.01
1501 · Metered Sales		
1571 · Reconnect Fee	261.81	
1501 · Metered Sales - Other	403,263.96	
Total 1501 · Metered Sales		403,525.77
1502 · Sewer Taps		0.00
1505 · Misc Income		4,159.47
1525 · Interest Income		34.28
4190 · Interest Inc		81.22
4610 · Metered Water Sales		697,728.24
4700 · Water Late Fees		12,426.18
4741 · Reconnect Fees		1,319.70
4742 · Water Taps		5,367.79
4744 · Misc Water Income		300.00
Total Income		1,187,653.07
Gross Profit		1,187,653.07
Expense		
ARPA Sewer Project		211,682.60
ENLARGED HEPZIBAH PSD		1,868.14
1507 · FICA Expense		5,519.05
1508 · Workers Compensation		2,544.00
1700 · Sewer Operation Labor		540.00
1704 · Utilities - Sewer Plant		32,958.34
1725 · Maintenance of Pumps		5,364.00
1726 · Maint of Sewer Plant		3,863.47
1743 · Transportation Expense		25,259.93
1781 · Accounting & Legal		24,423.50
1789 · Petty Cash		200.00
1790 · Postage		7,298.16
1791 · Board Salaries		3,457.32
1793 · Supplies		42,161.43
1794 · Uniforms		4,088.76
1795 · Telephone		7,181.53
1796 · Outside Services		39,491.63
1797 · Misc Expense		3,445.69
1798 · Property Insurance		36,272.25
1799 · Advertising		212.32
1800 · Bank Charges		732.86
1804 · Regulatory		12,760.19
1805 · Sludge Disposal		715.00
4081 · FICA		8,580.35
6020 · Purchased Water		223,369.80
66000 · Payroll Expenses		217,583.18
6661 · Water Testing		2,614.47
6662 · Power & Fuel		
6662.1 · HREA	2,245.78	
6662.2 · Mon Power	133.75	
6662.3 · Cardinal Gas	2,286.79	
Total 6662 · Power & Fuel		4,666.32

Enlarged Hepzibah PSD
Profit & Loss
July 2025 through May 2026

	Jul '25 - May 26
66900 · Reconciliation Discrepancies	-0.13
6760 · Maint of Meters	354.62
6770 · Maint of Hydrants	4,776.21
6780 · Maint of Plant	82.77
9020 · Meter Reading Expense	10,415.82
9200 · Admin & Board Salaries	0.00
9210 · Office Supplies	5,214.83
9233 · Advertising Water	106.99
9260 · Pensions & Benefits	76,932.44
9290 · Bank Charges Water	500.50
Total Expense	1,027,238.34
Net Income	**160,414.73**

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Enlarged Hepzibah Public Service District
Regular Board Meeting

Monday
August 10, 2026
4:30 PM

AGENDA

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

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

Sun Valley Public Service District
Regular Board Meeting

Monday
August 10, 2026
2:30 PM

AGENDA

1. Call meeting to order

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

3. Manager's Report

4. Old Business

5. New Business
   A. Review & Approve 19th Payment Request for Phase III-B Sewer Collection System Upgrades Project
   B. Review & Approve 4th Payment Request for Indian Run Water Project

6. Public Comments

7. Adjournment