

Amended Agenda
Harrison County Commission Meeting
Wednesday, October 15, 2025
10:00 A.M.

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

Join Zoom Meeting

<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. --- Request to Accept a Copy of a Will – Patricia Lynn Heitman
10:10 A.M. --- Proclamation for National Disability Employment Awareness Month
10:15 A.M. --- Proclamation for National Domestic Violence Awareness Month
10:20 A.M. --- Harrison County Historic Preservation Committee speaking about the upcoming levy
10:25 A.M. --- Special Funding Request from Northern Appalachian Coal Mining Heritage Association requesting funds to help the on-going NACMHA projects

NEW BUSINESS – Action Items for Consideration or Approval:

- 1. Public Comment Period**
- 2. Consent Agenda**
- 3. Payroll Change Notices:**
 - A. Larry Thompson II – Security – New Hire – Effective October 15, 2025
 - B. Steve Junkins – Security – New Hire – Effective October 15, 2025
 - C. Madison Knight – Prosecuting Attorney – Part Time to Full Time – Effective October 16, 2025
 - D. Shine Kellison – Security / Staging – Transfer – Effective October 10, 2025
 - E. Ashley Lightner – Animal Control - Kennel Technician – Effective October 31, 2025
 - F. Gina Jones – Grants – Retirement – Effective October 31, 2025
 - G. Jennifer VanGilder – Grants – Remove from payroll – Effective October 8, 2025
- 4. Minutes and/ or Amended Minutes of Previous Meetings**
 - A. Regular Meeting Minutes for Wednesday October 1, 2025
- 5. Requisitions --- Purchase Orders --- Invoices**
 - A. Quotes
 - B. Vendor List of Payments
- 6. Exonerations --- Corrective Tickets --- Joint Property Applications:**
 - A. Exonerations

7. **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 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2- North Land Bay Improvements:**
 - A. **Series 2008A** - \$16,900.83
 - B. **Series 2019A&B** – \$8,211.25
 - C. **Series 2021 A&B** - \$987.50
8. **Review—Discuss—Consider** Approving Tax Increment Financing Annual Report
9. **Review—Discuss—Consider** Adopting Rail Trail Maintenance Standards
10. **Review—Discuss—Consider** Rail Trail Update (Potential Executive Session pursuant to 6-9A-4(B)(9) to consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision)
11. **Review—Discuss—Consider** Update on Sewer (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)
12. **Review—Discuss—Consider** Update on Ellis 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)
13. **Review—Discuss—Consider** Directing Staff to negotiate acquiring a piece of property off Rt. 19 South (Potential Executive Session pursuant to 6-9A-4(B)(9) to consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision)
14. **Review—Discuss—Consider** Request for Disbursement from TIF Fund for the County Commission of Harrison County Development District No. 6 - North Central West Virginia Airport
 - Requisition for North Central West Virginia Airport
15. **Review—Discuss—Consider** Funding Request from the City of Clarksburg requesting \$150,000 towards putting a splash pad at the Clarksburg City Park (Nutter Fort)
16. **Review—Discuss—Consider** Duties of Courthouse Security and Memorandum of Understanding with the Sheriff for Courthouse Security Personnel (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)
17. **Review—Discuss—Consider** A Resolution Authorizing the Application to the State of West Virginia for Grant Funds under the Land and Water Conservation Fund, to erect lighting at the Summit Park Softball / Baseball Park
18. **Review—Discuss—Consider** Travel request for 911 Employee Kristian Wentz to go to West Virginia Northern Community College New Martinsville Campus on December 1st, 2025 for the APCO Active Shooter Incidents for Public Safety Communications Class

19. Review—Discuss—Consider Travel requests for the following 911 Employees to go to West Virginia Northern Community College New Martinsville Campus on December 2nd, 2025 for the APCO Customer Service in Today's Public Safety Communications Class

- A. Trevor Vance
- B. Jade Haggerty
- C. Bryce Delgado
- D. Matt Gump
- E. Bianca Jamen
- F. Brandon Delaney
- G. Tabitha Robey
- H. McKenzie Kovar
- I. Carrie Watkins

20. Review—Discuss—Consider Change Order from Schindler up to \$125,000 for labor & installation of new courthouse elevators

21. Administrator's Report

22. Commissioner Comments – Questions

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

A. Weekly Fiduciary Report from the County Clerk

- 1. Wednesday, September 24, 2025, through Monday, October 7, 2025

B. Monthly Fiduciary Commission Settlements:

- 1. James Francis Honce, Jr.
- 2. Denver Doyle Alderman
- 3. Deloris Kay Gorgonio

C. Monthly Minutes/ Financial Information from Various Boards, Committees, and Public Service

- 1. Enlarged Hepzibah PSD Board Meeting Agenda for October 13th, 2025
- 2. Sun Valley PSD Regular Board Meeting Agenda for October 14th, 2025

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

- 1. **Review—Discuss—Consider** Freeze all spending/expense relating to the re-organization of bonds (i.e MuniCap, Steptoe & Johnson)
 - Amount spent to date on Charles Pointe Bond Restructuring(Potential Executive Session to discuss active litigation pursuant to the attorney-client privilege)
- 2. **Review—Discuss—Consider** Hiring a County Attorney vs Outsourcing Legal Services (Potential Executive Session to discuss active litigation pursuant to the attorney-client privilege)
- 3. **Review—Discuss—Consider** Recommendations on the Fire Services RFP
- 4. **Review—Discuss—Consider** Changing public comments to email only

September 8, 2011

Harrison County Commission
301 W. Main Street
Clarksburg, WV 26301

Re: Patricia L. Heitman
Will

To: Whom It May Concern:

I was left entrusted to liquidate the assets of Mrs. Heitman and have in my possession what appears to be a copy of her executed will.

I have searched through all of the paperwork in her apartment and I am unable to locate an original signature.

I am therefore asking that you accept the copy as the will as a valid document.

Mrs. Heitman's husband was
Pastor at our church and
passed away 3 years this
November unexpectedly. I
have known them for
30 + years. She had
cancer when he passed
& I have helped her
with her medical needs
and financial issues since
his passing.

I have no personal interest
& am only trying to comply
with her wishes.

I appreciate your consideration
in this matter.

Debra K Flanagan
154 Nolan Run Rd.
P.O. Box 357
Lumberport, WV 26386

LAST WILL AND TESTAMENT
OF
PATRICIA LYNN HEITMAN

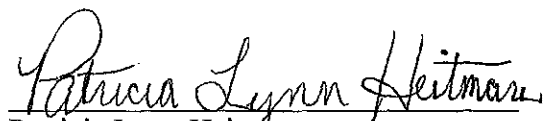
I, PATRICIA LYNN HEITMAN, residing in the County of Harrison, State of West Virginia, being of sound mind, disposing memory and over the age of eighteen (18) years, do make, publish, and declare this to be my Last Will and Testament, hereby revoking all wills and codicils by me at any time heretofore made.

I.

I direct my executors, hereafter named, to pay all my just debts, funeral expenses, and taxes, which shall include all estate and inheritance taxes and costs of the administration of my estate, as may be due and owing as soon as possible after my death.

II.

All estate and inheritance taxes or transfer or death taxes which may be assessed or imposed with respect to my estate or any part thereof wheresoever situated, whether or not passing under this will, including the taxable value of all policies of insurance on my life and all transfers, powers, rights or interests includable in my estate for the purpose of such taxes shall be paid out of my residuary estate as an expense of administration and without apportionment and shall not be prorated or charged against any of the other gifts in this will or against property not passing under this will.


Patricia Lynn Heitman

III.

I hereby name and appoint DEBRA K. FLANIGAN as Executrix of this, my Last Will and Testament, and request that she be permitted to qualify and serve as executrix without giving bond.

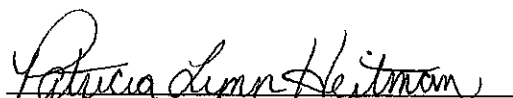
In the event that DEBRA K. FLANIGAN is unable or unwilling to act as Executrix, then I hereby nominate, constitute, and appoint the SHERIFF OF HARRISON COUNTY, WEST VIRGINIA executor of this, my Last Will and Testament, and request that he be permitted to qualify and serve as executor without giving bond.

IV.

I hereby direct the executors of my estate as follows:

1. Within thirty (30) days of the probating of this, my Last Will and Testament, my 2021 Chevrolet Equinox shall be liquidated, with all proceeds derived therefrom, after payment of all expenses related to my funeral and internment, to be distributed unto CAMP VICTORY in Somerset, Kentucky and MOUNTAINEER BIBLE COLLEGE in Salem, West Virginia, equally, share and share alike;

2. Within thirty (30) days of the probating of this, my Last Will and Testament, all my remaining cash, liquid assets, and other personal property of which I may die seized and possessed shall be liquidated, with all proceeds derived therefrom to be distributed unto BRINLEE HALL, JAYLEB HALL, and BIBLE BAPTIST FELLOWSHIP CHURCH in Gypsy, West Virginia, equally, share and share alike;


Patricia Lynn Heitman

3. I hereby give my above-named executors the fullest power and authority in all matters and questions and to do all acts which I might or could do if living, necessary to effectuate the provisions contained herein.

IN WITNESS WHEREOF, I have hereunto set my hand and seal to this, my Last Will and Testament, which is written without any interlineations on four (4) sheets of paper with my signature on each sheet, this 26th day of August, 2023.

Patricia Lynn Heitman
PATRICIA LYNN HEITMAN

The foregoing will was signed, sealed, acknowledged, published and declared by PATRICIA LYNN HEITMAN, the above named testatrix, as her last will and testament, in the presence of us, the undersigned two competent witnesses, and we, at her request, in her presence, and in the presence of each other, all present at the same time, have hereunto subscribed our names as attesting witnesses to said will on this 26th day of August, 2023.

Brenda Buckridge Residing at: 200 South Pike Street
Shenandoah 26431

Vernon Crona Residing at: 5703 Duck Creek Rd
Lost Creek, WV
26385

Patricia Lynn Heitman
Patricia Lynn Heitman

STATE OF WEST VIRGINIA,

COUNTY OF HARRISON, TO-WIT:

This day personally appeared before me the undersigned authority, a notary public within and for the State and County aforesaid, ~~RDW Patricia Lynn Heitman~~ ^{Brenda} ~~Burbridge~~ and Veronica Crossan, who, being first duly sworn, say that they are both adults residing at the addresses set forth above and that they are the subscribing witnesses to the last will and testament of PATRICIA LYNN HEITMAN, a resident of Harrison County, West Virginia, which will is dated the 26th day of August, 2023, and that on said date the said PATRICIA LYNN HEITMAN in said will, signed, sealed, acknowledged, published and declared the same as and for her last will and testament, in the presence of both of these affiants; and that these affiants, at the request of said testatrix, in the presence of each other, and in the presence of said testatrix, all present at the same time, signed their names as attesting witnesses to said will.

Affiants further say that this affidavit is made at the request of the said PATRICIA LYNN HEITMAN, testatrix, and in her presence, and that the said PATRICIA LYNN HEITMAN, at the time said will was executed, was, in the opinion of affiants, of sound and disposing mind and memory, and over the age of eighteen.

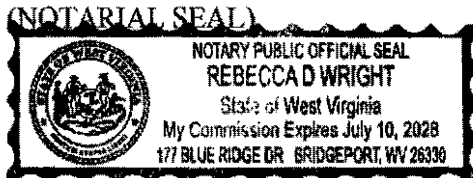
Brenda Burbridge

Veronica Crossan

Taken, subscribed, and sworn to before me by the said
Brenda Burbridge and Veronica Crossan this
26th day of August, 2023.

My commission expires: July 10, 2028

Rebecca D. Wright
Notary Public



Patricia Lynn Heitman
Patricia Lynn Heitman

HARRISON COUNTY COMMISSION SPECIAL FUNDING REQUEST

Thank you for the opportunity to support your project. Please complete this application and return it to the Harrison County Commission, 301 West Main Street, Clarksburg, WV 26301 by fax or email:

Facsimile: 304-624-8673; Email: countyadministrator@harrisoncountywv.gov ; Question: 304-624-8500

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

Date of Request: 10/3/2025

Organization Name: Northern Appalachian Coal Mining Heritage Association

Name and Title of Requester: Caroline Davis, Executive Director

Mailing Address of Organization and Responsible Person:
22 Coal Country Ln Bldg. 2 Fairmont, WV 26554
If approved, this is where the check will be sent

Telephone: 812-212-4497 Fax: _____ E-mail: nacmha.director@gmail.com

FEIN# <u>55-0772550</u>	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: \$ TBD

Dollar Amount REQUESTED - Grant: \$ multiple sponsorship levels Loan: \$ _____

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

Have you previously received funds from the Harrison County Commission: ☒ Y ☐ N	
If Yes, how much? If funded multi years - list by fiscal year?	
When: <u>Dec. 2024</u>	; how much: \$ <u>1,500.00</u>
When: _____	; how much: \$ _____
When: _____	; how much: \$ _____

Purpose of request (one sentence): To help fund the on-going NACMHA projects

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: Additional info in Attached letters.

Expansion of Museum Exhibits

Development & installation of Comprehensive coal heritage trail (each sign is est - \$1,800.00)

Ongoing Educational Programming

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? yes - via Social Media, Event flyers, signage along Coal heritage trail, ect.

HARRISON COUNTY COMMISSION

SPECIAL FUNDING REQUEST

(Name of Applicant) NACMHA 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) NACMHA, the recipient of funding from the Harrison County Commission hereunder, that (Name of Applicant) NACMHA 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) NACMHA 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 Christine Davis Date 10/3/2026

For Official Use:

This funding request is: APPROVED NOT APPROVED TABLED

Amount Approved: \$ _____ Paid Date: _____

With the following notations:

Action taken at Harrison County Commission meeting on: _____

Name of Organization/Applicant _____

FINAL REPORT OF THE SPECIAL FUNDING REQUEST

AMOUNT RECEIVED FROM THE HARRISON COUNTY COMMISSION: \$ _____

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

	\$
	\$
	\$
	\$
	\$
	\$
TOTAL	\$

NAME OF PROJECT/EVENT: _____

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

INCOME SOURCE:

	\$
	\$
	\$
TOTAL	\$

EXPENSE ITEM:

	\$
	\$
	\$
TOTAL	\$

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

	\$
	\$
	\$
	\$
TOTAL	\$

I CERTIFY THAT THE ABOVE INFORAMTION IS CORRECT

Applicant _____

Date _____

County Commission of Harrison County, West Virginia

REVISED ORDER

Harrison County Community Improvement Fund -- Number 026

Harrison County General Fund -- Number 001

Policy and Procedure Regarding Contributions to Other Entities

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

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

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

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

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

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

- a) "Harrison County Commission Special Funding Request Form", the most recent copy attached and Included for reference;
- b) All requested documentation as out lined In the "Special Funding Request Form,
- c) If previously funded, the "Final Report of the Special Funding Request Form", the most recent copy attached and included for reference.

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

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

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

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

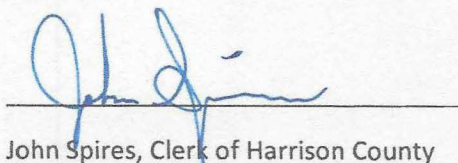
Now, therefore be it further resolved, the Harrison County Commission does hereby direct the administrative staff with the Office of the County Commission to take the necessary steps to communicate and provide this Order to the entities and agencies that have received funding during the past four fiscal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

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



Susan J Thomas, President

Attest:



John Spires, Clerk of Harrison County

10/02/2025



To Whom It May Concern,

The Northern Appalachian Coal Mining Heritage Association (NACMHA) is a 501(c)3 non-profit organization dedicated to preserving the history and cultural impact of coal mining in West Virginia. We are reaching out to community-minded businesses and individuals to invite them to partner with us in this vital mission.

For over two decades, NACMHA has educated the public through our interactive museum exhibits located throughout our six- county region and the popular "Coal Mine Ride Simulator". We also conduct extensive research on mine fatalities and strive to honor the thousands of miners who shaped our region.

Your sponsorship would support our ongoing projects and new initiatives, such as:

- **Expansion of our museum exhibits**, drawing visitors from across the country.
- **The development of a comprehensive coal heritage trail** to connect historical sites throughout the Fairmont Coalfield region.
- **Educational programming** that provides valuable context and understanding of the coal miner's life for current and future generations.

As a sponsor, you can make a meaningful difference while benefiting from enhanced visibility within the community we serve. Your benefits include:

- Logo and brand placement on our promotional materials and website.
- Acknowledgement in our museum exhibits and at our public events.
- Increased brand exposure through our marketing and public relations efforts.

We have a variety of sponsorship levels as shown on the flyer accompanying this letter. If you have any questions please do not hesitate to reach out.

Thank you for considering this opportunity to help us honor and preserve the heritage that built our communities.

Sincerely,
Caroline Davis
Executive Director
The Northern Appalachian Coal Mining Heritage Association

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

DEPARTMENT OF THE TREASURY

Date: JUL 11 2001

NORTHERN APPALACHIAN COAL MINING
HERITAGE ASSOCIATION INC
C/O R MICHAEL ROHALY JR
3 HOLLEN CIR
FAIRMONT, WV 26554

Employer Identification Number:
55-0772550
DIN:
17053165006001
Contact Person: JULIE CHEN ID# 31261
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Foundation Status Classification:
509(a)(2)
Advance Ruling Period Begins:
March 21, 2000
Advance Ruling Period Ends:
December 31, 2004
Addendum Applies:
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in section 509(a)(2).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and

Letter 1045 (DO/CG)

NORTHERN APPALACHIAN COAL MINING

contributors may continue to rely on the advance determination until we make a final determination of your foundation status.

If we publish a notice in the Internal Revenue Bulletin stating that we will no longer treat you as a publicly supported organization, grantors and contributors may not rely on this determination after the date we publish the notice. In addition, if you lose your status as a publicly supported organization, and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that we had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date he or she acquired such knowledge.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on your exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know all changes in your name or address.

As of January 1, 1984, you are liable for social security taxes under the Federal Insurance Contributions Act on amounts of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Internal Revenue Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Internal Revenue Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Donors may deduct contributions to you only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, gives guidelines regarding when taxpayers may deduct payments for admission to, or other participation in, fundraising activities for charity.

You are not required to file Form 990, Return of Organization Exempt From Income Tax, if your gross receipts each year are normally \$25,000 or less. If you receive a Form 990 package in the mail, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return. Because you will be treated as a public charity for return filing purposes during your entire advance ruling

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NORTHERN APPALACHIAN COAL MINING

period, you should file Form 990 for each year in your advance ruling period that you exceed the \$25,000 filing threshold even if your sources of support do not satisfy the public support test specified in the heading of this letter.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete. So, please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, we will assign a number to you and advise you of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we said in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

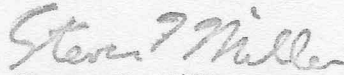
Because this letter could help us resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

Letter 1045 (DO/CG)

NORTHERN APPALACHIAN COAL MINING

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in cursive script that reads "Steven T. Miller".

Steven T. Miller
Director, Exempt Organizations

Enclosure(s):
Form 872-C

Letter 1045 (DO/CG)

OGDEN UT 84201-0038

In reply refer to: 0438077500
June 19, 2012 LTR 4168C 0
55-0772550 000000 00
00039400
BODC: TE

 NORTHERN APPALACHIAN COAL MINING
HERITAGE ASSOCIATION INC
% R MICHAEL ROHALY JR
3 HOLLEN CIR
FAIRMONT WV 26554-5020

046294

Employer Identification Number: 55-0772550
Person to Contact: Mike Lecker
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your June 08, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(03) of the Internal Revenue Code in a determination letter issued in June 2001.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

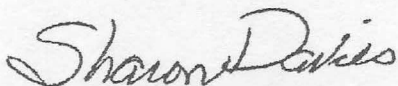
Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0438077500
June 19, 2012 LTR 4168C 0
55-0772550 000000 00
00039401

NORTHERN APPALACHIAN COAL MINING
HERITAGE ASSOCIATION INC
% R MICHAEL ROHALY JR
3 HOLLEN CIR
FAIRMONT WV 26554-5020

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

Sincerely yours,



Sharon Davies
Accounts Management I

(letter previously mailed to
Commission)

10/02/2025



To Whom It May Concern,

The Northern Appalachian Coal Mining Heritage Association (NACMHA) is a 501(c)3 non-profit organization dedicated to preserving the history and cultural impact of coal mining in West Virginia. We are reaching out to community-minded businesses and individuals to invite them to partner with us in this vital mission.

For over two decades, NACMHA has educated the public through our interactive museum exhibits located throughout our six- county region and the popular "Coal Mine Ride Simulator". We also conduct extensive research on mine fatalities and strive to honor the thousands of miners who shaped our region.

Your sponsorship would support our ongoing projects and new initiatives, such as:

- **Expansion of our museum exhibits**, drawing visitors from across the country.
- **The development of a comprehensive coal heritage trail** to connect historical sites throughout the Fairmont Coalfield region.
- **Educational programming** that provides valuable context and understanding of the coal miner's life for current and future generations.

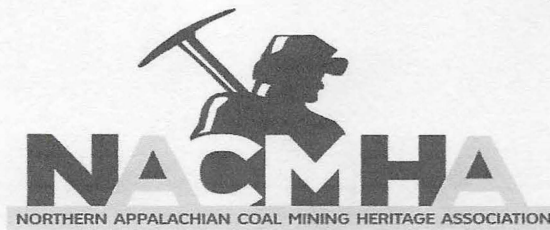
As a sponsor, you can make a meaningful difference while benefiting from enhanced visibility within the community we serve. Your benefits include:

- Logo and brand placement on our promotional materials and website.
- Acknowledgement in our museum exhibits and at our public events.
- Increased brand exposure through our marketing and public relations efforts.

We have a variety of sponsorship levels as shown on the flyer accompanying this letter. If you have any questions please do not hesitate to reach out.

Thank you for considering this opportunity to help us honor and preserve the heritage that built our communities.

Sincerely,
Caroline Davis
Executive Director
The Northern Appalachian Coal Mining Heritage Association



(Letter previously Mailed
to Commission)

With Miner's Day quickly approaching on December 6, 2025, we at the Northern Appalachian Coal Mining Heritage Association, are excited to be holding our 11th Coal Miner Appreciation Day Swap Meet on Saturday, December 6, 2025.

NACMHA remains, as always, dedicated to preserving the coal mining heritage of North Central West Virginia and beyond. However, we can't do it alone. In 2025 with your support we were able to establish two new exhibits within our 6 county region. We designed and installed the "Life of a Miner" exhibit at the Clarksburg History Museum in Harrison County. Additionally, we moved our Black Diamonds traveling exhibit to Morgantown Mall in Monongalia County. In 2026 we will be focusing on our Coal Heritage Trail. Once established, this trail will culminate in a driving tour through all six of our counties, with interpretive signage at significant coal heritage sites.

How can you help?

There are many ways in which you can help establish a Coal Heritage Trail! Here are a couple to consider this holiday season:

Become a Sponsor.

Sponsorship levels are (any contribution is appreciated):

Diamond	\$5,000 +
Platinum Level	\$2,500- \$4,999
Gold Level	\$500- \$2,499
Silver Level	\$250- \$499
Bronze	\$100- \$249

All sponsorships will be recognized in our brochure and signage at our Swap Meet event. For proper recognition in our swap meet brochure please be sure to send any sponsorships to NACMHA by 11/15/2025.

Become an Organizational Member.

If you don't want to become a NACMHA sponsor, but still want to show your support, consider becoming an organizational member (\$75). As an organizational member you will receive 6- membership cards, 6 free minigolf tickets and 6 free rides on our "Ride in a Coal Mine" Simulator attraction.

Additionally your Organizational Membership includes ½ off prices for minigolf and the Coal Mine Simulator all season long!

All checks should be made payable to NACMHA and mailed to:

22 Coal Country Lane Bldg #2
Fairmont, WV 26554

With sincere thanks,

Mike Rohaly, NACMHA President 304-534-1776

Caroline Davis, NACMHA Executive Director 812-212-4497

www.nacmha.org

e-mail: nacmha@aol.com

304-366-9358

22 Coal Country Lane, Bldg. 2, Fairmont, WV 26554
Visit us on Facebook

PAYROLL CHANGE NOTICE

DATE OF CHANGE 10/15/2025	EMPLOYEE #	SOCIAL SECURITY NO	
NAME Larry Thompson II		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT Security	SHIFT On Call

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

☒ HIRED	☐ PROBATIONARY PERIOD COMPLETED
☐ RE-HIRED	☐ LENGTH OF SERVICE INCREASE
☐ PROMOTION	☐ RE-EVALUATION OF EXISTING JOB
☐ DEMOTION	☐ RESIGNATION
☐ TRANSFER	☐ RETIREMENT
☐ MERIT INCREASE	☐ LAYOFF
☐ WAGE SCALE CHANGE	☐ DISCHARGE
☐ LEAVE OF ABSENCE FROM _____ (DATE) UNTIL _____ (DATE)	
TYPE OF LEAVE _____	
☐ OTHER (Explain) _____ Part-Time Courthouse Security as needed	

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE <i>[Signature]</i>	DATE 10/06/2025
HUMAN RESOURCES MANAGER	DATE



PAYROLL CHANGE NOTICE

DATE OF CHANGE 10/15/2025	EMPLOYEE #	SOCIAL SECURITY NO -	
NAME Steve Junkins		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT Security	SHIFT On Call

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

☒ HIRED	☐ PROBATIONARY PERIOD COMPLETED
☐ RE-HIRED	☐ LENGTH OF SERVICE INCREASE
☐ PROMOTION	☐ RE-EVALUATION OF EXISTING JOB
☐ DEMOTION	☐ RESIGNATION
☐ TRANSFER	☐ RETIREMENT
☐ MERIT INCREASE	☐ LAYOFF
☐ WAGE SCALE CHANGE	☐ DISCHARGE
☐ LEAVE OF ABSENCE FROM _____ (DATE) UNTIL _____ (DATE)	
TYPE OF LEAVE _____	
☐ OTHER (Explain) _____ Part-Time Courthouse Security as needed	

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE <i>Rita D. Matthey II, Sheriff</i>	DATE 10/07/2025
HUMAN RESOURCES MANAGER	DATE



PAYROLL CHANGE NOTICE

DATE OF CHANGE 10-16-25	EMPLOYEE #	SOCIAL SECURITY NO -	
NAME Madison Knight		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT	SHIFT

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☐ RATE	Part-Time	4-3
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☐ OTHER _____		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

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

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Paul Romano	DATE
HUMAN RESOURCES MANAGER	DATE



PAYROLL CHANGE NOTICE

DATE OF CHANGE 10/10/2025	EMPLOYEE #	SOCIAL SECURITY NO	
NAME Shine Kellison		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT Security/Staging	SHIFT

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

☐ HIRED	☐ PROBATIONARY PERIOD COMPLETED
☐ RE-HIRED	☐ LENGTH OF SERVICE INCREASE
☐ PROMOTION	☐ RE-EVALUATION OF EXISTING JOB
☐ DEMOTION	☐ RESIGNATION
☒ TRANSFER	☐ RETIREMENT
☐ MERIT INCREASE	☐ LAYOFF
☐ WAGE SCALE CHANGE	☐ DISCHARGE
☐ LEAVE OF ABSENCE FROM _____ (DATE) UNTIL _____ (DATE)	
TYPE OF LEAVE _____	
☒ OTHER (Explain) Effective 10/10/2025 Transfer from part-time security to Part time Staging (703-109)	

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE <i>Rita M. Kelly</i>	DATE 9/30/25
HUMAN RESOURCES MANAGER	DATE



PAYROLL CHANGE NOTICE

DATE OF CHANGE 10-31-25	EMPLOYEE #	SOCIAL SECURITY NO	
NAME Ashley Lightner		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT 7/6	SHIFT

THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

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

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE Laura Pgs	DATE 10/8/2025
HUMAN RESOURCES MANAGER The Caldwell	DATE 10-08-25



PAYROLL CHANGE NOTICE

DATE OF CHANGE 10/31/25	EMPLOYEE #	SOCIAL SECURITY NO -	
NAME Gina Jones		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT 401	SHIFT

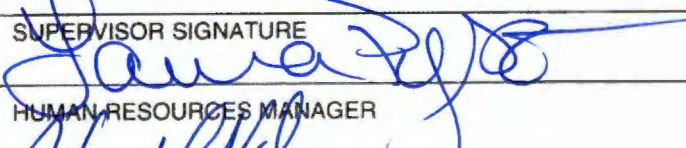
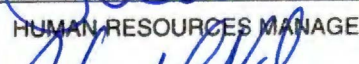
THE CHANGE(S):

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

THE REASON FOR THE CHANGE(S):

☐ HIRED	☐ PROBATIONARY PERIOD COMPLETED
☐ RE-HIRED	☐ LENGTH OF SERVICE INCREASE
☐ PROMOTION	☐ RE-EVALUATION OF EXISTING JOB
☐ DEMOTION	☐ RESIGNATION
☐ TRANSFER	☒ RETIREMENT
☐ MERIT INCREASE	☐ LAYOFF
☐ WAGE SCALE CHANGE	☐ DISCHARGE
☐ LEAVE OF ABSENCE FROM _____ (DATE) UNTIL _____ (DATE)	
TYPE OF LEAVE _____	
☐ OTHER (Explain) Pay out remaining vacation days	

AUTHORIZATION:

EMPLOYEE SIGNATURE 	DATE
SUPERVISOR SIGNATURE 	DATE 10/8/2025
HUMAN RESOURCES MANAGER 	DATE 10-8-25



PAYROLL CHANGE NOTICE

DATE OF CHANGE <u>10-08-25</u>	EMPLOYEE #	SOCIAL SECURITY NO	
NAME <u>Jennifer Van Gilder</u>		ADDRESS	
PHONE	CITY/STATE/ZIP	DEPARTMENT <u>401</u>	SHIFT

THE CHANGE(S):

✓ All Applicable Boxes	FROM	TO
☐ DEPARTMENT		
☐ JOB		
☐ SHIFT		
☐ RATE		
☐ ADDRESS/PHONE		
☐ BENEFIT PLAN		
☒ OTHER <u>Turned Down Job</u>		
☐ OTHER _____		

THE REASON FOR THE CHANGE(S):

☐ HIRED	☐ PROBATIONARY PERIOD COMPLETED
☐ RE-HIRED	☐ LENGTH OF SERVICE INCREASE
☐ PROMOTION	☐ RE-EVALUATION OF EXISTING JOB
☐ DEMOTION	☐ RESIGNATION
☐ TRANSFER	☐ RETIREMENT
☐ MERIT INCREASE	☐ LAYOFF
☐ WAGE SCALE CHANGE	☐ DISCHARGE
☐ LEAVE OF ABSENCE FROM _____ (DATE) UNTIL _____ (DATE)	
TYPE OF LEAVE _____	
☒ OTHER (Explain) <u>Originally accepted position. Sent email out on 10-08-25 explaining she decided to stay at her current employer.</u>	

AUTHORIZATION:

EMPLOYEE SIGNATURE	DATE
SUPERVISOR SIGNATURE <u>[Signature]</u>	DATE <u>10/8/2025</u>
HUMAN RESOURCES MANAGER <u>[Signature]</u>	DATE <u>10-08-25</u>

At the regular meeting of the County Commission of Harrison County held on Wednesday October 1, 2025, Commissioners Susan Thomas, David Hinkle and Patsy Trecost II were present. Also present were John Spires, County Clerk and Laura Pysz-Laulis, County Administrator. Commissioner Thomas opened the meeting and Commissioner Trecost said a prayer and led those present in the Pledge of Allegiance to the flag.

1. **Public Comment Period:** Paul Howe, VFW Post #573, funding request for the Veterans Day Parade. Trecost moved to approve \$2,500.00 for the Veterans Day parade. Commission concurred.

Greg Dale spoke on the tax issue with Horizons school, Hillside Christian Academy. Bill O'field spoke in favor of in-person public comments.

9:40 A.M. --- Special Funding Request from the West Fork Conservation District requesting \$8,000.00 towards OM&R Salem Fork Dams: Bill Coffindaffer from the West Fork Conservation District, gave an overview of the funding request. Hinkle moved to approve \$8,000.00. Commission concurred.

2. **Consent Agenda:** Hinkle moved to approve as presented. Commission concurred.
3. **Payroll Change Notices:** Hinkle moved to approve. Commission concurred.
 - A. Cherra Taylor – Community Corrections – Resignation – Effective 10/22/25
 - B. Skyler Gullo – Community Corrections – New Hire – Effective 10/14/25
 - C. Kassandra Parrish – Assessor – Resignation – Effective 09/16/25
 - D. Mike Book – Parks & Rec. – Retirement – Effective 11/09/25
 - E. Jennifer VanGilder – Grant Writer / Administrator – New Hire – Effective 10/20/25
 - F. Mackenzie Simmons – Commission – Promotion – Effective 10/10/25
4. **Minutes and/ or Amended Minutes of Previous Meetings:** Hinkle moved to approve as presented. Commission concurred.
 - A. Commission Meeting Minutes for September 17, 2025
5. **Requisitions --- Purchase Orders --- Invoices:** Hinkle moved to approve A, B and C. Commission concurred.
 - A. ARPA – Greater Harrison PSD Draw #23 - \$10,000.00
 - B. Quotes
 - C. Vendor List of Payments

6. **Exonerations --- Corrective Tickets --- Joint Property Applications:** Hinkle moved to approve. Commission concurred. Hinkle moved to approve. Commission concurred.
 - A. **Personal Property** – Exonerations & Corrective Tickets
 - B. **Real Estate** – Exonerations & Corrective Tickets
7. **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 Bonds issued for the Charles Pointe Economic Opportunity Development District, Series 2021 A & B (Development District No. 3 White Oaks Project No. 2) & Series 2008 A (Charles Pointe Project No. 2- North Land Bay Improvements:** Hinkle moved to approve A and B. Commission concurred.
 - A. **Series 2008A** - \$3,797.00
 - B. **Series 2016A** – \$987.50
8. **Review—Discuss—Consider** Having staff work with the different municipalities in the County to help fund the Animal Control Facility: Commissioner Hinkle explained that the County handles the Animal Control for various cities and would like to seek funding from those cities. Hinkle moved to direct staff to work with municipalities to help fund the Animal Control building. Commission concurred.
9. **Review—Discuss—Consider** Budget Revisions for the current 2025-2026 budget for the Prosecuting Attorney’s Office: Hinkle moved to approve the budget revision. Commission concurred.

From:	To:	Amount:
405-341 Materials & Supplies	405-108 Overtime	\$10.00
	405-348 Charges By Other Gov Units	\$25.00
TOTAL:		\$35.00

10. **Review—Discuss—Consider** Settlement Agreement with Rycon Construction (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): Hinkle moved to enter into executive session. All three Commissioners along with Trey Simmerman, County Attorney, and Laura Pysz-Laulis, County Administrator, were present in the executive session. Commission concurred. Hinkle moved to exit executive session and enter into regular session. Commission concurred. Hinkle moved to approve the settlement agreement pending the City of Clarksburg installing a man hole on the line and having the line rechecked before October 15, 2025. Commission concurred.
11. **Review—Discuss—Consider** Recommendations on the Fire Services RFP: Laura Pysz-Laulis explained that Paul Bump and Peggy Bailey would like to discuss this matter with the Fire Chiefs and that meeting is this evening, therefore they would like this matter tabled until after the Fire Chief meeting. Hinkle moved to table this item. Commission concurred.

- 12. Review—Discuss—Consider** Changing public comments to email only: Hinkle moved to table this item. Commissioner Thomas and Commissioner Hinkle voted in favor. Commissioner Trecost voted against. Motion carried.

10:05 A.M. --- Hearing on Petition to Accept a Copy of a Will – Kasey Wertheim: Angela Wertheim, wife of the decedent, explained that she has exhausted all aspects to find the original will and would like the Commission to approve the accepting a copy of the will for probate. Hinkle moved to accept a copy of the will. Commission concurred.

- 13. Review—Discuss—Consider** Adoption of a Resolution and Order providing for the further amendment of the County Commission's outstanding Amended and Restated Subordinate Tax Increment Revenue Bonds, Series 2021 B Taxable (Development District No. 3- White Oaks) to increase the principal amount thereof, extend the draw period for such Bonds and make other related amendments to such Bonds (potential executive session pursuant to the attorney-client privilege): Hinkle moved to adopt the resolution and order providing further amendment of the County Commission's outstanding amended and restated subordinate tax increment revenue bonds, series 2021 B taxable (Development District No. 3 – White Oaks) and to affix the appropriate signatures. Commission concurred. Tom Aman gave an overview of the history of the agenda item.
- 14. Review—Discuss—Consider** A Resolution authorizing the acceptance of funds from the Department of Homeland Security for the FY2024 Homeland Security Grant Program: Gina Jones gave an overview of the resolutions. Hinkle moved to approve the resolution for Homeland Security grant in tem A and B. Commission concurred.
- A. Election Security Equipment
 - B. Law Enforcement Level IV Body Armor Plates
- 15. Review—Discuss—Consider** A Resolution authorizing the filing of the application to the Department of Homeland Security for the FY2022 Homeland Security Grant Program: Hinkle moved to approve resolutions for 2022 in A, B, C and D and affix the appropriate signatures. Commission concurred.
- A. 30 Statewide Interoperable Radio Network (SIRN) Radios for Law Enforcement
 - B. Digital Radio Frequency Tuner for Countywide SIRN Radios
 - C. Emergency Back-Up Generators and Climate Control for SIRN Tower Sites
 - D. Aerial Surveillance, Disaster Recovery and Public Event Security
- 16. Review—Discuss—Consider** A Resolution authorizing the filing of the application to the Department of Homeland Security for the FY2023 Homeland Security Grant Program: Hinkle moved to approve the resolutions for 2023 in A, B, C and D and affix the appropriate signature. Commission concurred.
- A. 30 Statewide Interoperable Radio Network (SIRN) Radios for Law Enforcement
 - B. Digital Radio Frequency Tuner for Countywide SIRN Radios
 - C. Emergency Back-Up Generators and Climate Control for SIRN Tower Sites
 - D. Aerial Surveillance, Disaster Recovery and Public Event Security
- 17. Review—Discuss—Consider** Appointing Jim Copenhaver to the Ambulance Authority Board: Hinkle moved to approve. Commission concurred.

- 18. Review—Discuss—Consider** Update on Sewer: Laura Pysz-Laulis advised that there is no update on the sewer until there is discussion with the City of Clarksburg.
- 19. Review—Discuss—Consider** Update on Ellis Property: Laura Pysz-Laulis advised that the only update there is regarding the Ellis property is the Last date for the flea market this year is Oct. 11th.
- 20. Review—Discuss—Consider** Rail Trail Update (Potential Executive Session pursuant to 6-9A-4(B)(9) to consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision): Commissioner Hinkle gave an overview of what Thrasher had worked up regarding the trail from Lost Creek to Mount Clare and the totals. Commissioner Hinkle advised that there are funds set aside for the trail. Hinkle moved to take the funds that have been set aside to start the project with the trail. Commission concurred.
- 21. Review—Discuss—Consider** Travel Requests for the following 911 Employees to go to the West Virginia Northern Community College, New Martinsville Campus on October 27, 2025 for the APCO Cybersecurity Fundamentals for the Emergency Call Center Class: Hinkle moved to approve travel. Commission concurred.
- A. Becca Martin
 - B. Steve Martin
 - C. Lindsay Atha
 - D. Megan Rowand
 - E. Jacob Hyre
 - F. Trevor Vance
 - G. Becca Ayers
 - H. Bianca Jamen

Hinkle moved to remove item two on the tabled items and discuss it in executive session. Commission concurred. All three Commissioners along with Trey Simmerman, Laura Pysz-Laulis and Tom Aman will be present for the executive session.

Commissioner Hinkle left the meeting.

Commissioner Thomas moved to exit executive session and enter into regular session.

Commissioner Thomas and Commissioner Trecost voted in favor. Commissioner Hinkle was absent. Motion carried.

There was no action taken on item two and this matter will stay on the tabled items.

Tabled Item #1:

Trecost moved to allocate funds in the amount of \$454,000.00 from FY22-23 from 027-913 (Improvement Opportunity) and transfer \$246,000.00 from line item 001-401-566 (General County) to line item 001-424-458-01 (Rail to Trail project) for work on the Rail Trail from Mount Clare to Lost Creek. Commission concurred.

22. Administrator's Report: NONE

23. Commissioner Comments – Questions: NONE

Trecost moved to adjourn. Commission concurred.

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

Susan Thomas, President

Date

DRAFT

Date of Meeting	10/15/2025	QUOTES		
Department	Vendor	Description	Price	Line Item #
911	Headset World USA	Six SHG Starkey S134-con-pl Dispatch Headsets, Six SHG PL Series In-Line mute switches plus shipping	699.88	027-711-459-00
County Clerk	Casto & Harris	(30) Deed of Trust Books, 15,000 sheets	\$5,039.00	001-402-342-00
County Clerk	Amazon	Maintaenance Kit for HP LaserJet Enterprise m610	\$239.39	001-402-341-00
County Clerk	Champion Industries	(5) Toner 90 A, (5) Toner 147 A	\$2,358.80	001-402-341-00

COMMISSIONER'S SIGNATURE

COMMISSIONER'S SIGNATURE

COMMISSIONER'S SIGNATURE

Date of Meeting	10/15/2025	Invoice							
Department	Vendor	Description	General County Fund	E-911	Vital Services Levy	Community	Community	ARPA	Community
Name	Name	Note	001	007	027	Corrections	Improvement Fund 026	Fund	Needed
911 Center	Canon Financial Services	Copier Rental Fees for 911			261.94				
911 Center	Frontier	911 / Taylor County Phone Bill		\$822.63					
911 Center	Mon Power	Grafton Tower Electric Utility Bill							\$554.43
911 Center	Hope Gas	911 Center Gas Utility Bill		\$26.50					
911 Center	City of Bridgeport	735 Genesis Blvd - 911 Center - Water, Sewer, Sprinkler Fee, Fire Fee, Utility Tax		\$296.83					
911 Center	APCO International	Emergency Medical Dispatcher recertification and reinstatement (Cathy Willis)		\$110.00					
911 Center	Frontier	Multiple Invoices - Internet Service for JSJOC Charles Pointe, Taylor County phone exchange that rings direct to JSJOC Charles Point, Phone Service including voice and data circuits for JSJOC Charles Pointe		\$4,815.30					

5-B.

911 Center	Waste Management	Garbage disposal service for JSJOC Charles Pointe			\$197.27				
911 Center	Lowes	Black Rustoleam paint and brush to paint generator piping at Tower Sites							\$17.64
911 Center	NENA	NENA - National Emergency Number Association yearly membership dues for all 911 personnel		\$1,650.00					
911 Center	Alpha Energy Solutions	HVAC Service Agreement for Salem, PK, and Lost Creek Tower Sites							\$933.33
911 Center	Alpha Energy Solutions	HVAC Service Agreement for Shinnston and Grafton Tower sites							\$708.33
911 Center	Alpha Energy Solutions	HVAC Service Agreement for JSJOC Charles Pointe			\$800.00				
911 Center	Heather Mick	Travel Reimbursement - Critical Incident Management class at Ripley, WV		\$44.16					

911 Center	Central Square Technologies	PS Pro Criminal History project management and technical services (allows criminal history background checks to be ran direct from CAD)		\$2,340.00					
911 Center	Harrison Rural Electric Association	Utilities - 911 Center Electric Utility Bill Genesis Blvd Location		\$2,481.59					
911 Center	Truist Bank	2025 West Virginia CIT Summit Registration		\$150.00					
911 Center	UniFirst Corp	Carpet Runner Service for JSJOC Charles Pointe			\$62.25				
911 Center	Alpha Energy Solutions	HVAC Service Agreement for JSJOC Charles Pointe			\$800.00				
911 Center	Alpha Energy Solutions	HVAC Service Agreement for Salem, PK, and Lost Creek Tower Sites							\$933.33
911 Center	Alpha Energy Solutions	HVAC Service Agreement for Grafton and Shinnston Tower sites							\$708.33

911 Center	Language Line Service	Subscription for 24/7 phone assistance for interpreter service to assist with non-english speaking 911 callers		\$25.52					
911 Center	The Water Shop	Bottled Water Delivery for JSJOC Charles Pointe			\$37.50				
Ambulance Authority	WVU Medicine - University Health Associates	Medical Direction Dr. Scheidler			\$7,152.00				
Animal Control	West Virginia Board of Veterinary Medicine	CAET Training - Lacey Workman			\$342.54				
Animal Control	Frontier	Animal Control Phone Bill			\$198.63				
Animal Control	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for Animal Control - September			\$366.67				
Animal Control	Clarksburg Veterinary Hospital	Multiple Invoices - Walnut x2 & Bandit			\$479.56				
Animal Control	Clarksburg Veterinary Hospital	Multiple Invoices - September 2025 Spay & Neuter			\$639.00				
Animal Control	Liberty Distributors	Supplies - (2) 30x37 16mic Can Liner Natural			\$72.92				

Animal Control	Enterprise Sanitation Inc.	Garbage Utility Service Bill for Animal Control			\$178.01				
Animal Control	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for Animal Control - October			\$366.67				
Animal Control	Staples	Copy Paper			\$214.65				
Assessor	Frontier	Assessor Statewide Computer Phone / Internet Bill	\$72.56						
Assessor	The Water Shop	Spring Water (12)	\$72.00						
Circuit Clerk	First Guaranty Bank	Credit Card Finance Charges	\$2.55						
Circuit Clerk	Albert Marano	Milage to and back for WVACO Board Meetings at Pipestem Resort (365 miles @ \$0.70)	\$249.20						
Circuit Court	The Water Shop	Water for Harrison County Circuit Court - Judge McMunn's Jury Room	\$27.00						
Circuit Court	The Water Shop	Water for Harrison County Circuit Court - Judge Shaffer's Jury Room	\$33.00						

Circuit Court	The Water Shop	Water for Harrison County Circuit Court - Judge McCarthy's Jury Room	\$63.00						
Circuit Court									
Commission	Queen City Business Systems	Copier Rental Contract	\$294.64						
Commission	Canon Financial Services	Copier Rental Fees for the Commission	\$1,309.73						
Commission	Frontier	Courthouse Phone Service Bill	\$434.11						
Commission	Frontier	Courthouse Phone / Internet Bill	\$375.58						
Commission	Mon Power	Public Safety Building Electric Utility Bill	\$1,246.26						
Commission	Mon Power	VA Rail Trail Electric Utility Bill	\$106.68						
Commission	US Bank / Amazon	32 Inch Privacy Screen Filter for Computer 16:9 Widescreen Monitor	\$59.99						
Commission	US Bank / Amazon	(2) Von Duprin EPT1028 RPT 10 SP28 PRW 10-24 Guage for Commission Office Door	\$456.86						
Commission	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Jail Annex	\$1,041.67						

Commission	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Sheriff's Office	\$941.67						
Commission	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the GSA Building	\$1,091.67						
Commission	Waste Management	609 West Main Street - Sheriff's Office Garbage Utility Bill	\$125.07						
Commission	Waste Management	301 West Main Street - Courthouse Garabe Utility Bill	\$242.60						
Commission	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Extension Office & Old DHHR Building	\$477.78						
Commission	Reference Services Inc	Background Check	\$62.50						
Commission	McKinley Architecture & Engineering	Repair Lift in Community Corrections	\$2,240.50						
Commission	McKinley Architecture & Engineering	Courthouse Utilization Study - Professional Services Scan entire Courthouse and 1st Floor of Annex	\$12,085.55						

Commission	McKinley Architecture & Engineering	Ellis Master Plan - Site Analysis of property; discussions with Commissioners and staff on vision for property	\$8,450.00						
Commission	McKinley Architecture & Engineering	Royal Chrysler Phase 1 - Survey and field study of Royal Chrysler Building and surrounding areas	\$12,499.75						
Commission	McKinley Architecture & Engineering	GSB Building Evaluation	\$2,002.15						
Commission	UniFirst Corporation	Weekly Rugs / Maintenance Contract for the Courthouse	\$169.38						
Commission	Clarksburg Water	General Service Building Water Utility Bill	\$433.51						
Commission	Clarksburg Water	Extension Office Water Utility Bill	\$121.19						
Commission	Clarksburg Water	Courthouse Water Utility Bill	\$628.36						
Commission	Clarksburg Water	306 Washington Ave, Clarksburg Water Utility Bill	\$376.55						
Commission	Clarksburg Water	307 Washington Ave, Clarksburg Water Utility Bill	\$319.21						
Commission	Clarksburg Water	609 West Main Street - Sheriff's Office Water Utility Bill	\$345.97						

Commission	Alpha Energy Solutions	Service Call - Completed replacement of AHU and Condenser as requested	\$12,147.00						
Commission	Meuse-Argonna VFW Post 573	Special Funding Request from the Meuse-Argonne VFW Post 573 requesting \$2500.00 towards their Veteran's Day Parade					\$2,500.00		
Commission	West Fork Conservation District	Special Funding Request from the West Fork Conservation District requesting \$8000.00 towards the OM&R Salem Fork Dams					\$8,000.00		
Commission	Vertical Transport Consulting, LLC	Professional Service - (2) Annual Elevator Inspections, (2) Witnessing & Documenting of Annual No Load Elevator Safety Test, (1) Operation Fee	\$603.38						
Commission	Visual Edge IT	Copier Rental for the Sheriff's Office	\$189.95						

Commission	Advantage Technology, LLC	Harrison County Commission Monthly Billing for October, 2025 for (400) Office 365 G1 (GCC) Annual Commitment Paid Monthly, & (10) Office 365 G3 (GCC) Annual Commitment Paid Monthly	\$4,230.00						
Commission	Visual Edge IT	Copier Rental for the Prosecuting Attorney's Office	\$989.27						
Commission	West Virginia Labor Law Poster Service	Supplies - (1) 2026 Complete Set of Fed. And State Posters, (12) 2026 Complete Set of Fed. And State WV (add'l)	\$1,339.50						
Commission	US Cellular	Harrison County Commission Phone Bill	\$318.44						
Commission	The Arc of Harrison County, Inc	Billing for the month of September, 2025 for Darius Jackson 53.50 Hours x \$11.00	\$588.50						
Commission	Software Systems Incorporated	Courthouse Contractual - Level 2 & 3 Maintenance - September, 2025	\$2,050.45						
Commission	US Bank	Quiet Dell School Water Utility Bill	\$44.89						

Commission	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the GSA Building	\$1,091.67						
Commission	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Sheriff's Office	\$941.67						
Commission	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Extension Office & Old DHHR Building	\$477.78						
Commission	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Annex	\$1,041.67						
Commission	PACE Shredding	Professional Shredding Service	\$358.00						
Commission	The Water Shop	Water for the Commission Office	\$30.00						
Commission	Benedum Airport Authority	Special Funding Request to assist in finishing new terminal facility					\$150,000.00		
Commission	Command Communications	Radio Batteries for Security			\$222.00				

Commission	North Central West Virginia Airport	Request for Disbursement from TIF Fund for the County Commission of Harrison County Development District No. 6 - North Central West Virginia Airport							\$250,000.00
Commission	MVB Bank	609 West Main Street Property Payment	\$6,222.12						
Commission	Harrison County Bank	Airport Property Payment	\$34,395.48						
Commission	Hart Office Solutions	Copier Rental for Vital Statistics	\$140.59						
Commission	McKinley Architecture & Engineering	Shinnston Tower Road Project - Site Analysis 08/25/25							\$1,426.45
Commission	Staples	Copy Paper	\$81.00						
Commission	Fleetcor (dba Fuelman)	Gasoline Purchases for September, 2025	\$18,499.43						
Commission	A-1 Exterminating	General Pest Control Services for the Senior Center	\$90.00						
Commission	A-1 Exterminating	General Pest Control Services for the Sheriff's Office	\$90.00						
Commission	A-1 Exterminating	General Pest Control Services for the GSA Building	\$210.00						

Commission	A-1 Exterminating	General Pest Control Services for the Old DHHR Building	\$173.25						
Community Corrections	National Certification Commission for Addiction Professionals	N CPRSS Renewal for Jessica Smith				\$200.00			
Community Corrections	OpAns	DBS Toxicology Panels September 2025				\$8,100.00			
Community Corrections	BestNotes, LLC	September 2025 - Monthly Fee, Monthly Fee Additional Users, Monthly Fee				\$620.00			
Community Corrections	Solid Ground Therapy Services	Clinical Supervision - September 2025				\$200.00			
Community Corrections	Division of Motor Vehicles / Safety & Treatment Services	Safety & Treatment Class - September 2025				\$1,125.00			
Community Corrections	Redwood Toxicology Laboratory, Inc	August 2025 - Urine Analysis				\$8,238.95			
Community Corrections	Aqua Filter Fresh Inc	Water Set Up and Delivery				\$84.30			

Community Corrections	Alcohol Monitoring Systems, Inc	CAM Daily Monitoring Fee (Sept. 2025), Remote Breath Monitoring Fee (Sept. 25025), Remote Breath Prorated Rent (9/22/25)				\$2,433.74			
Community Corrections	Micro Distributing II, LTD	September, 2025 - Mega Hair Panel, 16 Panel Drug Urine Test, Additional Substances Test, Additional Substances Test				\$52,136.50			
Community Corrections									
County Clerk	Compiled Technologies	(8) Vital Birth Paper, (4) Vital Death Paper, (8) Vital Marriage Paper	\$2,500.00						
County Clerk	The Water Shop	Water for The County Clerk's Office	\$54.00						
County Clerk	US Bank - Amazon	(2) Laptop Case and Wireless Mouse	\$44.76						
County Garage	Fisher Auto Parts	Multiple Invoices - Supplies	\$161.02						

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Home Incarceration	Canon Financial Service	September 2025 Copier Fee							\$130.97
Home Incarceration	Buddi US LLC	September 2025 Smart Tags							\$5,084.40
Law Enforcement	Robins Perfect Fit	Patches - Bartlett	\$12.00						
Law Enforcement	Trans Union Risk & Alternative	Online Investigation Service	\$1,518.00						
Law Enforcement	Command Communications	Replacement Radio Batteries	\$209.97						
Law Enforcement	Bennys Boot Hill	Safety Toe Shoe - Wariner	\$153.00						
Law Enforcement	Skasiks Cleaners	Dry Cleaning	\$499.95						
Law Enforcement	Project Lifesaver Inc	Transmitter Set							\$62.24
Law Enforcement	First Guaranty Bank	Credit Card Charges for Waybright	\$277.96						
Law Enforcement	First Guaranty Bank	Deputies Credit Card Charges	\$1,782.63						
Law Enforcement	First Guaranty Bank	Deputies Credit Card Charges	\$2,257.06						
Law Enforcement	First Guaranty Bank	Deputies Credit Card Charges	\$2,982.73						
Law Enforcement	First Guaranty Bank	Deputies Credit Card Charges	\$156.90						
Law Enforcement	Tritech Software Systems (Central Square)	Zuercher Fees	\$2,521.20						
Law Enforcement	HillBilly Truck Repair LLC	2008 Ford F250	\$433.55						

Law Enforcement	Zach Bartlett	Reimbursement - Card was shut off - Had to use personal Card for Payment	\$93.99						
Law Enforcement	Optimum	Internet	\$156.02						
Magistrates	The Water Shop	Water for Harrison County Magistrate Clerks Office	\$27.00						
Maintenance	Liberty Distributors	Supplie - (10) Metered Air 12 Can Variety pack, (20) 38x60 17mic Can Liner Natural, (20) 24x33 8mic Can Liner Natural	\$1,799.00						
Maintenance	R. D. Wilson Sons & Company	Supplies - (6) Pledge Multi surface Aerosol Rainshower	\$263.92						
Maintenance	ULINE	Supplies - (24) Rubbermaid Toilet Brush & Caddy, (15) White paper roll towel, (15) ULINE Jumbo Bath Tissue, (12) Fabuloso Cleaner - Ocean Cool 1 Gal	\$2,801.22						
Maintenance	R.D.Wilson Sons & Company	Multiple Invoices - Supplies - Foamy Cranberry Ice Hand Soap	\$146.58						

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Parks & Rec.	Mon Power	Quiet Dell School Electric Utility Bill			\$131.09				
Parks & Rec.	Mon Power	Quiet Dell School Barracks Electric Utility Bill			\$15.73				
Parks & Rec.	Waste Management	Parks & Rec. Garbage Utility Bill for Summit Park			\$227.44				
Parks & Rec.	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Rec Center			\$238.89				
Parks & Rec.	Enlarged Hepzibah PSD	Water & Sewer for Spelter Ball Field			\$82.56				
Parks & Rec.	Summit Park PSD	Water & Sewer Utility Bill for Summit Park Ball Field			\$0.68				
Parks & Rec.	Duncan Contracting	Isolating electrical circuits for removal and consolidating 3 phase circuitry - Sunset/Ellis			\$750.00				
Parks & Rec.	Liberty Distributors Inc	Cleaning Supplies			\$376.36				
Parks & Rec.	US Bank	Amazon - Lanyards			\$39.50				
Parks & Rec.	US Bank	Amazon - Binders & Badge Holders			\$152.44				
Parks & Rec.	US Bank	Amazon - Trailer Latch Kits			\$39.98				
Parks & Rec.	UniFirst Corp	Weekly Rugs / Supplies			\$38.26				
Parks & Rec.	McCarty's	Monthly Portable Toilets			\$500.00				

Sheriff & Treasurer	VISA / First Guaranty Bank	Amazon Monthly, Calendar for wall, Misc. Supplies, Meeting for Sheriff's Association, Finance Charges	\$1,463.12						
Sheriff & Treasurer	Joni Childers	Supplies - (10) Black Toner for printers	\$3,678.30						
Staging	The Water Shop	Water	\$48.00						
Storage Garage	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Storage Garage - September, 2025	\$366.67						
Storage Garage	Alpha Energy Solutions	HVAC Preventative Maintenance Agreement for the Storage Garage - October, 2025	\$366.67						
Tax Office	Robert Matheny	Reimburse for Meal - Required Overnight Stay	\$45.46						
WVU Extension	Harrison County 4-H Leaders Association	ECI Salaries - 2025 4-H County Camp (Program Assistant - ECI)	\$3,000.00						
			\$371,289.13	\$371,289.13	\$18,294.18	\$73,138.49	\$160,500.00	\$0.00	\$270,934.45
					Grand Total:	\$1,265,445.38			

Commissioner's Signature

Commissioner's Signature

Commissioner's Signature

10/15/2025

Date of Meeting

From: 10/15/2025

To: 10/15/2025

Apply Filter

Clear

Owner	Amount
CLARK WILLIAM G ESTATE	1255.72
HENDERSON RICHARD & JOHN SEBASTIAN	15.37
NEELY GERALD EDWARD & RAMA T OLIVERIO	37.75
QUEEN MARTIN L	468.33

EXONERATIONS

STATE OF WEST VIRGINIA

COUNTY OF HARRISON

Real Estate

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

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

On the 15th day of October, 2025 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **HENDERSON RICHARD & JOHN SEBASTIAN** whose address is, 6 SUSSEX CT BRIDGEPORT, WV 26330, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **660** on **1.25**, Class **3/4** in **SIMPSON-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **0**, Class **3/4** in and for the year **2025**, resulting in a difference in assessed value of **660**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2025**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned property should have been deleted & consolidated with 15-371/1 #6349150. It was consolidated with parcel 1 but not deleted. Exonerate a value of 660 at a Class 3 rate of levy to correct the overcharge.

District: **15 - SIMPSON-OUTSIDE**Account No. **6349098**Ticket No. **53487**Tax Year **2025**Parcel ID: **15 350003100000000**

Amount Exonerated: \$15.37

PRESENT:

Prosecuting Attorney
(or)

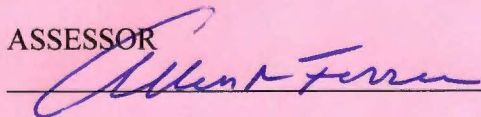
APPROVED: President, County Commission

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR



EXONERATIONS

STATE OF WEST VIRGINIA

COUNTY OF HARRISON

Real Estate

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

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

On the 15th day of October, 2025 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **NEELY GERALD EDWARD & RAMA T OLIVERIO** whose address is, 375 NEELY HOLLOW RD JANE LEW, WV 26378, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **16620** on **182.64 AC KINCHELOE**, Class **2** in **UNION-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **13380**, Class **2** in and for the year **2025**, resulting in a difference in assessed value of **3240**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2025**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned property was timbering on the farm for the 2024 tax year so we added an override value on the timber portion of the land. Taxpayers are no longer timbering but the override value was erroneously left on for the 2025 tax year. Exonerate a value of 3,240 at a Class 2 rate of levy to correct the overcharge.

District: **20 - UNION-OUTSIDE**Account No. **6440185**Ticket No. **76276**Tax Year **2025**Parcel ID: **20 444000100000000**

Amount Exonerated: \$37.75

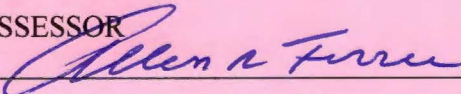
PRESENT:

Prosecuting Attorney

(or)

PRESENT: Tax Commissioner_____
ATTEST: County Clerk

ASSESSOR

_____
APPROVED: President, County Commission_____
ORDER ENTERED TO STATE AUDITOR

EXONERATIONS

STATE OF WEST VIRGINIA

COUNTY OF HARRISON

Real Estate

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

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

On the 15th day of October, 2025 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **QUEEN MARTIN L** whose address is, C/O ROSALYN QUEEN PO BOX 4512 BRIDGEPORT WV 26330, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **40200** on **1 LOT "E" SD 94 & PT 93 UNION LAND CO 5TH ADD**, Class **3/4** in **CLARK-OUTSIDE**, Harrison County, West Virginia, which should have been assessed at **40200**, Class **2** in and for the year **2025**, resulting in a difference in assessed value of **0**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2025**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned property was owner occupied, therefore Class 2 applies. Exonerate a value 20,100 at a Class 3 rate of levy to correct the overcharge.

District: **01 - CLARK-OUTSIDE**Account No. **6316881**Ticket No. **2677**Tax Year **2025**Parcel ID: **01 10202250001000**

Amount Exonerated: \$468.33

PRESENT:

Prosecuting Attorney
(or)

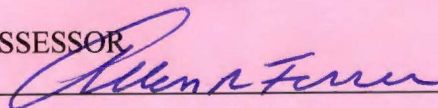
APPROVED: President, County Commission

PRESENT: Tax Commissioner

ORDER ENTERED TO STATE AUDITOR

ATTEST: County Clerk

ASSESSOR



EXONERATIONS

STATE OF WEST VIRGINIA

COUNTY OF HARRISON

Real Estate

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

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

On the 15th day of October, 2025 issued the following order, which was made and entered, to-wit:

Upon application of DMCNEMAR for **CLARK WILLIAM G ESTATE** whose address is, 119 TEMPLE TER CLARKSBURG, WV 26301, who proved to the satisfaction of the Commission that said property owner is aggrieved by an erroneous assessment of **81540** on **1 LOT 1 WEL CO 1ST ADD (46 1/2 X 116 1/2)**, Class **3/4** in **CLARK-CLARKSBURG**, Harrison County, West Virginia, which should have been assessed at **81540**, Class **2** in and for the year **2025**, resulting in a difference in assessed value of **0**. The Commission therefore, orders that the said applicant be and is hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed, in and for the year **2025**, if the same has not been paid, and if it has been paid, that the Sheriff refund the same to them.

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

The above mentioned property was changed to Class 4 when in fact the property was owner occupied, therefore Class 2 applies. Exonerate a value of 40,770 at a Class 4 rate of levy to correct the overcharge.

District: **03 - CLARK-CLARKSBURG**Account No. **6042123**Ticket No. **5950**Tax Year **2025**Parcel ID: **03 4039500000000**

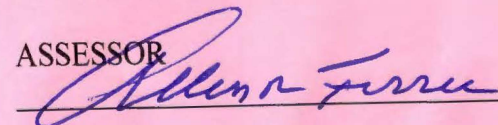
Amount Exonerated: \$1255.72

Prosecuting Attorney
(or)

PRESENT: Tax Commissioner

ATTEST: County Clerk

ASSESSOR



PRESENT:

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. (10/15/25)

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 **\$16,900.83**.

5. The total amount requested to be disbursed from the Series A Administrative Expense Fund pursuant to this Requisition is **\$16,900.83**. 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) **\$16,900.83** 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 **15th day of October, 2025.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

MuniCap, Inc.	Invoice #092025-080	Date: 09/29/2025	\$ 13,987.50
UMB Bank	Invoice #1024666	Date: 09/19/2025	\$ 2,500.33
Jackson Kelly	Invoice #1248823	Date: 10/09/2025	\$ 413.00

Total **\$ 16,900.83**

JACKSONKELLY^{PLLC}

Attorneys at Law

P.O. BOX 45705

BALTIMORE, MD 21297-5705

TELEPHONE 304-340-1000 FAX 304-340-1130

EMPLOYER I.D. NO. 550394215

34382
Charles Pointe Community Enhancement District
c/o Harrison County Commission
Attn: Michelle Tonkin
301 West Main Street
Clarksburg, WV 26301-2974
mtonkin@harrisoncountywv.com
lpysz@harrisoncountywv.com
maimbrogno@jacksonkelly.com

October 9, 2025
Invoice No. 1248823

Total Amount of Current Invoice # 1248823

\$413.00

****PLEASE RETURN THIS PAGE WITH REMITTANCE****

NOTE: Should you have any questions please contact JK_Finance@jacksonkelly.com.

ACH Instructions

To ensure proper credit to your account, please include the invoice number(s) being paid.

BANK	ACCOUNT NAME	CURRENCY	ACCOUNT #	ABA ROUTING #	SWIFT CODE
Truist	Jackson Kelly PLLC	USD	5172879588	051503394	BRBTUS33

If you would prefer to have your invoices emailed or need to update your current email on file, please contact us at JK_Billing@jacksonkelly.com.

PAYMENT DUE November 8, 2025

JACKSONKELLY^{PLLC}

Attorneys at Law

P.O. BOX 45705

BALTIMORE, MD 21297-5705

TELEPHONE 304-340-1000 FAX 304-340-1130

EMPLOYER I.D. NO. 550394215

34382
Charles Pointe Community Enhancement District

Page: 2
October 9, 2025
Invoice No. 1248823

For Legal Services Rendered through September 30, 2025.

Matter 301
TIF Bond Assessments

<u>Date</u>	<u>Timekeeper</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
09/03/25	M. Imbrogno	Conference call with Municap and County bond counsel regarding reallocation of certain settlement amounts in connection with transfer of improved residential properties.	0.70	206.50
09/05/25	M. Imbrogno	Corresponding with new board member regarding status of oath of office.	0.10	29.50
09/19/25	M. Imbrogno	Corresponding with board members regarding appointment matters.	0.50	147.50
09/22/25	M. Imbrogno	Corresponding with board members regarding appointment matters.	0.10	29.50
		Total Hours	1.40	
		Services		\$ 413.00
		Total This Matter		\$413.00

cc: Laura Pysz
lpysz@harrisoncountywv.gov

If you would prefer to have your invoices emailed or need to update your current email on file, please contact us at JK_Billing@jacksonkelly.com.

PAYMENT DUE November 8, 2025



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

Invoice 1024666

Invoice Date:	September 19, 2025
Account Number:	141961.1
Administrator:	Teri Donofrio
Phone Number:	(612) 337-7005
Email:	Teresa.Donofrio@umb.com

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

Billing Period:	August 1, 2025 through August 31, 2025
-----------------	--

Prior Balance:	\$5,401.66
Payments Received as of September 8, 2025	\$ 0.00
Adjustments	\$ 0.00
Outstanding Balance:	\$5,401.66

Current Billing Period:	
Current Period Fees	\$2,500.33
Total Fees Due	\$7,901.99

Remittance Stub
Billing Period 08/01/2025 - 08/31/2025

Account Number:	141961.1
Invoice Number:	1024666
Remit Balance	\$7,901.99

Payment Due Upon Receipt

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

☐ Check Enclosed \$ _____

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

WIRE PAYMENT INSTRUCTIONS:

UMB Bank, N.A. Kansas City, Missouri
ABA No. 101 000 695
SWIFT BIC/Code UMKCUS44
BNF Account 98 0000 6823
BNF Name Trust
Reference 1024666
Attention Fee Processing

2024



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

Invoice 1024666

Account Detail

Account Number: 141961.1

Charles Pointe Project 2008AB

Administrative Fees

Administration Fee	\$458.33
Extraordinary Administration Fees	2,042.00

Administrative Fees Total	\$2,500.33
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Account Total	\$2,500.33
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UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

Invoice 1024666

Statement of Receivables

Reflects Only Those Payments Received And Applied As of September 8, 2025

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
1018975	July 16, 2025	June 1, 2025 to June 30, 2025	3,211.33	54 days
1021947	August 20, 2025	July 1, 2025 to July 31, 2025	2,190.33	19 days
Total Balance Due			5,401.66	

MuniCap, Inc.
Suite 210
8965 Guilford Road

INVOICE

Invoice Date 9/29/2025
Invoice # 092025-284

Balance Due \$2,887.50

Remit check to:

or

Wire Instructions:

Bill To:

Mrs. Susan Thomas
County Commission of Harrison
County WV
229 South 3rd Street
Clarksburg, WV 26301

MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

*Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500*

*ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31*

Project Charles Pointe Consulting 2263

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date
9/29/2025

Invoice #
092025-284

MuniCap, Inc.
Suite 210
8965 Guilford Road

Terms Client #
Net 30, ... 2263

Project		Charles Pointe Consulting		
Item	DATE	Description	Hrs	Amount
Exec VP (DS)	8/4/2025	Update excise and property tax projections.	3.5	962.50
Exec VP (DS)	8/5/2025	Research comparable sales.	2.5	687.50
Exec VP (DS)	8/6/2025	Revise, proof, and circulate projections. Attend conference call.	2	550.00
Exec VP (DS)	8/8/2025	Revise projections based on comments. Proof and circulate.	2.5	687.50
		Subtotal Fees:		2,887.50
EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.			Total	\$2,887.50

DS

Billing Inquiries? Call (443) 539-4104

E

2008

MuniCap, Inc.
Suite 210
8965 Guilford Road

INVOICE

Invoice Date 9/29/2025
Invoice # 092025-080

Balance Due

Remit check to:

or

Wire Instructions:

Bill To:

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

MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500

ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31

Project Charles Pointe Series 2008 1394

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date
9/29/2025

Invoice #
092025-080

MuniCap, Inc.
Suite 210
8965 Guilford Road

Terms Client #
Net 30 1394

Project		Charles Pointe Series 2008		
Item	DATE	Description	Hrs	Amount
Manager (SAM)	8/1/2025	Update annual continuing disclosure report and workbook related to current balances, trust account transactions, and district financials.	4	900.00
Manager (SAM)	8/4/2025	Continuing updating annual continuing disclosure report workbook and report. Correspond related to settlement payments and confirm amounts billed.	6	1,350.00
Manager (SAM)	8/6/2025	Prepare settlement reconciliation file and review dates of subdivision approvals.	3.25	731.25
Manager (SAM)	8/7/2025	Correspond with the county related to revenues received, update settlement reconciliation with amounts to be billed and update annual report.	4.25	956.25
Manager (SAM)	8/8/2025	Update annual report district financials and updates section not related to development updates.	3.75	843.75
Vice Pres (PSK)	8/12/2025	Discuss developer correspondence with president and associate.	0.75	187.50
President (KR)	8/12/2025	Discuss issues with associates.	1	300.00
Manager (SAM)	8/12/2025	Discuss settlement amounts with vice president and CEO and solidify next steps.	1.5	337.50
Manager (SAM)	8/13/2025	Review and discuss developer's continuing disclosure report and update annual continuing disclosure report with developer's information.	2.5	562.50
Sr Assoc (MS)	8/13/2025	Prepare account statements for updating account reconciliation.	0.25	50.00
Manager (SAM)	8/14/2025	Review updated developer's quarterly report and provide to post. Continue updating annual continuing disclosure report with developer's updates.	2.5	562.50
Sr Assoc (MMM)	8/14/2025	Verify EMMA posting.	0.25	50.00
Director (JLA)	8/14/2025	Post quarterly statement to EMMA.	0.25	56.25
Manager (SAM)	8/15/2025	Finish updating annual continuing disclosure report with updated information section and special assessment exhibits. Provide report for internal review.	5.25	1,181.25
Vice Pres (PSK)	8/18/2025	Request third party invoice update.	0.25	62.50
Manager (SAM)	8/18/2025	Complete parcel research related to parcels which paid settlements and correspond with legal related to lien releases. File nonpayment notice posted by the trustee.	1.5	337.50

Total

PK/SAM

Billing Inquiries? Call (443) 539-4104
Page 1

E

2008

MuniCap, Inc.
Suite 210
8965 Guilford Road

INVOICE

Invoice Date 9/29/2025
Invoice # 092025-080

Balance Due \$13,987.50

Remit check to:

or

Wire Instructions:

Bill To:

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

MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

*Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500*

*ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31*

Project Charles Pointe Series 2008 1394

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date
9/29/2025

Invoice #
092025-080

MuniCap, Inc.
Suite 210
8965 Guilford Road

Terms Net 30
Client # 1394

Project Charles Pointe Series 2008			Terms Net 30	Client # 1394
Item	DATE	Description	Hrs	Amount
Manager (SAM)	8/18/2025	Confirm debt service payment with account reconciliation file and supporting files.	0.25	56.25
Vice Pres (PSK)	8/22/2025	Review annual continuing disclosure report. Discuss comments with associate.	4	1,000.00
Manager (SAM)	8/22/2025	Complete additional parcel research on settlement properties confirming owners and property transfers. Discuss annual report sources and information with vice president. Update settlement reconciliation with additional amounts received and discuss with the developer. Update account reconciliation file with July activity.	1.75	393.75
Manager (SAM)	8/25/2025	Update annual continuing disclosure report pursuant to vice president's comments and correspond with the county related to collections.	1.5	337.50
Vice Pres (PSK)	8/26/2025	Assist associate with refund correspondence.	0.25	62.50
Manager (SAM)	8/26/2025	Correspond with the county related to requested information, draft correspondence related to settlement amounts for proposed next steps to legal. Update settlement reconciliation.	3.25	731.25
Manager (SAM)	8/27/2025	Update annual continuing disclosure report and correspond related to settlements. Draft additional correspondence for review.	4.5	1,012.50
Vice Pres (PSK)	8/28/2025	Review annual continuing disclosure report. Discuss comments with associate.	0.5	125.00
Manager (SAM)	8/28/2025	Update annual report and review. Provide annual report to be posted. Discuss settlement correspondence.	4.5	1,012.50
Director (JLA)	8/28/2025	Post annual report to EMMA.	0.25	56.25
Sr Assoc (MMM)	8/29/2025	Verify EMMA posting.	0.25	50.00
Vice Pres (PSK)	8/29/2025	Review correspondence regarding tax bill issue.	0.25	62.50
Manager (SAM)	8/29/2025	Prepare correspondence related to settlement information for CED Board's legal counsel and prepare and remit annual report filing certificate.	2.75	618.75
Subtotal Fees:				13,987.50
EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.			Total	\$13,987.50

**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. 110 (10/15/25)

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 **\$8,211.25** As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

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

(b) \$8,211.25 is to be paid to a third party payee that is not affiliated with the Issuer, the District Board, the Developer or the Site Developer or on a joint basis to the Issuer, the District Board, the Developer or the Site Developer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its Authorized Officer this 15th day of October, 2025.

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

**Schedule I
to Requisition**

**Copies of Invoices or Statements
(Attached)**

UMB Bank	Invoice #1024678	Date: 09/19/2025	\$ 5,110.00
MuniCap, Inc.	Invoice #092025-372	Date: 09/29/2025	\$ 3,101.25
	Total		\$ 8,211.25

MuniCap, Inc.
Suite 210
8965 Guilford Road

INVOICE

Invoice Date 9/29/2025
Invoice # 092025-372

Balance Due \$3,101.25

Remit check to:

or

Wire Instructions:

Bill To:

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

MuniCap, Inc.
8630 M Guilford Road #263
Columbia, MD 21046

*Our banking info has changed:
Fulton Bank, N.A.
9151 Baltimore National Pike
Ellicott City, MD 21042
(410) 418-8500*

*ABA Routing No.: 031 301 422
To the account of: MuniCap, Inc.
Account No.: 00 082 362 31*

Project Charles Pointe 2019 2024

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date
9/29/2025

Invoice #
092025-372

MuniCap, Inc.
Suite 210
8965 Guilford Road

Terms Net 30
Client # 2024

Project		Charles Pointe 2019		
Item	DATE	Description	Hrs	Amount
Proj Mgr (VVJ)	8/1/2025	Confirm June QuickBooks balances and approve journal entries.	0.25	53.75
Exec VP (MD)	8/4/2025	Prepare June financial reports for the board and email.	0.25	68.75
Manager (SAM)	8/5/2025	File revenue source received.	0.25	56.25
Manager (SAM)	8/6/2025	Review post issuance compliance report and provide comments.	1	225.00
Proj Mgr (VVJ)	8/6/2025	Work on FY25 accruals and adjustments.	1.5	322.50
Manager (SAM)	8/11/2025	File revenue source file received.	0.25	56.25
Sr Assoc (MS)	8/13/2025	Prepare account statements for updating account reconciliation.	0.25	50.00
Sr Assoc (OO)	8/18/2025	Prepare July journal entries.	0.5	100.00
Manager (SAM)	8/18/2025	Confirm debt service payment with account reconciliation file and supporting files. File nonpayment notice.	0.5	112.50
Manager (SAM)	8/20/2025	Correspond related to required information for the semiannual reports. Update semiannual reports and provide for associate review. Correspond with the developer related to updated information in developer's report.	3.25	731.25
Manager (SAM)	8/22/2025	Update account reconciliation file with July activity.	0.5	112.50
Assoc (JJD)	8/22/2025	Update excise tax database for June. Review Developer's and District Board's Semiannual Reports.	1.5	262.50
Sr Assoc (MMM)	8/25/2025	Verify EMMA posting.	0.25	50.00
Manager (SAM)	8/25/2025	Finalize and provide district board and developer's semi annual reports to be posted. Review database entries.	2	450.00
Director (JLA)	8/25/2025	Post semi-annual reports to EMMA.	0.25	56.25
Manager (SAM)	8/26/2025	Prepare and remit semi annual report filing certificates.	1.25	281.25
Director (JLA)	8/26/2025	Assist with identification and provision of material information related to on-going compliance.	0.5	112.50
		Subtotal Fees:		3,101.25
EIN: 03-0461891. Overdue accounts are subject to 1% monthly finance charge.			Total	\$3,101.25

PK/SAM

Billing Inquiries? Call (443) 539-4104

E

2025



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

Invoice 1024678

Invoice Date: September 19, 2025
Account Number: 158735.1
Administrator: Teri Donofrio
Phone Number: (612) 337-7005
Email: Teresa.Donofrio@umb.com

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

Billing Period:

August 1, 2025 through August 31, 2025

Prior Balance:	\$9,922.00
Payments Received as of September 8, 2025	\$ 0.00
Adjustments	\$ 0.00
Outstanding Balance:	\$9,922.00

Current Billing Period:

Current Period Fees	\$5,110.00
Total Fees Due	\$ 15,032.00

6/19

Remittance Stub
Billing Period 08/01/2025 - 08/31/2025

Account Number: 158735.1
Invoice Number: 1024678
Remit Balance \$15,032.00

Payment Due Upon Receipt

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

☐ Check Enclosed \$ _____

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

WIRE PAYMENT INSTRUCTIONS:

UMB Bank, N.A. Kansas City, Missouri
ABA No. 101 000 695
SWIFT BIC/Code UMKCUS44
BNF Account 98 0000 6823
BNF Name Trust
Reference 1024678
Attention Fee Processing



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

Invoice 1024678

Account Detail
Charles Pointe EODD 2019ABC

Account Number: 158735.1

Administrative Fees

Administration Fee	\$625.00
Extraordinary Administration Fees	4,485.00

Administrative Fees Total	\$5,110.00
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Account Total	\$5,110.00
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UMB Bank, N.A.
P O Box 414589
Kansas City, MO 64141-4589

Invoice 1024678

Statement of Receivables

Reflects Only Those Payments Received And Applied As of September 8, 2025

Invoice Number	Invoice Date	Bill Period	Amount Receivable	Aged
1018965	July 16, 2025	June 1, 2025 to June 30, 2025	5,669.00	54 days
1021950	August 20, 2025	July 1, 2025 to July 31, 2025	4,253.00	19 days
Total Balance Due			9,922.00	

**REQUISITION FOR PAYMENT
FROM ADMINISTRATIVE EXPENSE FUND**

\$20,573,000

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

\$6,422,000

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

REQUISITION FOR PAYMENT NO. 51

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

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

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

3. The total amount requested to be disbursed pursuant to this Requisition is **\$987.50**. As set forth in the invoices attached hereto, of the total amount of such disbursement:

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

(b) **\$987.50** is to be paid to a third party payee that is not affiliated with the Issuer or on a joint basis to the Issuer and such a third party payee with respect to an expense previously incurred.

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

IN WITNESS WHEREOF, this Requisition has been duly executed by the Issuer by its duly Authorized Officer this **15th day of October, 2025.**

THE COUNTY COMMISSION OF
HARRISON COUNTY

By: _____
Commissioner

Schedule I
to Requisition

Copies of Invoices or Statements
(Attached)

Step toe & Johnson	Invoice #1214947	Date: 09/19/2025	\$ 987.50
		Total	\$ 987.50



400 White Oaks Boulevard
Bridgeport, WV 26330
(304) 933-8000 (304) 933-8183 Fax
www.stepToe-johnson.com

Writer's Contact Information

304.933.8136
Thomas.Aman@stepToe-johnson.com

September 19, 2025

Via E-mail - lpysz@harrisoncountywv.gov

Ms. Laura Pysz, County Administrator
Harrison County Commission
229 South Third Street
Clarksburg, WV 26301

Re: White Oaks Business Park TIF District Administrative Matters

Dear Ms. Pysz:

Enclosed is our statement for services and expenses incurred through August 31, 2025, in connection with the above referenced matter. This invoice is an administrative expense of the White Oaks Business Park TIF District (District No. 3) payable from the Administrative Expense Fund established for such District. Please include this invoice in the next Requisition which the County Commission submits to the Bond Trustee for payment.

Please let me know if you have any questions.

Best regards,

Very truly yours,

A handwritten signature in blue ink, appearing to read 'T. L. Aman, Jr.', written in a cursive style.

Thomas L. Aman, Jr.

TLA/pjg
Enclosure
cc: mtonkin@harrisoncountywv.com
384480.00033



TAX ID # 55-0286140
PHONE: (304) 933-8200
www.step toe-johnson.com

Laura Pysz-Laulis
County Administrator
Harrison County Commission
229 S. Third Street, 3rd Floor
Clarksburg, WV 26301

DUE UPON RECEIPT

Invoice Date: September 19, 2025
Invoice Number: 1214947
Matter Number: 384480.00033

FOR PROFESSIONAL SERVICES THROUGH SEPTEMBER 3, 2025

Client: Harrison County Commission
Matter: White Oaks TIF Administrative Matters

Total Current Fees
Total Current Due

\$	987.50
\$	987.50

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.step toe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

Harrison County Commission
White Oaks TIF Administrative Matters

Invoice Date: September 19, 2025
Invoice Number: 1214947
Matter Number: 384480.00033

TIME DETAIL

<u>Date</u>	<u>Initials</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
06/23/25	TLA	Prepare updated requisition forms and provide to County for use with new Trustee	0.50	197.50
06/27/25	TLA	Provide requested documents to Arbitrage Group for rebate calculations	0.25	98.75
07/08/25	TLA	Review Arbitrage Rebate report; confer with finance team regarding same	0.75	296.25
07/11/25	TLA	Telephone conference with County Commission and Rebate analyst regarding approach to rebate liability for Reserve Fund. Draft direction to Trustee regarding same	1.00	395.00
Total			\$	987.50

TIMEKEEPER SUMMARY

<u>Name</u>	<u>Title</u>	<u>Rate</u>	<u>Hours</u>	<u>Amount</u>
Thomas L. Aman, Jr.	Member	\$395.00	2.50	987.50
Total			2.50	\$ 987.50



TAX ID # 55-0286140
PHONE: (304) 933-8200
www.step toe-johnson.com

Laura Pysz-Laulis
County Administrator
Harrison County Commission
229 S. Third Street, 3rd Floor
Clarksburg, WV 26301

DUE UPON RECEIPT

Invoice Date: September 19, 2025
Invoice Number: 1214947
Matter Number: 384480.00033

FOR PROFESSIONAL SERVICES THROUGH SEPTEMBER 3, 2025

REMITTANCE PAGE

Client: Harrison County Commission
Matter: White Oaks TIF Administrative Matters

Total Due This Invoice **\$ 987.50**

Amount of Payment

\$ _____

Payment Address:
Steptoe & Johnson PLLC
P.O. Box 247
Bridgeport, WV 26330-0247

Credit Card (fees apply):
www.step toe-johnson.com/payments

Electronic Payment Instructions:
The Huntington National Bank (Columbus, OH)
Account Number: 01521200171
ACH Number: 051903761
Wire Routing Number: 044000024
Swift Code: HUNTUS33
(Please Reference Invoice Number)

TAX INCREMENT FINANCING ANNUAL REPORT
Fiscal Year Ending June 30, 2025

**FILED WITH THE SECRETARY OF THE
WEST VIRGINIA DEPARTMENT OF ECONOMIC DEVELOPMENT
AND PUBLISHED AT
www.harrisoncountywv.com/**

**The County Commission of Harrison County
Tax Increment Financing Districts**

1. Harrison County Development District No. 2 “Charles Pointe Project No. 1”
2. Harrison County Development District No. 3 “White Oaks Project No. 1”
3. Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”
4. Harrison County Development District No. 6 “NCWV Airport Project No. 1”

Submitted By:

**The County Commission of Harrison County
229 South Third Street, 3rd Floor
Clarksburg, West Virginia 26301**

Section I. TIF District and Project Information

1) The aggregate amount and the amount by source of revenue in the tax increment financing fund:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Total Taxes Collected	\$1,377,973.98
Interest on Investments	\$817.04
Total Revenues and Receipts	\$1,378,791.02

Harrison County Development District No. 3 “White Oaks Project No. 1”

Total Taxes Collected	\$2,068,269.33
Interest on Investments	\$1,661.16
Total Revenues and Receipts	\$2,069,930.49

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

Total Taxes Collected	\$164,024.13
Interest on Investments	\$134.03
Total Revenues and Receipts	\$164,158.16

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

Total Taxes Collected	\$846,567.55
Interest on Investments	\$7,776.32
Total Revenues and Receipts	\$854,343.87

2) The amount and purpose of expenditures from the tax increment financing fund:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Amount of Expenditures:	\$1,378,791.02
Purpose:	Payment of administrative expenses and tax increment debt obligations of District.

Harrison County Development District No. 3 “White Oaks Project No. 1”

Amount of Expenditures:	\$2,069,930.49
Purpose:	Payment of administrative expenses and tax increment debt obligations of District.

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

Amount of Expenditures: \$164,158.16
Purpose: Payment of administrative expenses and tax increment debt obligations of District.

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

Amount of Expenditures: \$167,487.00
Purpose: Payment of administrative expenses and tax increment debt obligations of District.

3) The amount of any pledge of revenues, including principal and interest on any outstanding tax increment financing indebtedness:

With the exception of District 6 for which no Tax Increment Revenue Bonds have been issued, all tax increment revenues, after payment of administrative expenses, in each of the Harrison County TIF Districts have been pledged to the payment of the District’s tax increment obligations and the payment of the administrative expenses of the respective Districts.

4) The base assessed value of the development or redevelopment project or the development or redevelopment district, as appropriate:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Total Personal Property	\$167,407
Total Real Property	\$4,052,760
Total Base Assessed Value	\$4,220,167

Harrison County Development District No. 3 “White Oaks Project No. 1”

Total Personal Property	\$0
Total Real Property	\$187,300
Total Base Assessed Value	\$187,300

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

Total Personal Property	\$0
Total Real Property	\$175,690
Total Base Assessed Value	\$175,690

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

Total Personal Property	\$25,782,661
Total Real Property	\$12,501,240
Total Base Assessed Value	\$38,283,901

- 5) **The assessed value for the current tax year of the development or redevelopment project property or of the taxable property having a tax situs in the development or redevelopment district, as appropriate:**

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Total Personal Property	\$13,318,926
Total Real Property	\$123,988,610
Total Current Assessed Value	\$137,307,536

Harrison County Development District No. 3 “White Oaks Project No. 1”

Total Personal Property	\$23,130,358
Total Real Property	\$100,145,910
Total Current Assessed Value	\$123,276,268

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

Total Personal Property	\$2,327,778
Total Real Property	\$18,409,450
Total Current Assessed Value	\$20,737,228

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

Total Personal Property	\$98,374,744
Total Real Property	\$13,611,840
Total Current Assessed Value	\$111,986,584

- 6) **The assessed value added to base assessed value of the development or redevelopment project or the taxable property having a tax situs in the development or redevelopment district, as the case may be:**

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Total Current Assessed Value	\$137,307,536
<less>	
<u>Base Assessed Value</u>	<u><\$4,220,167></u>
Increase in Assessed Value	\$133,087,369

Harrison County Development District No. 3 “White Oaks Project No. 1”

Total Current Assessed Value	\$123,276,268
<less>	
<u>Base Assessed Value</u>	<u><\$187,300></u>
Increase in Assessed Value	\$123,088,968

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

Total Current Assessed Value	\$20,737,228
<less>	
<u>Base Assessed Value</u>	<u><\$175,690></u>
Increase in Assessed Value	\$20,561,538

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

Total Current Assessed Value	\$111,986,584
<less>	
<u>Base Assessed Value</u>	<u><\$38,283,901></u>
Increase in Assessed Value	\$73,702,683

7) Payments made in lieu of taxes received and expended:

There have been no payments made in lieu of taxes for the Harrison County TIF Districts.

8) Reports on contracts made incidental to the implementation and furtherance of a development or redevelopment plan or project:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Genesis Partners, Limited Partnership provided the following information in response to this item: In strict accordance with the “Memorandum of Understanding” dated September 1, 2005, Chapter 5G- Article 1, Chapter 5- Article 22 and Chapter 5- Article 22A of the West Virginia Code, as applicable; as well as Chapter 21-Article 5A (West Virginia State Prevailing Wage), Chapter 21-Article 1C (West Virginia Jobs Act), and Chapter 7-Article 11B (West Virginia Tax Increment Financing Act) of the West Virginia Code, Genesis Partners, Limited Partnership executed a contract with Gold Diggers, Inc. on March 13, 2008, in the amount of \$6,521,825.00, for the “Charles Pointe South Phase I Infrastructure Project”. On October 9, 2008, Contract Change Order No. 7 was executed for the additional work required for completion of the Project as described in the Series 2008B Tax Increment Revenue and Refunding Bonds documentation.¹

¹ This response includes only contracts that utilized Tax Incremental Financing funds. Additional contracts have been made that are incidental to the implementation and furtherance of the district and project, but such contracts were funded by private and other public funding sources.

Harrison County Development District No. 3 “White Oaks Project No. 1”

As reported in our 2024 Annual Report, a contract was awarded to Wolfe Excavating, LLC for infrastructure in the amount of \$2,154,342. In year 2025, the contract with Wolfe Excavating, LLC for infrastructure development was completed.

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

There were no new contracts in the district during the current year. However, there was a sale of property in a prior year, a Mazda car dealership, currently under construction, in this District.

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

There are three (3) new developments as follows:

1. Access and Loop Road Project – Entrance and access road from 279 to new terminal facility;
2. Taxiway Project – Construction of new taxiway to connect runway to the new terminal facility; and
3. Apron Project – Construction of new commercial apron that supports the new terminal operations.

9) A copy of any development or redevelopment plan, which shall include the required findings and cost-benefit analysis:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Please refer to Section II of the TIF Application for this district.

Harrison County Development District No. 3 “White Oaks Project No. 1”

Please refer to Section II of the TIF Application for this district.

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

Please refer to Section II of the TIF Application for this district.

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

Please refer to Section II of the TIF Application for this district.

10) The cost of any property acquired, disposed of, rehabilitated, reconstructed, repaired, or remodeled:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

No property acquisition, disposition, rehabilitation, repair, reconstruction, or remodeling has occurred during the current reporting year.

Harrison County Development District No. 3 “White Oaks Project No. 1”

There has been no TIF qualified property acquired or disposed of during the reporting. Property was sold to White Oaks Estates LLC for construction of 12 patio homes for a total of \$720,000.

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

There has been no TIF qualified property acquired or disposed of during the reporting. There were no new contracts in the district during the current year. However, there was a sale of property in a prior year, a Mazda car dealership, currently under construction, in this District.

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

None.

11) The number of parcels of land acquired by or through initiation of eminent domain proceedings:

There have been no parcels of land in any of the Harrison County TIF Districts which have been acquired pursuant to eminent domain proceedings during the previous fiscal year.

12) The number and types of jobs projected by the project developer to be created, if any, and the estimated annualized wages and benefits paid or to be paid to persons filling those jobs:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Please refer to the TIF Application for this district and Section II.B.2 related thereto.

Harrison County Development District No. 3 “White Oaks Project No. 1”

Please refer to the TIF Application for this district and Section II.B.2 related thereto.

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

Please refer to the TIF Application for this district and Section II.B.2 related thereto.

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

Please refer to the TIF Application for this district and Section II.B.2 related thereto.

13) The number, type and duration of the jobs created, if any, and the annualized wages and benefits paid:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Genesis Partners, Limited Partnership provided the following information in response to this item: Charles Pointe currently supports an estimated 1,585 direct jobs and an estimated 1,081 indirect jobs.

Harrison County Development District No. 3 “White Oaks Project No. 1”

The developer reports the following: “[t]here have been approximately 2,750 full and part time jobs created in the TIF district. The wage amounts are unknown.”

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

The developer reports the following: “[t]here have been approximately 70 full and part time jobs created in the TIF district. The wage amounts are unknown.”

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

The developer estimates that there are in excess of 150 construction jobs on the New Terminal Facilities Projects currently underway in the district. There are approximately 1,500 full time jobs within the district supporting an aggregate payroll of approximately \$110,000,000 from multiple established private businesses, including, but not limited to, Mitsubishi Heavy Industries Regional Jet (MHI) (successor to Bombardier), Pratt Whitney, EASW, Air National Guard, Aurora-Boeing, and HQ Aero. Fairmont State Flight School and the Robert C. Byrd Mechanic Training school are growing.

14) The amount of disbursements from the tax increment financing fund during the most recently completed fiscal year, in the aggregate and in such detail as the Secretary of the West Virginia Department of Economic Development may require:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Amount of Disbursements: \$1,378,791.02

Purpose: Payment of administrative expenses and outstanding debt obligations.

Harrison County Development District No. 3 “White Oaks Project No. 1”

Amount of Disbursements: \$2,069,930.49

Purpose: Payment of administrative expenses and outstanding debt obligations.

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

Amount of Disbursement: \$164,158.16

Purpose: Payment of administrative expenses and outstanding debt obligations.

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

Amount of Disbursement: \$167,487.00

Purpose: Payment of administrative expenses and outstanding debt obligations.

15) An annual statement showing payments made in lieu of taxes received and expended during the fiscal year:

There were no payments made in lieu of taxes in any of the Harrison County TIF Districts during the prior fiscal year.

16) The status of the development or redevelopment plan and projects therein:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Genesis Partners, Limited Partnership provided the following information in response to this item:

Charles Pointe is a 1,700-acre master planned, mixed use, pedestrian friendly development combining residential, retail, office, and hospitality uses with amenities such as parks, schools, trails, community facilities, and recreational facilities. The Charles Pointe goal is to create an exemplary development that provides a sustainable environment to live and work thus attracting talent and businesses while creating jobs.

Charles Pointe, a \$1.5 billion Master Planned Community, encompasses over 1700 acres strategically located in the heart of north-central West Virginia’s growth area adjacent to and immediately accessible from interstate I-79 (six lanes), WV Route 279 (four lanes), WV State Route 131 (two lanes) and the North Central West Virginia Regional Airport (7000’ runway). Key access points throughout the development allow for great community and business access to healthcare and emergency services including the United Hospital Center , the Bridgeport Emergency Services Facility, and the new Mon-Harrison Hospital.

Several major West Virginia employers are located at Charles Pointe, including Baker

Tilly, Civil & Environmental Consultants, Inc., Harrison Rural Electrification, Noblis, Bankers Life, the Bridgeport Conference Center, Fairmont Federal Credit Union, Menards, Mon-Harrison Hospital, and several other retailers, doctor's offices, daycare facilities, and small businesses. Key employers located within a one-mile radius of Charles Pointe include Mitsubishi Heavy Industries, Pratt & Whitney, Aurora Flight Services, the FBI, United Hospital Center, BHE Eastern Gas Transmission & Storage, Antero Resources, Steptoe & Johnson law offices and various related businesses.

The master plan area is located entirely within the City of Bridgeport, Harrison County, West Virginia, and all appropriate zoning has been established and approved via Planned Unit Developments (PUD's). Currently the maximum allowable densities are approximately 2,350 residential units and 3.1 million square feet of commercial/office/retail use. Approximately 30% of the total area (over 400 acres) is dedicated green space including park areas, trail areas, and recreation.

State of the art utility provisions are presently available to support the master plan, all underground. Infrastructure extension plans, including broadband voice, video, and data to the premise, within the development have been prepared and continue in various stages of construction. All environmental clearances have been obtained, including the Army Corp of Engineers permit, for the entire master plan area and complete build out approval from the West Virginia DOH. All permit required stream and wetland mitigation construction is now complete in advance allowing full build-out of the master plan.

Meticulous efforts in design and engineering of infrastructure encourage safe and efficient pedestrian movement throughout the community. Charles Pointe has planned over 20 miles of trails and sidewalks to promote a healthy community with initial phases of construction either complete or underway. To date, over 7 miles of trails and sidewalks have been constructed.

Building construction commenced in late 2004 on 156 acres north of Route 279 and continues with multiple buildings and housing units complete or in various stages of construction. Non-residential construction completed to date totals over 850,000 square feet and an additional 410,000 square feet have been initiated. Over 520 residential units have been constructed or are under construction to date and lots have been developed to allow for the construction of an additional 60 residential units. Homes have been sold in four neighborhoods and building lots have been fully developed in two additional neighborhoods including expansion of existing multi-family neighborhoods. Construction is complete on the 40-acre "Bridgeport Recreation Complex at Charles Pointe." This key amenity to the community and region opened in spring of 2012. Additional parcels have been conveyed for new planned community amenities, including a 17,500 SF civic multi-use facility in Charles Pointe North, and a 150,000 SF indoor recreation facility known as the "Bridge" in Charles Pointe South. Construction is now complete on both the civic multi-use facility and the indoor recreation facility. These facilities are open and operating.

The Charles Pointe plan is consistent with that as represented by the approved Tax Increment Financing Application dated September 2, 2005.

Charles Pointe is a true public/private partnership supported by multiple private and public funding sources. To date, Charles Pointe has received authorization for over \$576 million in public improvements funding, of which over \$136 million has been expended. Committed private investments to date total over \$450 million of which over \$240 million is completed building construction.

Our related companies have been successfully working together in West Virginia since 1942. For our founder C.E. “Jim” Compton, it was not merely about the financial contribution, it was most definitely about improving the quality of life for his fellow man. With this strong heritage we truly understand the value of relationships and getting things done. We are dedicated to excellence through quality – creating value for our customers, employees, business partners and shareholders. Our planning efforts with West Virginia University, Carnegie Mellon University, government officials (local, state, and federal), Engineers’ Kimley-Horn and Land Planners’ Haden/Stanziale is unquestionably about improving quality of life and certainly focused on attracting talent to West Virginia.

Harrison County Development District No. 3 “White Oaks Project No. 1”

There have been 12 patio homes built and 11 sold during the past year. Construction has begun on 29 townhome units that will be completed over the next two years. Two pools and pool houses to accommodate the residents of Oakwood Estates have been completed.

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

There were no new contracts in the district during the current year. However, there was a sale of property in a prior year, a Mazda car dealership, currently under construction, in this District.

Harrison County Development District No. 6 “NCWV Airport Project No. 1” -

The new Terminal Building was completed in fall of 2024. The existing ongoing construction projects are as follows: Access and Loop Road, which is approximately 75% complete, Apron project which is 40% complete, and a Taxiway project that is 80% complete.

17) The amount of outstanding tax increment financing obligations:

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

Tax Increment Refunding Revenue Bonds - Series 2008A -- **\$2,950,000**

Tax Increment Refunding Revenue Bonds - Series 2008B -- **\$28,145,000**

Harrison County Development District No. 3 “White Oaks Project No. 1”

Senior Tax Increment Refunding Revenue Bonds, Series 2021 A Tax-Exempt (Development District No. 3 - White Oaks) -- **\$16,453,000**

Subordinate Tax Increment Revenue Bonds, Series 2021 B Taxable (Development District No. 3 - White Oaks) -- **\$4,873,241.93**

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

Tax Increment Revenue Bonds - Series 2016A -- **\$1,400,000**

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

None.

- 18) Any additional information the county commission preparing the report deems necessary or that the Secretary of the Department of Economic Development may by procedural rule require:**

Harrison County Development District No. 2 “Charles Pointe Project No. 1”

None.

Harrison County Development District No. 3 “White Oaks Project No. 1”

There have been 12 patio homes built and 11 sold during the past year. Construction has begun on 29 townhome units that will be completed over the next two years. Two pools and pool houses to accommodate the residents of Oakwood Estates have been completed.

Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

None.

Harrison County Development District No. 6 “NCWV Airport Project No. 1”

None.

Section II. Attachments

Attachment 1: Harrison County Development District No. 2 “Charles Pointe Project No. 1”

(On file with the West Virginia Department of Economic Development and The County Commission of Harrison County - Available Upon Request)

Attachment 2: Harrison County Development District No. 3 “White Oaks Project No. 1”

(On file with the West Virginia Department of Economic Development and The County Commission of Harrison County - Available Upon Request)

Attachment 3: Harrison County Development District No. 5 “White Oaks Industrial Project No. 1”

(On file with the West Virginia Department of Economic Development and The County Commission of Harrison County - Available Upon Request)

Attachment 4: Harrison County Development District No. 6 “NCWV Airport Project No. 1”

(On file with the West Virginia Department of Economic Development and The County Commission of Harrison County - Available Upon Request)

2000 Aviation Way
Bridgeport, WV 26330



Phone
Fax

14.

October 2nd, 2025

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

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

Dear Commissioner Thomas:

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

Please allow this letter to serve as the request of the Benedum Airport Authority (the "Authority"), as owner and operator of the Airport, that the County Commission disburse from the TIF Fund to the Authority all amounts currently on deposit (approximately \$1 million per Assessor's Office on September 24th, 2025) in the TIF Fund for some of the costs previously incurred and paid by the Authority are indicated

in Exhibit A hereto. Such costs were paid by the Authority in connection with engineering and design fees, utility installation and construction of the Terminal Building. These project costs are within the scope of the overall Project Plan for the North Central WV Airport TIF District.

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

Very truly yours,



Shawn Long

Deputy Airport Director

North Central WV Airport

EXHIBIT A

EVIDENCE OF PAYMENT OF COSTS TO BE REIMBURSED

[Attached Hereto]

Attached are copies of invoices for evidence of payment toward the New Terminal Facilities projects. The attached invoices exceed the requested amount of \$1 Million.

Total Invoices Submitted \$1,062,617.61

The Thrasher Group

Date	Type	Reference	Original Amt.	Balance Due	7/18/2024 Discount	Payment
7/18/2024	Bill	1030147- 1032859	169,365.31	169,365.31		169,365.31
Check Amount						169,365.31

Cash-Operating Hunti

169,365.31

Doss Enterprises LC

Date	Type	Reference	Original Amt.	Balance Due	2/23/2024 Discount	Payment
2/23/2024	Bill	Pay App 1	535,325.60	535,325.60		535,325.60
Check Amount						535,325.60

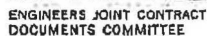
Cash-Operating Hunti

535,325.60

PRODUCT SSLT104 USE WITH 91663 ENVELOPE MCBEE To Reorder: 1-800-662-2331 or www.mcbeelnc.com

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2878666400





Contractor's Application for Payment No. 1

ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE		Application Period: 10/1/2023 to 10/31/2023	Application Date: 11/1/2023
To (Owner):	Benedum Airport Authority	From (Contractor):	Doss Enterprises LC
Project:	Construct New Terminal Building-Extend Utilities	Contract:	Construct New Terminal Building-Extend Utilities
Owner's Contract No.:		Contractor's Project No.:	1350-01723
		Engineer's Project No.:	2023-1

Application For Payment
Change Order Summary

Change Order Summary				
Approved Change Orders				
Number	Additions	Deductions		
			1. ORIGINAL CONTRACT PRICE.....	\$ 5986,155.00
			2. Net change by Change Orders.....	\$
			3. Current Contract Price (Line 1 ± 2).....	\$ 5986,355.00
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F total on Progress Estimates).....	\$ 5594,806.22
			5. RETAINAGE:	
			a. 10% X \$545,170.00 Work Completed.....	\$ 54,517.00
			b. 10% X \$49,636.22 Stored Material.....	\$ 4,963.62
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ 59,480.62
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 5535,325.60
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$
			8. AMOUNT DUE THIS APPLICATION.....	\$ 5535,325.60
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G total on Progress Estimates + Line 5.c above).....	\$ 5451,029.40
TOTALS				
NET CHANGE BY				
CHANGE ORDERS				

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrance); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: Craig Howard

Date: 11/1/2023

Payment of: \$ \$535,325.60
(Line 8 or other - attach explanation of the other amount)

is recommended by: Melissa Defilazio 11/6/2023
(Engineer) (Date)

Payment of: \$ 535,325.60
(Line 8 or other - attach explanation of the other amount)

is approved by: *Ath Z* 11/15/2023
(Owner) (Date)

Approved by: _____
Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): Construct New Terminal Building-Extend Utilities						Application Number: 1					
Application Period: 10/1/2023 to 10/31/2023						Application Date: 11/1/2023					
A					B	C	D	E	F		
Item		Contract Information				Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)						
1	Mobilization/Contractor's Plant	1	LS	\$27,500.00	\$27,500.00	0.5	\$13,750.00		\$13,750.00	50.0%	\$13,750.00
2	Maint./Protection Air/Vehicle Traffic	1	LS	\$57,700.00	\$57,700.00	1	\$57,700.00		\$57,700.00	100.0%	
3	Clearing & Grubbing	1	LS	\$6,300.00	\$6,300.00	1	\$6,300.00		\$6,300.00	100.0%	
4	Erosion & Sediment Control	1	EA	\$6,100.00	\$6,100.00	0.5	\$3,050.00		\$3,050.00	50.0%	\$3,050.00
5	Sanitary Sewer Pipe, 8" SDR35	1,450	LS	\$56.00	\$81,200.00			\$12,696.32	\$12,696.32	15.6%	\$68,503.68
6	Sanitary Sewer Pipe, 6" SDR35	5	LF	\$152.00	\$760.00						\$760.00
7	Sanitary Sewer Manhole	7	LF	\$6,600.00	\$46,200.00			\$21,372.33	\$21,372.33	46.3%	\$24,827.67
8	Sanitary Sewer MH-Airfield Rated	1	EA	\$21,600.00	\$21,600.00			\$7,847.40	\$7,847.40	36.3%	\$13,752.60
9	Connect to Existing Manhole	1	LS	\$4,400.00	\$4,400.00						\$4,400.00
10	Water Pipe, 6" C-900	400	LF	\$63.00	\$25,200.00			\$4,483.52	\$4,483.52	17.8%	\$20,716.48
11	Water Pipe, 8" C-900	600	LF	\$73.00	\$43,800.00	339	\$24,747.00	\$3,236.66	\$27,983.66	63.9%	\$15,816.35
12	Water Meter w/ Concrete Vault	1	LS	\$23,500.00	\$23,500.00						\$23,500.00
13	Wet Tap Existing Water Main	1	LS	\$8,700.00	\$8,700.00	1	\$8,700.00		\$8,700.00	100.0%	
14	6" MJ DI Gate Valve	1	EA	\$3,300.00	\$3,300.00						\$3,300.00
15	Fire Protection Water Pipe, 8" DI	385	LF	\$117.00	\$45,045.00	367	\$42,939.00		\$42,939.00	95.3%	\$2,106.00
16	8" MJ DI Gate Valve	1	EA	\$4,200.00	\$4,200.00	1	\$4,200.00		\$4,200.00	100.0%	
17	Connection to Existing Fire Protection WL	1	LS	\$1,650.00	\$1,650.00	1	\$1,650.00		\$1,650.00	100.0%	
18	16" Casing w/ 8" DI Bore under Taxiway	100	LF	\$535.00	\$53,500.00	110	\$58,850.00		\$58,850.00	110.0%	-\$5,350.00
19	18" Casing Electric Conduit Bore under Taxiway	100	LF	\$474.00	\$47,400.00	110	\$52,140.00		\$52,140.00	110.0%	-\$4,740.00
20	18" Casing Comms Conduit Bore under Taxiway	100	LF	\$477.00	\$47,700.00	110	\$52,470.00		\$52,470.00	110.0%	-\$4,770.00
21	Fire Hydrant	2	EA	\$8,400.00	\$16,800.00	1	\$8,400.00		\$8,400.00	50.0%	\$8,400.00
22	Underground Comms Conduits & Access Pits	2,300	LF	\$58.00	\$133,400.00	2049	\$118,842.00		\$118,842.00	89.1%	\$14,558.00
23	Electric Service Box	3	EA	\$6,300.00	\$18,900.00						\$18,900.00
24	Underground Electric Conduits & Vault Install	2,300	LF	\$44.00	\$101,200.00	2078	\$91,432.00		\$91,432.00	90.3%	\$9,768.00
25	Lift Station #14 Upgrades	1	LS	\$88,600.00	\$88,600.00						\$88,600.00
26	Lift Station #14 Site Improvements	1	LS	\$6,000.00	\$6,000.00						\$6,000.00
27	Seeding	2	AC	\$4,500.00	\$9,000.00						\$9,000.00
28	Mulching	2	AC	\$2,200.00	\$4,400.00						\$4,400.00
29	Lift Station #19 Generator	1	LS	\$52,300.00	\$52,300.00						\$52,300.00
Totals					\$986,355.00		\$545,170.00	\$49,636.22	\$594,806.22	60.3%	\$391,548.78

5

BENEDUM AIRPORT AUTHORITY / GENERAL ACCOUNT

28027

TransSystems Corporation

Date	Type	Reference
7/1/2022	Bill	INV- 0003865680

Original Amt.
202,675.50

Balance Due
202,675.50

7/5/2022	Discount	Payment
		202,675.50
Check Amount		202,675.50

Cash-Operating Hunti

202,675.50

PRODUCT SSLT104

USE WITH 91663 ENVELOPE

MCBEE To Reorder: 1-800-662-2331 or www.mcbecoinc.com

6749240900

C93F3B STKDK05 08/20/2021 16:02 -476-



Invoice

Please remit payment to:
P.O. Box 71368
Chicago, IL 60694-1368

TranSystems Corporation

www.transystems.com

If you have any questions, please call:
(814) 472-7700

Client:

Benedum Airport Authority
2000 Aviation Way
Bridgeport, PA 26330

Reference:

Invoice Date: 7/1/2022
Project Number: P707220088
Invoice Number: INV-0003865680

Attn: Richard Rock - Airport Director
Project Name: NCWV New Airport Terminal

For professional services rendered through June 24, 2022 for the above referenced project.

Contract Amount	% Work to Date	Amount Billed	Previous Billed	Current Billed
1,294,951.00	18.24%	236,250.00	33,750.00	202,500.00

Reimbursables:

Mileage - Personal Vehicle

Mileage - Personal Vehicle

Total Mileage - Personal Vehicle

Total



175.50

175.50

175.50

Total Invoice

(additional breakdown on page 2)

\$202,675.50

TranSystems Corporation

Diane C. Glarrow

Project Manager



CG. BAA prof
svc's

TERMS: PAYABLE UPON RECEIPT

1 1/2 % INTEREST PER MONTH WILL BE ADDED TO ALL PAST DUE INVOICES OLDER THAN 45 DAYS IF INDICATED IN THE CONTRACT TERMS:

Phase	Contract	Percent Complete	Billed to Date	Previously Billed	Current Billing	Remaining
Schematic	\$337,500.00	70%	\$236,250.00	\$33,750.00	\$202,500.00	\$101,250.00
Design Development	\$250,000.00	0%	\$0.00		\$0.00	\$250,000.00
Construction Documents	\$662,500.00	0%	\$0.00		\$0.00	\$662,500.00
Traffic Study	\$44,951.00	0%	\$0.00		\$0.00	\$44,951.00
Total	\$1,294,951.00		\$236,250.00	\$33,750.00	\$202,500.00	\$1,058,701.00

Reimbursable expenses - Mileage

175.5

Total Invoice

\$202,675.50

email invoice: slong@flyckb.com
Shawn Long

BENEDUM AIRPORT AUTHORITY / GENERAL ACCOUNT

28614

Mascaro Construction Company, L.P.

Date	Type	Reference	Original Amt.	Balance Due	5/26/2023 Discount	Payment
5/26/2023	Bill	16685 - App #1	163,613.70	163,613.70		163,613.70
					Check Amount	163,613.70

Cash-Operating Hunti

163,613.70

PRODUCT SSLT104 USE WITH 91663 ENVELOPE

MCBEE To Reorder: 1-800-662-2331 or www.mcbeeinc.com

2878666400
D8GHA9 STKDK04 02/22/2023 19:49 -388-

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 16685

To Owner: Benedum Airport Authority

Project 012211 NCWVA New Terminal
Building

Application No.: 1

Customer Ref:

Period To: 3/31/2023

Distribution to:

☐ Owner
☐ Architect
☐ Contractor

From Contractor: Mascaro Construction Company, L.P. Via Architect:

1720 Metropolitan Street
Pittsburgh, PA 15233

Project Nos: 012211

Contract For Construct New Terminal Bldg

Contract

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. Original Contract Sum	\$25,347,000.00
2. Net Change By Change Order	\$0.00
3. Contract Sum To Date	\$25,347,000.00
4. Total Completed and Stored To Date	\$181,793.00
5. Retainage :	
a. 10.00% of Completed Work	\$18,179.30
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$18,179.30
6. Total Earned Less Retainage	\$163,613.70
7. Less Previous Certificates For Payments	\$0.00
8. Current Payment Due	\$163,613.70
9. Balance To Finish, Plus Retainage	\$25,183,386.30

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

CONTRACTOR: Mascaro Construction Company, L.

By: [Signature] Date: 4/3/2023State of: PA
Subscribed and sworn to before me this 3rd
Notary Public: [Signature]
My Commission expires: 9-18-26County of: Allegheny
day of April 2023
Commonwealth of Pennsylvania - Notary Seal
Janis Konesky, Notary Public
Allegheny County
My commission expires September 18, 2026
Commission number 1285757

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$163,613.70

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

CONSTRUCTION MANAGER:

By: _____ Date: _____

ARCHITECT:

By: _____ Date: _____

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

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
Net Changes By Change Order	\$0.00	

CONTINUATION SHEET

Page 2 of 10

Application and Certification for Payment, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 1
Application Date : 3/31/2023
To: 3/31/2023
Architect's Project No.: 012211

Invoice # : 16685 Contract : 012211 NCWVA New Terminal Building

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
1	NCWVA New Terminal Building	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
100	Mobilization	1,550,472.00	0.00	0.00	0.00	0.00	0.00%	1,550,472.00	0.00
200	General Conditions	1,255,342.00	0.00	50,000.00	0.00	50,000.00	3.98%	1,205,342.00	5,000.00
300	Bonds	131,793.00	0.00	131,793.00	0.00	131,793.00	100.00%	0.00	13,179.30
400	CONCRETE	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
410	Retaining Wall G-Line	924,487.00	0.00	0.00	0.00	0.00	0.00%	924,487.00	0.00
420	Retaining Wall F-Line	288,928.00	0.00	0.00	0.00	0.00	0.00%	288,928.00	0.00
430	Foundations G-A 1-4	475,780.00	0.00	0.00	0.00	0.00	0.00%	475,780.00	0.00
440	Foundations G-A 5-10	475,780.00	0.00	0.00	0.00	0.00	0.00%	475,780.00	0.00
450	Slab On Grade	422,934.00	0.00	0.00	0.00	0.00	0.00%	422,934.00	0.00
460	Slab On Deck	243,416.00	0.00	0.00	0.00	0.00	0.00%	243,416.00	0.00
470	Pan Stairs	13,645.00	0.00	0.00	0.00	0.00	0.00%	13,645.00	0.00
600	MASONRY	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
610	CMU Foundations	130,189.00	0.00	0.00	0.00	0.00	0.00%	130,189.00	0.00
620	CMU Stair #3/Elev. Shaft	208,302.00	0.00	0.00	0.00	0.00	0.00%	208,302.00	0.00
630	CMU Stair #4 Shaft	162,736.00	0.00	0.00	0.00	0.00	0.00%	162,736.00	0.00
640	CMU Interior Partitions	91,132.00	0.00	0.00	0.00	0.00	0.00%	91,132.00	0.00
650	CMU Back-up	182,264.00	0.00	0.00	0.00	0.00	0.00%	182,264.00	0.00
660	Veneer	260,377.00	0.00	0.00	0.00	0.00	0.00%	260,377.00	0.00
800	STRUCTURAL STEEL & DECKING	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
810	Submittals Shop Drawings Engineering	44,820.00	0.00	0.00	0.00	0.00	0.00%	44,820.00	0.00
820	Fabricated Steel 1st Floor	498,058.00	0.00	0.00	0.00	0.00	0.00%	498,058.00	0.00
830	Joist & Deck 1st Floor	119,113.00	0.00	0.00	0.00	0.00	0.00%	119,113.00	0.00
840	Erection 1st Floor	152,640.00	0.00	0.00	0.00	0.00	0.00%	152,640.00	0.00
850	Fabricated Steel 2nd Floor	259,438.00	0.00	0.00	0.00	0.00	0.00%	259,438.00	0.00
860	Joist & Deck 2nd Floor	59,556.00	0.00	0.00	0.00	0.00	0.00%	59,556.00	0.00
870	Erection 2nd Floor	76,320.00	0.00	0.00	0.00	0.00	0.00%	76,320.00	0.00
880	Fabricated Steel 3rd Floor	259,438.00	0.00	0.00	0.00	0.00	0.00%	259,438.00	0.00
890	Joist & Deck 3rd Floor	59,556.00	0.00	0.00	0.00	0.00	0.00%	59,556.00	0.00
900	Erection 3rd Floor	76,320.00	0.00	0.00	0.00	0.00	0.00%	76,320.00	0.00
910	Fabricated Steel Roof	259,438.00	0.00	0.00	0.00	0.00	0.00%	259,438.00	0.00

CONTINUATION SHEET

Page 3 of 10

Application and Certification for Payment, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

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

Application No. : 1

Application Date : 3/31/2023

To: 3/31/2023

Architect's Project No.: 012211

Invoice # : 16685

Contract : 012211 NCWVA New Terminal Building

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
920	Joist & Deck Roof	59,556.00	0.00	0.00	0.00	0.00	0.00%	59,556.00	0.00
930	Erection Roof	76,320.00	0.00	0.00	0.00	0.00	0.00%	76,320.00	0.00
940	Epic Toris Roof Deck	81,427.00	0.00	0.00	0.00	0.00	0.00%	81,427.00	0.00
1000	MISCELLANEOUS METALS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
1010	GCs Submittals and Engineering	65,550.00	0.00	0.00	0.00	0.00	0.00%	65,550.00	0.00
1020	Mobilization	23,156.00	0.00	0.00	0.00	0.00	0.00%	23,156.00	0.00
1030	Fabricate Stair 1 & 2	23,000.00	0.00	0.00	0.00	0.00	0.00%	23,000.00	0.00
1040	Erect Stair 1 & 2	16,000.00	0.00	0.00	0.00	0.00	0.00%	16,000.00	0.00
1050	Fabricate Stair 3	28,500.00	0.00	0.00	0.00	0.00	0.00%	28,500.00	0.00
1060	Erect Stair 3	13,944.00	0.00	0.00	0.00	0.00	0.00%	13,944.00	0.00
1070	Fabricate Stair 4	30,500.00	0.00	0.00	0.00	0.00	0.00%	30,500.00	0.00
1080	Erect Stair 4	16,344.00	0.00	0.00	0.00	0.00	0.00%	16,344.00	0.00
1090	Fabricate Glass Railings	141,526.00	0.00	0.00	0.00	0.00	0.00%	141,526.00	0.00
1100	Install Glass Railings	27,736.00	0.00	0.00	0.00	0.00	0.00%	27,736.00	0.00
1110	Fabricate Exterior Alum. Railings	71,961.00	0.00	0.00	0.00	0.00	0.00%	71,961.00	0.00
1120	Install Exterior Alum. Railings	8,800.00	0.00	0.00	0.00	0.00	0.00%	8,800.00	0.00
1130	Fabricate Ships Ladder	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
1140	Install Ships Ladder	1,800.00	0.00	0.00	0.00	0.00	0.00%	1,800.00	0.00
1150	Elevator Misc. Metals	3,100.00	0.00	0.00	0.00	0.00	0.00%	3,100.00	0.00
1160	OH Door Misc. Metals	11,600.00	0.00	0.00	0.00	0.00	0.00%	11,600.00	0.00
1170	Casework Misc. Metals	2,300.00	0.00	0.00	0.00	0.00	0.00%	2,300.00	0.00
1180	Toilet Partition Misc. Metals	9,000.00	0.00	0.00	0.00	0.00	0.00%	9,000.00	0.00
1190	Bollards	18,000.00	0.00	0.00	0.00	0.00	0.00%	18,000.00	0.00
1300	ROUGH CARPENTRY	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
1310	Roof/Enclosure Blocking	16,409.00	0.00	0.00	0.00	0.00	0.00%	16,409.00	0.00
1320	Interior Blocking	7,000.00	0.00	0.00	0.00	0.00	0.00%	7,000.00	0.00
1400	ARCHITECTURAL WOOD CASEWORK	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
1410	Material	96,436.00	0.00	0.00	0.00	0.00	0.00%	96,436.00	0.00
1420	Labor	41,330.00	0.00	0.00	0.00	0.00	0.00%	41,330.00	0.00
1500	METAL WALL PANELS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
1510	Submittals Shop Drawings Engineering	47,475.00	0.00	0.00	0.00	0.00	0.00%	47,475.00	0.00

CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 1
Application Date : 3/31/2023
To: 3/31/2023
Architect's Project No.: 012211

Invoice #: 16685 Contract : 012211 NCWVA New Terminal Building

A Item No.	B Description of Work	C Scheduled Value	D E Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
1520	Material	522,225.00	0.00	0.00	0.00	0.00	0.00%	522,225.00	0.00
1530	Install North Elevation	113,940.00	0.00	0.00	0.00	0.00	0.00%	113,940.00	0.00
1540	Install South Elevation	113,940.00	0.00	0.00	0.00	0.00	0.00%	113,940.00	0.00
1550	Install East Elevation	75,960.00	0.00	0.00	0.00	0.00	0.00%	75,960.00	0.00
1560	Install West Elevation	75,960.00	0.00	0.00	0.00	0.00	0.00%	75,960.00	0.00
1700	ROOFING	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
1710	Submittals Shop Drawings Engineering	53,775.00	0.00	0.00	0.00	0.00	0.00%	53,775.00	0.00
1720	Material	591,525.00	0.00	0.00	0.00	0.00	0.00%	591,525.00	0.00
1730	Install Metal Roof	279,630.00	0.00	0.00	0.00	0.00	0.00%	279,630.00	0.00
1740	Install EPDM Roof	150,570.00	0.00	0.00	0.00	0.00	0.00%	150,570.00	0.00
1900	HM DOORS FRAMES & HARDWARE	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
1910	Material	209,356.00	0.00	0.00	0.00	0.00	0.00%	209,356.00	0.00
1920	Install Frames	18,606.00	0.00	0.00	0.00	0.00	0.00%	18,606.00	0.00
1930	Install Doors and Hardware	50,380.00	0.00	0.00	0.00	0.00	0.00%	50,380.00	0.00
2000	OVERHEAD COILING DOORS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
2010	Doors 201/205	33,580.00	0.00	0.00	0.00	0.00	0.00%	33,580.00	0.00
2020	Doors 113A/113C	39,079.00	0.00	0.00	0.00	0.00	0.00%	39,079.00	0.00
2100	AUTOMATIC ENTRANCES	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
2110	Vestibule 100	22,550.00	0.00	0.00	0.00	0.00	0.00%	22,550.00	0.00
2120	Vestibule 120	22,550.00	0.00	0.00	0.00	0.00	0.00%	22,550.00	0.00
2200	CURTAINWALLS & STOREFRONTS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
2210	Submittals Shop Drawings Engineering	66,810.00	0.00	0.00	0.00	0.00	0.00%	66,810.00	0.00
2220	Material	801,720.00	0.00	0.00	0.00	0.00	0.00%	801,720.00	0.00
2230	Install North Elevation	176,905.00	0.00	0.00	0.00	0.00	0.00%	176,905.00	0.00
2240	Install South Elevation	163,565.00	0.00	0.00	0.00	0.00	0.00%	163,565.00	0.00
2250	Install East Elevation	59,475.00	0.00	0.00	0.00	0.00	0.00%	59,475.00	0.00
2260	Install West Elevation	67,725.00	0.00	0.00	0.00	0.00	0.00%	67,725.00	0.00
2400	GYPSUM BOARD ASSEMBLIES	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
2410	Submittals Shop Drawings Engineering	19,238.00	0.00	0.00	0.00	0.00	0.00%	19,238.00	0.00
2420	Exterior Framing - Labor	192,118.00	0.00	0.00	0.00	0.00	0.00%	192,118.00	0.00

CONTINUATION SHEET

Page 5 of 10

Application and Certification for Payment, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

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

Application No. : 1

Application Date : 3/31/2023

To: 3/31/2023

Architect's Project No.: 012211

Invoice # : 16685

Contract : 012211 NCWVA New Terminal Building

A Item No.	B Description of Work	C Scheduled Value	D		E	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C-G)	I Retainage
			Work Completed							
			From Previous Application (D+E)	This Period In Place						
2430	Exterior Framing - Material	235,132.00	0.00	0.00		0.00	0.00	0.00%	235,132.00	0.00
2440	Framing - Labor 1st Floor	110,852.00	0.00	0.00		0.00	0.00	0.00%	110,852.00	0.00
2450	Framing - Material 1st Floor	98,200.00	0.00	0.00		0.00	0.00	0.00%	98,200.00	0.00
2460	Drywall - Labor 1st Floor	90,614.00	0.00	0.00		0.00	0.00	0.00%	90,614.00	0.00
2470	Drywall - Material 1st Floor	191,534.00	0.00	0.00		0.00	0.00	0.00%	191,534.00	0.00
2480	Drywall Finishing - Labor 1st Floor	32,114.00	0.00	0.00		0.00	0.00	0.00%	32,114.00	0.00
2490	Drywall Finishing - Material 1st Floor	5,265.00	0.00	0.00		0.00	0.00	0.00%	5,265.00	0.00
2500	Acoustical Ceilings - Labor 1st Floor	16,027.00	0.00	0.00		0.00	0.00	0.00%	16,027.00	0.00
2510	Acoustical Ceilings - Material 1st Floor	62,575.00	0.00	0.00		0.00	0.00	0.00%	62,575.00	0.00
2520	Framing - Labor 2nd Floor	135,189.00	0.00	0.00		0.00	0.00	0.00%	135,189.00	0.00
2530	Framing - Material 2nd Floor	81,226.00	0.00	0.00		0.00	0.00	0.00%	81,226.00	0.00
2540	Drywall - Labor 2nd Floor	60,793.00	0.00	0.00		0.00	0.00	0.00%	60,793.00	0.00
2550	Drywall - Material 2nd Floor	49,800.00	0.00	0.00		0.00	0.00	0.00%	49,800.00	0.00
2560	Drywall Finishing - Labor 2nd Floor	35,600.00	0.00	0.00		0.00	0.00	0.00%	35,600.00	0.00
2570	Drywall Finishing - Material 2nd Floor	6,075.00	0.00	0.00		0.00	0.00	0.00%	6,075.00	0.00
2580	Acoustical Ceilings - Labor 2nd Floor	56,536.00	0.00	0.00		0.00	0.00	0.00%	56,536.00	0.00
2590	Acoustical Ceilings - Material 2nd Floor	293,835.00	0.00	0.00		0.00	0.00	0.00%	293,835.00	0.00
2600	Framing - Labor 3rd Floor	125,224.00	0.00	0.00		0.00	0.00	0.00%	125,224.00	0.00
2610	Framing - Material 3rd Floor	94,148.00	0.00	0.00		0.00	0.00	0.00%	94,148.00	0.00
2620	Drywall - Labor 3rd Floor	54,396.00	0.00	0.00		0.00	0.00	0.00%	54,396.00	0.00
2630	Drywall - Material 3rd Floor	35,217.00	0.00	0.00		0.00	0.00	0.00%	35,217.00	0.00
2640	Drywall Finishing - Labor 3rd Floor	31,222.00	0.00	0.00		0.00	0.00	0.00%	31,222.00	0.00
2650	Drywall Finishing - Material 3rd Floor	5,427.00	0.00	0.00		0.00	0.00	0.00%	5,427.00	0.00
2660	Acoustical Ceilings - Labor 3rd Floor	53,942.00	0.00	0.00		0.00	0.00	0.00%	53,942.00	0.00
2670	Acoustical Ceilings - Material 3rd Floor	289,201.00	0.00	0.00		0.00	0.00	0.00%	289,201.00	0.00
2800	TILING	0.00	0.00	0.00		0.00	0.00	0.00%	0.00	0.00
2810	Material	127,800.00	0.00	0.00		0.00	0.00	0.00%	127,800.00	0.00
2820	Labor - 1st Floor	21,300.00	0.00	0.00		0.00	0.00	0.00%	21,300.00	0.00
2830	Labor - 2nd Floor	21,300.00	0.00	0.00		0.00	0.00	0.00%	21,300.00	0.00
2840	Labor - 3rd Floor	42,600.00	0.00	0.00		0.00	0.00	0.00%	42,600.00	0.00

CONTINUATION SHEET

Page 6 of 10

Application and Certification for Payment, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

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

Application No. : 1

Application Date : 3/31/2023

To: 3/31/2023

Architect's Project No.: 012211

Invoice # : 16685

Contract : 012211 NCWVA New Terminal Building

A Item No.	B Description of Work	C Scheduled Value	D E Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place					
2900	RESILIENT FLOORING	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
2910	Material	114,000.00	0.00	0.00	0.00	0.00	0.00%	114,000.00	0.00
2920	Labor - 1st Floor	19,000.00	0.00	0.00	0.00	0.00	0.00%	19,000.00	0.00
2930	Labor - 2nd Floor	38,000.00	0.00	0.00	0.00	0.00	0.00%	38,000.00	0.00
2940	Labor - 3rd Floor	19,000.00	0.00	0.00	0.00	0.00	0.00%	19,000.00	0.00
3000	TERRAZZO	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
3010	Material	200,580.00	0.00	0.00	0.00	0.00	0.00%	200,580.00	0.00
3020	Labor - 1st Floor	100,290.00	0.00	0.00	0.00	0.00	0.00%	100,290.00	0.00
3030	Labor - 2nd Floor	33,430.00	0.00	0.00	0.00	0.00	0.00%	33,430.00	0.00
3100	Fluid Applied Flooring	5,000.00	0.00	0.00	0.00	0.00	0.00%	5,000.00	0.00
3200	PAINTING	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
3210	Material	44,250.00	0.00	0.00	0.00	0.00	0.00%	44,250.00	0.00
3230	Labor - 1st Floor	51,625.00	0.00	0.00	0.00	0.00	0.00%	51,625.00	0.00
3240	Labor - 2nd Floor	30,975.00	0.00	0.00	0.00	0.00	0.00%	30,975.00	0.00
3250	Labor - 3rd Floor	20,650.00	0.00	0.00	0.00	0.00	0.00%	20,650.00	0.00
3300	VISUAL DISPLAY UNITS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
3310	Material	7,500.00	0.00	0.00	0.00	0.00	0.00%	7,500.00	0.00
3320	Labor	1,971.00	0.00	0.00	0.00	0.00	0.00%	1,971.00	0.00
3400	SIGNAGE	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
3410	Material	59,075.00	0.00	0.00	0.00	0.00	0.00%	59,075.00	0.00
3420	Labor	9,000.00	0.00	0.00	0.00	0.00	0.00%	9,000.00	0.00
3500	METAL TOILET COMPARTMENTS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
3510	Material	21,614.00	0.00	0.00	0.00	0.00	0.00%	21,614.00	0.00
3520	Labor	15,780.00	0.00	0.00	0.00	0.00	0.00%	15,780.00	0.00
3600	TOILET ACCESSORIES	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
3610	Material	21,507.00	0.00	0.00	0.00	0.00	0.00%	21,507.00	0.00
3620	Labor	12,461.00	0.00	0.00	0.00	0.00	0.00%	12,461.00	0.00
3700	WALL & DOOR PROTECTION	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
3710	Material	69,106.00	0.00	0.00	0.00	0.00	0.00%	69,106.00	0.00
3720	Labor	15,228.00	0.00	0.00	0.00	0.00	0.00%	15,228.00	0.00
3800	FIRE EXTINGUISHERS & CABINETS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
3810	Material	2,776.00	0.00	0.00	0.00	0.00	0.00%	2,776.00	0.00

CONTINUATION SHEET

Page 7 of 10

Application and Certification for Payment, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

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

Application No. : 1

Application Date : 3/31/2023

To: 3/31/2023

Architect's Project No.: 012211

Invoice # : 16685

Contract : 012211 NCWVA New Terminal Building

A Item No.	B Description of Work	C Scheduled Value	D		E	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C-G)	I Retainage
			Work Completed							
			From Previous Application (D+E)	This Period In Place						
3820	Labor	2,118.00	0.00	0.00	0.00	0.00	0.00%	2,118.00	0.00	
3900	METAL CANOPIES	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	
3910	Material	9,000.00	0.00	0.00	0.00	0.00	0.00%	9,000.00	0.00	
3920	Labor	2,632.00	0.00	0.00	0.00	0.00	0.00%	2,632.00	0.00	
4000	EQUIPMENT SCREENS	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	
4010	Material	100,000.00	0.00	0.00	0.00	0.00	0.00%	100,000.00	0.00	
4020	Labor	15,559.00	0.00	0.00	0.00	0.00	0.00%	15,559.00	0.00	
4100	WINDOW SHADES	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	
4110	Labor	3,790.00	0.00	0.00	0.00	0.00	0.00%	3,790.00	0.00	
4120	Material	8,571.00	0.00	0.00	0.00	0.00	0.00%	8,571.00	0.00	
4200	Kennel Sanitary Devices	3,500.00	0.00	0.00	0.00	0.00	0.00%	3,500.00	0.00	
4300	Elevators & Escalators	435,000.00	0.00	0.00	0.00	0.00	0.00%	435,000.00	0.00	
4400	FIRE SUPPRESSION	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	
4410	Submittals Shop Drawings Engineering	26,000.00	0.00	0.00	0.00	0.00	0.00%	26,000.00	0.00	
4420	Material	180,000.00	0.00	0.00	0.00	0.00	0.00%	180,000.00	0.00	
4430	Labor - 1st Floor	60,000.00	0.00	0.00	0.00	0.00	0.00%	60,000.00	0.00	
4440	Labor - 2nd Floor	30,000.00	0.00	0.00	0.00	0.00	0.00%	30,000.00	0.00	
4450	Labor - 3rd Floor	30,000.00	0.00	0.00	0.00	0.00	0.00%	30,000.00	0.00	
4500	PLUMBING	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	
4510	Mobilization	29,200.00	0.00	0.00	0.00	0.00	0.00%	29,200.00	0.00	
4520	Submittal Procurement	19,500.00	0.00	0.00	0.00	0.00	0.00%	19,500.00	0.00	
4530	Coordination And Planning	59,000.00	0.00	0.00	0.00	0.00	0.00%	59,000.00	0.00	
4540	Plumbing Equipment/Fixtures	135,000.00	0.00	0.00	0.00	0.00	0.00%	135,000.00	0.00	
4550	Plumbing Materials	200,000.00	0.00	0.00	0.00	0.00	0.00%	200,000.00	0.00	
4560	Plumbing Drains	85,000.00	0.00	0.00	0.00	0.00	0.00%	85,000.00	0.00	
4570	Plumbing Rough In Level 1	82,500.00	0.00	0.00	0.00	0.00	0.00%	82,500.00	0.00	
4580	Plumbing Final Connections Lvl 1	23,500.00	0.00	0.00	0.00	0.00	0.00%	23,500.00	0.00	
4590	Plumbing Rough In Level 2	43,000.00	0.00	0.00	0.00	0.00	0.00%	43,000.00	0.00	
4600	Plumbing Final Connections Lvl 2	13,500.00	0.00	0.00	0.00	0.00	0.00%	13,500.00	0.00	
4610	Plumbing Rough In Level 3	32,000.00	0.00	0.00	0.00	0.00	0.00%	32,000.00	0.00	
4620	Plumbing Final Connections Lv3	12,000.00	0.00	0.00	0.00	0.00	0.00%	12,000.00	0.00	
4630	Plumbing Rough In Level Roof	8,000.00	0.00	0.00	0.00	0.00	0.00%	8,000.00	0.00	

CONTINUATION SHEET

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Application and Certification for Payment, containing Contractor's signed certification is attached.

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Application No. : 1

Application Date : 3/31/2023

To: 3/31/2023

Architect's Project No.: 012211

Invoice # : 16685

Contract : 012211 NCWVA New Terminal Building

A Item No.	B Description of Work	C Scheduled Value	D E Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	Retainage
			From Previous Application (D+E)	This Period In Place					
4640	Plumbing Final Connections Roof	3,500.00	0.00	0.00	0.00	0.00	0.00%	3,500.00	0.00
4650	Plumbing Insulation	40,000.00	0.00	0.00	0.00	0.00	0.00%	40,000.00	0.00
4660	Excavation	80,000.00	0.00	0.00	0.00	0.00	0.00%	80,000.00	0.00
4700	HVAC	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
4710	Mobilization	35,800.00	0.00	0.00	0.00	0.00	0.00%	35,800.00	0.00
4720	Submittal Procurement	25,500.00	0.00	0.00	0.00	0.00	0.00%	25,500.00	0.00
4730	Coordination And Planning	66,000.00	0.00	0.00	0.00	0.00	0.00%	66,000.00	0.00
4740	HVAC Equipment	800,000.00	0.00	0.00	0.00	0.00	0.00%	800,000.00	0.00
4750	HVAC Material	275,000.00	0.00	0.00	0.00	0.00	0.00%	275,000.00	0.00
4760	HVAC Rough In Level 1	245,000.00	0.00	0.00	0.00	0.00	0.00%	245,000.00	0.00
4770	HVAC Final Connections Lvl 1	46,000.00	0.00	0.00	0.00	0.00	0.00%	46,000.00	0.00
4780	HVAC Rough In Level 2	255,000.00	0.00	0.00	0.00	0.00	0.00%	255,000.00	0.00
4790	HVAC Final Connections Lvl 2	54,000.00	0.00	0.00	0.00	0.00	0.00%	54,000.00	0.00
4800	HVAC Rough In Level 3	135,000.00	0.00	0.00	0.00	0.00	0.00%	135,000.00	0.00
4810	HVAC Final Connections Lv3	34,000.00	0.00	0.00	0.00	0.00	0.00%	34,000.00	0.00
4820	HVAC Equipment Setting Roof	10,000.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
4830	HVAC Final Connections Roof	7,500.00	0.00	0.00	0.00	0.00	0.00%	7,500.00	0.00
4840	HVAC Insulation	175,000.00	0.00	0.00	0.00	0.00	0.00%	175,000.00	0.00
4850	Balancing	30,000.00	0.00	0.00	0.00	0.00	0.00%	30,000.00	0.00
4860	Automated Temp. Controls	240,000.00	0.00	0.00	0.00	0.00	0.00%	240,000.00	0.00
4870	Commissioning Assist	10,000.00	0.00	0.00	0.00	0.00	0.00%	10,000.00	0.00
4880	Close Out	4,500.00	0.00	0.00	0.00	0.00	0.00%	4,500.00	0.00
5000	ELECTRICAL	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
5010	General Conditions	141,151.00	0.00	0.00	0.00	0.00	0.00%	141,151.00	0.00
5020	Mobilization	35,000.00	0.00	0.00	0.00	0.00	0.00%	35,000.00	0.00
5030	Underground Excavation & Backfill	40,000.00	0.00	0.00	0.00	0.00	0.00%	40,000.00	0.00
5040	Lighting - Material	85,611.00	0.00	0.00	0.00	0.00	0.00%	85,611.00	0.00
5050	Lighting - Labor	233,267.00	0.00	0.00	0.00	0.00	0.00%	233,267.00	0.00
5060	Lighting - Fixtures	386,343.00	0.00	0.00	0.00	0.00	0.00%	386,343.00	0.00
5070	Branch Power - Material	31,239.00	0.00	0.00	0.00	0.00	0.00%	31,239.00	0.00
5080	Branch Power - Labor	77,066.00	0.00	0.00	0.00	0.00	0.00%	77,066.00	0.00
5090	Panels & Feeders - Material	114,931.00	0.00	0.00	0.00	0.00	0.00%	114,931.00	0.00

CONTINUATION SHEET

Page 9 of 10

Application and Certification for Payment, containing Contractor's signed certification is attached.

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Architect's Project No.: 012211

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Contract : 012211 NCWVA New Terminal Building

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			From Previous Application (D+E)	This Period In Place E					
5100	Panels & Feeders - Labor	115,829.00	0.00	0.00	0.00	0.00	0.00%	115,829.00	0.00
5110	Panelboards & Switchboards - Equipment	178,194.00	0.00	0.00	0.00	0.00	0.00%	178,194.00	0.00
5120	Fire Alarm - Material	15,382.00	0.00	0.00	0.00	0.00	0.00%	15,382.00	0.00
5130	Fire Alarm - Labor	52,552.00	0.00	0.00	0.00	0.00	0.00%	52,552.00	0.00
5140	Fire Alarm - Equipment	42,610.00	0.00	0.00	0.00	0.00	0.00%	42,610.00	0.00
5150	Equipment Connections - Material	41,152.00	0.00	0.00	0.00	0.00	0.00%	41,152.00	0.00
5160	Equipment Connections - Labor	62,281.00	0.00	0.00	0.00	0.00	0.00%	62,281.00	0.00
5170	Tele/Data - Material	197,473.00	0.00	0.00	0.00	0.00	0.00%	197,473.00	0.00
5180	Tele/Data - Labor	188,625.00	0.00	0.00	0.00	0.00	0.00%	188,625.00	0.00
5190	Generator & ATS - Material	26,457.00	0.00	0.00	0.00	0.00	0.00%	26,457.00	0.00
5200	Generator & ATS - Labor	9,882.00	0.00	0.00	0.00	0.00	0.00%	9,882.00	0.00
5210	Generator & ATS - Equipment	388,499.00	0.00	0.00	0.00	0.00	0.00%	388,499.00	0.00
5220	Lightning Protection - Material	65,884.00	0.00	0.00	0.00	0.00	0.00%	65,884.00	0.00
5230	Lightning Protection - Labor	28,286.00	0.00	0.00	0.00	0.00	0.00%	28,286.00	0.00
5240	Paging System - Material	27,887.00	0.00	0.00	0.00	0.00	0.00%	27,887.00	0.00
5250	Paging System - Labor	37,543.00	0.00	0.00	0.00	0.00	0.00%	37,543.00	0.00
5260	Security System - Material	180,092.00	0.00	0.00	0.00	0.00	0.00%	180,092.00	0.00
5270	Security System - Labor	191,764.00	0.00	0.00	0.00	0.00	0.00%	191,764.00	0.00
5400	SITEWORK	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
5410	General Conditions	39,900.00	0.00	0.00	0.00	0.00	0.00%	39,900.00	0.00
5420	E&S Control	24,500.00	0.00	0.00	0.00	0.00	0.00%	24,500.00	0.00
5430	Stone Access Road/Pads	99,900.00	0.00	0.00	0.00	0.00	0.00%	99,900.00	0.00
5440	Site Grading	193,750.00	0.00	0.00	0.00	0.00	0.00%	193,750.00	0.00
5450	Sanitary Sewer	4,500.00	0.00	0.00	0.00	0.00	0.00%	4,500.00	0.00
5460	Storm Sewer	230,500.00	0.00	0.00	0.00	0.00	0.00%	230,500.00	0.00
5470	Water	28,500.00	0.00	0.00	0.00	0.00	0.00%	28,500.00	0.00
5480	Foundation Excavation & Backfill	173,700.00	0.00	0.00	0.00	0.00	0.00%	173,700.00	0.00
5600	SITE CONCRETE	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
5610	Concrete Pavement	33,660.00	0.00	0.00	0.00	0.00	0.00%	33,660.00	0.00
5620	Concrete Sidewalks	88,722.00	0.00	0.00	0.00	0.00	0.00%	88,722.00	0.00
5630	Concrete Pads	7,268.00	0.00	0.00	0.00	0.00	0.00%	7,268.00	0.00
5640	Bollards	48,937.00	0.00	0.00	0.00	0.00	0.00%	48,937.00	0.00

CONTINUATION SHEET

Page 10 of 10

Application and Certification for Payment, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 1

Application Date : 3/31/2023

To: 3/31/2023

Architect's Project No.: 012211

Invoice # : 16685

Contract : 012211 NCWVA New Terminal Building

A Item No.	B Description of Work	C Scheduled Value	D		E	F	G	% (G / C)	H	I
			Work Completed		Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	Balance To Finish (C-G)		Retainage	
			From Previous Application (D+E)	This Period In Place						
5700	Vinyl Coated Fence	159,805.00	0.00	0.00	0.00	0.00	0.00%	159,805.00	0.00	
5800	Ornamental Steel Fence	75,000.00	0.00	0.00	0.00	0.00	0.00%	75,000.00	0.00	
Grand Totals			25,347,000.00	0.00	181,793.00	0.00	181,793.00	0.72%	25,165,207.00	18,179.30

EXHIBIT A

**CONDITIONAL WAIVER AND RELEASE
UPON PROGRESS PAYMENT**

Upon receipt by the undersigned of a check from **Benedum Airport Authority** in the sum of **\$163,613.70** payable to **Mascaro Construction Co., L.P.** and when the check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release pro tanto any mechanic's lien right the undersigned has on the job of **NCWVA New Terminal Building** to the following extent: This release covers a progress payment for labor, services, equipment or material furnished to **Benedum Airport Authority** through March 31, 2023 only and does not cover: 1) any claims or disputes otherwise reduced to writing, 2) any retention withheld or 3) items furnished after said date. Before any recipient of this document relies on it, said party should verify evidence of payment to the undersigned.

Dated: 4/3/2023

Mascaro Construction Co., LP

By: 

THE THRASHER GROUP, INC.

P.O. BOX 940
600 White Oaks Blvd.
Bridgeport, WV 26330
304.624.4108

July 11, 2024

Project: **Benedum Airport Authority**
Outstanding Invoices

INVOICE NO.	PROJECT NAME	AMOUNT
	Bombardier Building Renovations EDA	\$ 2,362.50
1030147	Quarterly Stormwater Sampling	\$ 937.50
1031576	Quarterly Stormwater Sampling	\$ 1,787.50
1032360	Quarterly Stormwater Sampling	\$ 975.00
1033489	Quarterly Stormwater Sampling	\$ 975.00
1031608	Terminal Project Oversight	\$ 4,395.00
1031302	Terminal Project Oversight	\$ 5,535.00
1031672	Terminal Project Oversight	\$ 3,895.00
1030148	Terminal Project Oversight	\$ 4,050.00
1030760	Terminal Project Oversight	\$ 2,970.00
1032007	Terminal Project Oversight	\$ 10,580.00
1032406	Terminal Project Oversight	\$ 8,506.25
1033492	Terminal Project Oversight	\$ 11,896.25
1032860	Terminal Project Oversight	\$ 5,557.50
1031609	Terminal Inspection Services	\$ 36,469.02
1030762	Terminal Inspection Services	\$ 44,352.43
	Terminal Inspection Services	\$ 769.80
1032009	Terminal Inspection Services	\$ 7,770.00
1032409	Terminal Inspection Services	\$ 7,962.85
1030149	CKB Apron Repairs	\$ 2,000.00
1033503	CKB -Terminal and Parking Exhibit	\$ 1,782.50
1032859	CKB - Maketing Exhibits	\$ 3,836.21
TOTAL DISBURSEMENTS		<u>\$ 169,365.31</u>

APPROVED BY:

Benedum Airport Authority

Date


The Thrasher Group, Inc.

07/11/2024
Date



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

October 12, 2023
Project No: T80-11039.00
Invoice No: 1030148

			Invoice Total	\$4,050.00
Project	T80-11039.00	Terminal Project Oversight		

CKB Terminal Construction Contracts 1-7
SEPTEMBER 2023

Phase	100	Project Management	
Professional Personnel			4,050.00
		Total this Phase	\$4,050.00
		Total this Invoice	<u>\$4,050.00</u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

December 01, 2023
Project No: T80-11039.00
Invoice No: 1030760

			Invoice Total	\$2,970.00
Project	T80-11039.00	Terminal Project Oversight		

CKB Terminal Construction Contracts 1-7
OCTOBER 2023

Phase	100	Project Management		
Professional Personnel				2,970.00
			Total this Phase	\$2,970.00
			Total this Invoice	<u>\$2,970.00</u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

January 12, 2024
Project No: T80-11039.00
Invoice No: 1031302

		Invoice Total	\$5,535.00
Project	T80-11039.00	Terminal Project Oversight	

CKB Terminal Construction Contracts 1-7
NOVEMBER 2023

Phase	100	Project Management	
Professional Personnel			5,535.00
		Total this Phase	\$5,535.00
		Total this Invoice	<u>\$5,535.00</u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

February 09, 2024
Project No: T80-11039.00
Invoice No: 1031608

			Invoice Total	\$4,395.00
Project	T80-11039.00	Terminal Project Oversight		

CKB Terminal Construction Contracts 1-7
DECEMBER 2023

Phase	100	Project Management		
Professional Personnel				4,395.00
			Total this Phase	\$4,395.00
			Total this Invoice	<u>\$4,395.00</u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

February 16, 2024
Project No: T80-11039.00
Invoice No: 1031672

			Invoice Total	\$3,895.00
Project	T80-11039.00	Terminal Project Oversight		

CKB Terminal Construction Contracts 1-7
JANUARY 2024

Phase	100	Project Management	
Professional Personnel			3,895.00
		Total this Phase	\$3,895.00
		Total this Invoice	<u>\$3,895.00</u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

March 14, 2024
Project No: T80-11039.00
Invoice No: 1032007

			Invoice Total	\$10,580.00
Project	T80-11039.00	Terminal Project Oversight		

CKB Terminal Construction Contracts 1-7
FEBRUARY 2024

Phase	100	Project Management		
Professional Personnel				10,580.00
			Total this Phase	\$10,580.00
			Total this Invoice	<u>\$10,580.00</u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

May 28, 2024
Project No: T80-11039.00
Invoice No: 1032860

			Invoice Total	\$5,557.50
Project	T80-11039.00	Terminal Project Oversight		

CKB Terminal Construction Contracts 1-7

APRIL 2024

Phase	100	Project Management	
Professional Personnel			5,557.50
		Total this Phase	\$5,557.50
		Total this Invoice	<u><u>\$5,557.50</u></u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

July 10, 2024
Project No: T80-11039.00
Invoice No: 1033492

			Invoice Total	\$11,896.25
Project	T80-11039.00	Terminal Project Oversight		

CKB Terminal Construction Contracts 1-7
MAY & JUNE 2024

Phase	100	Project Management	
Professional Personnel			11,896.25
		Total this Phase	\$11,896.25
		Total this Invoice	<u>\$11,896.25</u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

October 12, 2023
Project No: T96-11040.00
Invoice No: 1030146

Invoice Total \$11,971.40

Project T96-11040.00 CKB-New Terminal Building
Attn: Shawn Long

Phase 411 Field Services
Professional Personnel

		Hours	Rate	Amount
Project Technician				
NUZUM, DANIEL	9/5/2023	8.50	80.00	680.00
NUZUM, DANIEL	9/6/2023	8.00	80.00	640.00
NUZUM, DANIEL	9/7/2023	8.50	80.00	680.00
NUZUM, DANIEL	9/8/2023	8.00	80.00	640.00
NUZUM, DANIEL	9/11/2023	2.00	80.00	160.00
NUZUM, DANIEL	9/18/2023	8.00	80.00	640.00
NUZUM, DANIEL	9/19/2023	7.00	80.00	560.00
NUZUM, DANIEL	9/20/2023	7.00	80.00	560.00
NUZUM, DANIEL	9/21/2023	4.00	80.00	320.00
NUZUM, DANIEL	9/22/2023	5.00	80.00	400.00
NUZUM, DANIEL	9/25/2023	4.00	80.00	320.00
NUZUM, DANIEL	9/27/2023	5.00	80.00	400.00
NUZUM, DANIEL	9/28/2023	4.00	80.00	320.00
NUZUM, DANIEL	9/29/2023	3.00	80.00	240.00
Construction Manager				
HOWDERSHELT, BRANDON	9/11/2023	2.00	110.00	220.00
HOWDERSHELT, BRANDON	9/12/2023	8.00	110.00	880.00
HOWDERSHELT, BRANDON	9/13/2023	1.00	110.00	110.00
HOWDERSHELT, BRANDON	9/14/2023	6.00	110.00	660.00

HOWDERSHELT, BRANDON	9/25/2023	6.00	110.00	660.00	
Totals		105.00		9,090.00	
Ovt. Premium				78.75	
Total Labor					9,168.75

Consultants

DIRECT BILLABLE OC CONSULTANTS					
9/15/2023	CERTIFIED WELDING, LLC			736.00	
	Total Consultants			736.00	736.00

Unit Billing

BILLABLE CONST SVC COMPANY CAR					
9/29/2023	9/5/23 - 9/29/23	141.0 MILES @ 0.65		91.65	
	Total Units			91.65	91.65
Total this Phase					\$9,996.40

Phase	412	Laboratory Services			
Unit Billing					
CONCRETE CYLINDERS					
9/11/2023	9/6/23-9/12/23	20.0 CYLINDERS @ 20.00		400.00	
	Total Units			400.00	400.00
Total this Phase					\$400.00

Phase	901	Project Management			
Professional Personnel					
			Hours	Rate	Amount
Project Manager					
	JONES, NICOLE	9/13/2023	.50	150.00	75.00
	JONES, NICOLE	9/25/2023	.50	150.00	75.00
	Totals		1.00		150.00
	Total Labor				150.00

Unit Billing

Clerical					
9/29/2023	9/5/23 - 9/29/23	19.0 Days @ 25.00		475.00	
PM (Report Review/Coordination)					
9/29/2023	9/5/23 - 9/29/23	19.0 Days @ 50.00		950.00	
	Total Units			1,425.00	1,425.00
Total this Phase					\$1,575.00
Total this Invoice					<u>\$11,971.40</u>

Invoice Payment 12/22/23	-\$9,996.40
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<u>Remaining Invoice Balance</u>	<u>\$769.80</u>
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Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

December 01, 2023
Project No: T96-11040.00
Invoice No: 1030762

Invoice Total **\$44,352.43**

Project T96-11040.00 CKB-New Terminal Building
Attn: Shawn Long

Phase 411 Field Services

Professional Personnel

		Hours	Rate	Amount
Project Technician				
GEBHARDT, AXEL	10/6/2023	6.50	80.00	520.00
NUZUM, DANIEL	10/5/2023	5.00	80.00	400.00
NUZUM, DANIEL	10/6/2023	5.00	80.00	400.00
NUZUM, DANIEL	10/9/2023	5.00	80.00	400.00
NUZUM, DANIEL	10/10/2023	5.00	80.00	400.00
NUZUM, DANIEL	10/11/2023	5.00	80.00	400.00
NUZUM, DANIEL	10/12/2023	5.00	80.00	400.00
NUZUM, DANIEL	10/20/2023	2.00	80.00	160.00
NUZUM, DANIEL	10/27/2023	2.00	80.00	160.00
NUZUM, DANIEL	11/3/2023	4.00	80.00	320.00
YOUNG, AUSTIN	11/1/2023	6.00	80.00	480.00
Construction Manager				
HOWDERSHELT, BRANDON	10/6/2023	8.00	110.00	880.00
HOWDERSHELT, BRANDON	10/11/2023	4.00	110.00	440.00
HOWDERSHELT, BRANDON	10/12/2023	4.00	110.00	440.00
HOWDERSHELT, BRANDON	10/19/2023	4.00	110.00	440.00
HOWDERSHELT, BRANDON	11/2/2023	4.00	110.00	440.00
Totals		74.50		6,680.00
Ovt. Premium				445.88
Total Labor				7,125.88

Consultants**DIRECT BILLABLE OC CONSULTANTS**

10/12/2023	CERTIFIED WELDING, LLC	3,680.00	
10/12/2023	CERTIFIED WELDING, LLC	3,680.00	
10/12/2023	CERTIFIED WELDING, LLC	3,680.00	
10/12/2023	CERTIFIED WELDING, LLC	3,312.00	
10/19/2023	CERTIFIED WELDING, LLC	3,680.00	
10/26/2023	CERTIFIED WELDING, LLC CKB New Terminal	3,680.00	
10/26/2023	CERTIFIED WELDING, LLC CKB New Terminal	736.00	
10/26/2023	PRIME NDT SERVICES INC	3,084.30	
10/31/2023	CERTIFIED WELDING, LLC	2,944.00	
Total Consultants		28,476.30	28,476.30

Unit Billing**BILLABLE CONST SVC COMPANY CAR**

11/2/2023	10/5/23 - 11/2/23	135.0 MILES @ 0.65	87.75
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FLOOR FLATNESS TESTING EQUIPMENT

11/2/2023	10/6/23; 10/11/23; 10/12/23; 10/19/23; 11/2/23	5.0 DAYS @ 100.00	500.00
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Standard Equipment

11/3/2023	10/5/23 - 11/3/23	11.0 Days @ 30.00	330.00
Total Units		917.75	917.75

Total this Phase \$36,519.93

Phase 412 Laboratory Services

Unit Billing**CONCRETE CYLINDERS**

9/27/2023	9/18/23 - 9/27/23	54.0 CYLINDERS @ 20.00	1,080.00
10/12/2023	10/4/23 - 10/27/23	168.0 CYLINDERS @ 20.00	3,360.00
11/3/2023	11/1/23 - 11/13/23	48.0 CYLINDERS @ 20.00	960.00
Total Units		5,400.00	5,400.00

Total this Phase \$5,400.00

Phase 901 Project Management

Professional Personnel

		Hours	Rate	Amount	
Project Manager					
JONES, NICOLE	10/2/2023	2.00	150.00	300.00	
JONES, NICOLE	10/9/2023	.25	150.00	37.50	
JONES, NICOLE	10/10/2023	1.25	150.00	187.50	
JONES, NICOLE	10/11/2023	.75	150.00	112.50	
JONES, NICOLE	10/24/2023	.50	150.00	75.00	
JONES, NICOLE	10/26/2023	.50	150.00	75.00	
JONES, NICOLE	10/30/2023	1.50	150.00	225.00	
Construction Manager					
HOWDERSHELT, BRANDON	11/1/2023	2.00	110.00	220.00	
Totals		8.75		1,232.50	
Total Labor					1,232.50

Unit Billing

Clerical

11/3/2023 10/2/23 - 11/3/23

16.0 Days @ 25.00 400.00

PM (Report Review/Coordination)

11/3/2023 10/2/23 - 11/3/23

16.0 Days @ 50.00 800.00

Total Units**1,200.00 1,200.00****Total this Phase \$2,432.50****Total this Invoice \$44,352.43**

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

February 09, 2024
Project No: T96-11040.00
Invoice No: 1031609

Invoice Total \$36,469.02

Project T96-11040.00 CKB-New Terminal Building
Attn: Shawn Long

Phase 411 Field Services

Professional Personnel

			Hours	Rate	Amount
Project Technician					
NUZUM, DANIEL	11/21/2023		8.00	80.00	640.00
Nuzum, DANIEL	11/30/2023		3.00	80.00	240.00
Nuzum, DANIEL	12/1/2023		1.00	80.00	80.00
NUZUM, DANIEL	12/19/2023		8.00	80.00	640.00
SMITH, JARED	12/22/2023		2.00	80.00	160.00
SMITH, JARED	12/26/2023		2.00	80.00	160.00
Totals			24.00		1,920.00
Ovt. Premium					47.49
Total Labor					1,967.49

Consultants

DIRECT BILLABLE OC CONSULTANTS

11/9/2023	CERTIFIED WELDING, LLC	2,208.00
11/17/2023	CERTIFIED WELDING, LLC	3,404.00
11/30/2023	CERTIFIED WELDING, LLC	3,680.00
11/30/2023	PRIME NDT SERVICES INC	3,113.05
12/8/2023	CERTIFIED WELDING, LLC	3,680.00
12/8/2023	CERTIFIED WELDING, LLC	2,944.00
12/21/2023	CERTIFIED WELDING, LLC	3,680.00
12/21/2023	PRIME NDT SERVICES INC	2,155.10
12/31/2023	CERTIFIED WELDING, LLC	736.00
12/31/2023	CERTIFIED WELDING, LLC	736.00
12/31/2023	CERTIFIED WELDING, LLC	736.00
1/24/2024	CERTIFIED WELDING, LLC	1,472.00

1/24/2024	PRIME NDT SERVICES INC	2,845.10	
1/31/2024	CERTIFIED WELDING, LLC	736.00	
	Total Consultants	32,125.25	32,125.25

Unit Billing

BILLABLE CONST SVC COMPANY CAR

11/21/2023		7.0 MILES @ 0.625	4.38	
11/27/2023		7.0 MILES @ 0.625	4.38	
11/28/2023		7.0 MILES @ 0.625	4.38	
11/30/2023		7.0 MILES @ 0.625	4.38	
12/1/2023		7.0 MILES @ 0.625	4.38	
12/19/2023		7.0 MILES @ 0.625	4.38	
Standard Equipment				
12/1/2023	11/21/23; 11/30/23; 12/1/23	3.0 Days @ 30.00	90.00	
	Total Units		116.28	116.28
Total this Phase				\$34,209.02

Phase 412 Laboratory Services

Unit Billing

CONCRETE CYLINDERS

11/30/2023	11/27/23; 11/30/23	12.0 CYLINDERS @ 20.00	240.00	
	Total Units		240.00	240.00
Total this Phase				\$240.00

Phase 901 Project Management

Professional Personnel

		Hours	Rate	Amount	
Project Manager					
JONES, NICOLE	11/6/2023	1.50	150.00	225.00	
JONES, NICOLE	11/7/2023	.50	150.00	75.00	
JONES, NICOLE	11/13/2023	.50	150.00	75.00	
JONES, NICOLE	11/14/2023	.50	150.00	75.00	
Jones, NICOLE	11/27/2023	1.00	150.00	150.00	
Jones, NICOLE	11/28/2023	1.00	150.00	150.00	
Jones, NICOLE	11/29/2023	1.00	150.00	150.00	
Jones, NICOLE	12/1/2023	1.00	150.00	150.00	
JONES, NICOLE	12/4/2023	.50	150.00	75.00	
JONES, NICOLE	12/11/2023	1.50	150.00	225.00	
JONES, NICOLE	1/2/2024	.50	150.00	75.00	
JONES, NICOLE	1/8/2024	1.00	150.00	150.00	
JONES, NICOLE	1/12/2024	1.50	150.00	225.00	
Construction Manager					
Howdershelt, BRANDON	11/30/2023	2.00	110.00	220.00	
	Totals	14.00		2,020.00	
	Total Labor				2,020.00
Total this Phase					\$2,020.00
Total this Invoice					<u>\$36,469.02</u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

March 14, 2024
Project No: T96-11040.00
Invoice No: 1032009

Invoice Total \$7,770.00

Project T96-11040.00 CKB-New Terminal Building
Attn: Shawn Long

Phase 411 Field Services
Professional Personnel

		Hours	Rate	Amount
Project Technician				
TALLMAN, CHRISTIAN	2/2/2024	8.00	80.00	640.00
Senior Architect				
GUSTAFSON, LEE	2/9/2024	3.00	235.00	705.00
GUSTAFSON, LEE	2/12/2024	1.50	235.00	352.50
GUSTAFSON, LEE	2/13/2024	3.00	235.00	705.00
GUSTAFSON, LEE	2/16/2024	4.00	235.00	940.00
GUSTAFSON, LEE	2/19/2024	5.00	235.00	1,175.00
GUSTAFSON, LEE	2/20/2024	2.00	235.00	470.00
GUSTAFSON, LEE	2/21/2024	2.00	235.00	470.00
GUSTAFSON, LEE	2/22/2024	2.00	235.00	470.00
GUSTAFSON, LEE	2/26/2024	4.50	235.00	1,057.50
Laboratory Manager				
WATSON, MATTHEW	2/9/2024	1.00	110.00	110.00
Totals		36.00		7,095.00

Total Labor 7,095.00

Total this Phase \$7,095.00

Phase 901 Project Management
Professional Personnel

		Hours	Rate	Amount
Project Manager				
JONES, NICOLE	2/2/2024	1.00	150.00	150.00
JONES, NICOLE	2/19/2024	1.00	150.00	150.00
JONES, NICOLE	2/26/2024	2.50	150.00	375.00
Totals		4.50		675.00

Total Labor 675.00

Total this Phase **\$675.00**

Total this Invoice **\$7,770.00**

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

April 15, 2024
Project No: T96-11040.00
Invoice No: 1032409

Invoice Total \$7,962.85

Project T96-11040.00 CKB-New Terminal Building
Attn: Shawn Long

Phase 411 Field Services

Professional Personnel

		Hours	Rate	Amount
Senior Architect				
GUSTAFSON, LEE	3/5/2024	1.00	235.00	235.00
GUSTAFSON, LEE	3/6/2024	4.00	235.00	940.00
GUSTAFSON, LEE	3/7/2024	2.50	235.00	587.50
GUSTAFSON, LEE	3/14/2024	1.00	235.00	235.00
GUSTAFSON, LEE	3/18/2024	4.00	235.00	940.00
GUSTAFSON, LEE	3/19/2024	3.00	235.00	705.00
GUSTAFSON, LEE	3/20/2024	6.00	235.00	1,410.00
GUSTAFSON, LEE	3/22/2024	2.00	235.00	470.00
GUSTAFSON, LEE	3/26/2024	5.00	235.00	1,175.00
Totals		28.50		6,697.50

Total Labor 6,697.50

Reimbursable Expenses

DIRECT BILLABLE PROJECT SUPPLIES

3/19/2024 ACUREN INSPECTION, INC. UT testing welds 1,265.35

Total Reimbursables 1,265.35 1,265.35

Total this Phase \$7,962.85

Total this Invoice \$7,962.85

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

July 10, 2024
Project No: T80-11226.00
Invoice No: 1033503

Invoice Total **\$1,782.50**

Project T80-11226.00 CKB - Terminal and Parking Exhibit

Phase 201 Preliminary Surveys

Professional Personnel

			Hours	Rate	Amount	
CADD Technician II						
IRVINE, CHRIS	5/8/2024		3.50	115.00	402.50	
IRVINE, CHRIS	5/9/2024		3.00	115.00	345.00	
IRVINE, CHRIS	5/21/2024		2.00	115.00	230.00	
IRVINE, CHRIS	5/22/2024		1.00	115.00	115.00	
IRVINE, CHRIS	6/12/2024		1.00	115.00	115.00	
IRVINE, CHRIS	6/13/2024		2.00	115.00	230.00	
IRVINE, CHRIS	6/14/2024		1.00	115.00	115.00	
IRVINE, CHRIS	6/17/2024		2.00	115.00	230.00	
Totals			15.50		1,782.50	
Total Labor						1,782.50
				Total this Phase		\$1,782.50
				Total this Invoice		<u>\$1,782.50</u>

Project Manager NICOLE JONES



The Thrasher Group Inc.
600 White Oaks Blvd
Bridgeport, WV 26330

Benedum Airport Authority
2000 Aviation Way
Bridgeport, WV 26330

May 28, 2024
Project No: T80-11024.00
Invoice No: 1032859

			Invoice Total	\$3,836.21
Project	T80-11024.00	Aerotech Marketing		
<i>Marketing Material for Available Property at Airport</i>				
Phase	001	Design		
Professional Personnel				3,836.21
			Total this Phase	\$3,836.21
			Total this Invoice	<u>\$3,836.21</u>

Project Manager NICOLE JONES



OFFICE OF
CITY MANAGER

CITY OF CLARKSBURG

WEST VIRGINIA

September 19, 2025

Harrison County Commission
229 South Third Street
Clarksburg, WV 26301

Subject: Funding Request for Clarksburg City Park Splash Pad Project

Dear Honorable Commissioners:

The City of Clarksburg is pleased to request a funding contribution of \$150,000 to support the construction of a splash pad at Clarksburg City Park, scheduled to begin in spring 2026. Splash pads are proven to provide significant benefits for communities, promoting physical health, social engagement, and economic vitality. Studies show that water-based recreational facilities increase physical activity among children and families, reducing risks of childhood obesity and encouraging healthy lifestyles. Community splash pads also serve as safe, accessible gathering spaces that strengthen social bonds, provide opportunities for intergenerational interaction, and host community events that foster civic pride.

In addition to health and social benefits, splash pads can positively impact the local economy. They attract families and visitors to nearby businesses, increase park usage, and enhance property values in surrounding neighborhoods. Research indicates that parks with modern amenities, including splash pads, see a measurable rise in community engagement, with more frequent visits by residents and higher participation in outdoor activities. A splash pad in Clarksburg City Park will provide children, families, and residents of all ages a vibrant, inclusive space to connect with nature, enjoy outdoor recreation, and participate in community life, while contributing to the overall revitalization of the downtown area.

The requested contribution of \$150,000 from Harrison County will be instrumental in bringing this project to fruition, ensuring that it is completed efficiently and safely, and delivers lasting, measurable benefits to the residents of Clarksburg and Harrison County. We greatly appreciate your consideration and

Harrison County Commission
September 19, 2025
Page 2

your continued support of initiatives that enhance community health, engagement, and quality of life. Thank you for your support of this important project and for helping us create a vibrant space for families and the community to enjoy.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tiffany Fell", with a stylized flourish at the end.

Tiffany Fell, City Manager

County Commission of Harrison County, West Virginia**ORDER
Courthouse Security Personnel
Operational Control and Supervisor – Funding Responsibility**

Whereas, per statute, in particular §7-7-7, as interpreted by the Supreme Court of West Virginia, a County Commission is a joint employer with other constitutional officials for employees of the County; and,

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

Whereas, said Levy has been approved by the voters of Harrison County through the fiscal year ending June 30, 2022; and,

Whereas, the Harrison County Commission will utilize revenue from the Levy, and supplemental appropriations if necessary, to provide funding for courthouse security personnel; and,

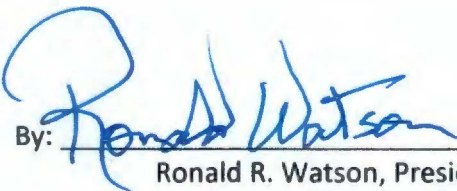
Whereas, it is the desire and intent of the Harrison County Commission to maintain control and responsibility of any and all funding sources for courthouse security personnel; and,

Whereas, the Harrison County Commission does hereby charge and delegate operational control and supervision of all courthouse security personnel to the Harrison County Sheriff and his/her designated Chief of Courthouse Security; and,

Whereas, the Harrison County Sheriff is in agreement and concurs with this Order;

Now, therefore be it 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 appropriate officials and staff.

Order is hereby approved and entered this the 24th day of May, 2017.

By: 
Ronald R. Watson, President

Attest:


Susan J. Thomas, Clerk of the County Commission

**A RESOLUTION AUTHORIZING THE APPLICATION
TO THE STATE OF WEST VIRGINIA FOR GRANT FUNDS UNDER THE LAND AND
WATER CONSERVATION FUND, TO ERECT LIGHTING AT THE SUMMIT PARK
SOFTBALL/BASEBALL PARK; ADOPTING ALL UNDERSTANDINGS AND
ASSURANCES CONTAINED IN THE GRANT DOCUMENTS; APPOINTING THE
PRESIDENT OF THE HARRISON COUNTY COMMISSION TO ADMINISTER SAID
PROGRAM**

WHEREAS, the Harrison County Commission recognizes the need for lighting on the Summit Park Softball/Baseball field and wishes to participate in the Land and Water Conservation Fund; and

WHEREAS, the completion of the lighting within Summit Park ballfield will allow more effective use of the facilities within the park by providing the means for more citizens to utilize the park at times other than daylight hours; and

WHEREAS, by the terms and provisions of said program, it is necessary for the Harrison County Commission to adopt an official resolution authorizing the application to the State of West Virginia for the Land and Water Conservation Fund and commit matching funds; 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, and agrees to abide by all rules and regulations pertaining to the Land and Water Conservation Fund Program, and to operate and maintain the proposed facility for public use under the requirements of the Land and Water Conservation Fund, should this project receive Federal assistance, 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 application to the State of West Virginia for the Land and Water Conservation Fund Program in the amount not to exceed \$250,000 and commits 50% match to the project, and
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 Land and Water Conservation Fund Program, including providing necessary additional information to the State government.

PASSED by the Harrison County Commission on this the 15th day of October 2025.

**Susan Thomas, President
Harrison County Commission**

ATTEST:

John Spires, County Clerk

Harrison County Commission

Request to Attend Meeting

Name Kristian Wentz

Department 911

Destination West Virginia Northern Community College - New Martinsville Campus

Travel Dates December 1, 2025

Reason Class - APCO Active Shooter Incidents for Public Safety Communications

<u>Total Estimated Cost</u>		\$ 140.00
Transportation		\$ \$0.00
Air	\$0.00	
Private Vehicle:		
Mileage	0 X .70	\$ 0.00
Rental Car		\$0.00
Lodging		\$ 0.00
Registration		\$ 140.00
Meals (Estimated)		\$ 0.00
Incidentals		\$ 0.00

Employee Signature:  Date: 10/3/25

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

County Commission Action

Authorized travel within the approved budget by
and for other constitutional offices does not
require County Commission approval

() Approve () Disapprove

Date: _____

Harrison County Commission

Request to Attend Meeting

Name Trevor Vance

Department 911

Destination West Virginia Northern Community College, Wheeling Campus

Travel Dates December 2, 2025

Reason Class - APCO Customer Service in Today's Public Safety Communications

<u>Total Estimated Cost</u>		\$ 140.00
Transportation		\$ 0.00
Air	\$ 0.00	
Private Vehicle:		
Mileage	0 x .70	\$ 0.00
Rental Car	\$ 0.00	
Lodging		\$ 0.00
Registration		\$ 140.00
Meals (Estimated)		\$ 0.00
Incidentals		\$ 0.00

Employee Signature: _____

Date: 09/10/2025

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: _____

Harrison County Commission

Request to Attend Meeting

Name Jade Haggerty

Department 911

Destination West Virginia Northern Community College, Wheeling Campus

Travel Dates December 2, 2025

Reason Class - APCO Customer Service in Today's Public Safety Communications

<u>Total Estimated Cost</u>		<u>\$ 140.00</u>
Transportation		<u>\$ \$0.00</u>
Air	<u>\$ 0.00</u>	
Private Vehicle:		
Mileage	<u>0</u> x .70	<u>\$ 0.00</u>
Rental Car	<u>\$ 0.00</u>	
Lodging		<u>\$ 0.00</u>
Registration		<u>\$ 140.00</u>
Meals (Estimated)		<u>\$ 0.00</u>
Incidentals		<u>\$ 0.00</u>

Employee Signature: Jade Haggerty Date: 9/11/25

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: _____

Harrison County Commission

Request to Attend Meeting

Name Bryce Delgado

Department 911

Destination West Virginia Northern Community College, Wheeling Campus

Travel Dates December 2, 2025

Reason Class - APCO Customer Service in Today's Public Safety Communications

<u>Total Estimated Cost</u>		<u>\$ 140.00</u>
Transportation		<u>\$ \$0.00</u>
Air	<u>\$ 0.00</u>	
Private Vehicle:		
Mileage	<u>0</u> x .70	<u>\$ 0.00</u>
Rental Car		<u>\$ 0.00</u>
Lodging		<u>\$ 0.00</u>
Registration		<u>\$ 140.00</u>
Meals (Estimated)		<u>\$ 0.00</u>
Incidentals		<u>\$ 0.00</u>

Employee Signature:  Date: 9/03/25

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: _____

Harrison County Commission

Request to Attend Meeting

Name Matt Gump

Department 911

Destination West Virginia Northern Community College, Wheeling Campus

Travel Dates December 2, 2025

Reason Class - APCO Customer Service in Today's Public Safety Communications

<u>Total Estimated Cost</u>		\$ 140.00
Transportation		\$ \$0.00
Air	\$ 0.00	
Private Vehicle:		
Mileage	0 X .70	\$ 0.00
Rental Car		\$ 0.00
Lodging		\$ 0.00
Registration		\$ 140.00
Meals (Estimated)		\$ 0.00
Incidentals		\$ 0.00

Employee Signature:  Date: 9-4-25

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: _____

Harrison County Commission

Request to Attend Meeting

Name Bianca Jamen
 Department 911
 Destination West Virginia Northern Community College, Wheeling Campus
 Travel Dates December 2, 2025
 Reason

Class - APCO Customer Service in Today's Public Safety Communications

<u>Total Estimated Cost</u>		<u>\$ 140.00</u>
Transportation		<u>\$ \$0.00</u>
Air	<u>\$ 0.00</u>	
Private Vehicle:		
Mileage <u>0</u> x .70	<u>\$ 0.00</u>	
Rental Car	<u>\$ 0.00</u>	
Lodging		<u>\$ 0.00</u>
Registration		<u>\$ 140.00</u>
Meals (Estimated)		<u>\$ 0.00</u>
Incidentals		<u>\$ 0.00</u>

Employee Signature:  Date: 20250905

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: _____

Harrison County Commission

Request to Attend Meeting

Name Brandon Delaney

Department 911

Destination West Virginia Northern Community College, Wheeling Campus

Travel Dates December 2, 2025

Reason Class - APCO Customer Service in Today's Public Safety Communications

<u>Total Estimated Cost</u>	\$ 140.00
Transportation	\$ \$0.00
Air	\$ 0.00
Private Vehicle:	
Mileage <u>0</u> x .70	\$ 0.00
Rental Car	\$ 0.00
Lodging	\$ 0.00
Registration	\$ 140.00
Meals (Estimated)	\$ 0.00
Incidentals	\$ 0.00

Employee Signature: B Delaney Date: 9/1/25

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: _____

Harrison County Commission

Request to Attend Meeting

Name Tabitha Robey

Department 911

Destination West Virginia Northern Community College, Wheeling Campus

Travel Dates December 2, 2025

Reason Class - APCO Customer Service in Today's Public Safety Communications

<u>Total Estimated Cost</u>		<u>\$ 140.00</u>
Transportation		<u>\$ \$0.00</u>
Air	<u>\$ 0.00</u>	
Private Vehicle:		
Mileage <u>0</u> X .70	<u>\$ 0.00</u>	
Rental Car	<u>\$ 0.00</u>	
Lodging		<u>\$ 0.00</u>
Registration		<u>\$ 140.00</u>
Meals (Estimated)		<u>\$ 0.00</u>
Incidentals		<u>\$ 0.00</u>

Employee Signature: Tabitha Robey Date: 12-3-25

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: _____

Harrison County Commission

Request to Attend Meeting

Name McKenzie Kovar

Department 911

Destination West Virginia Northern Community College, Wheeling Campus

Travel Dates December 2, 2025

Reason

Class - APCO Customer Service in Today's Public Safety Communications

<u>Total Estimated Cost</u>		<u>\$ 140.00</u>
Transportation		<u>\$ \$0.00</u>
Air	<u>\$ 0.00</u>	
Private Vehicle:		
Mileage <u>0</u> X .70	<u>\$ 0.00</u>	
Rental Car	<u>\$ 0.00</u>	
Lodging		<u>\$ 0.00</u>
Registration		<u>\$ 140.00</u>
Meals (Estimated)		<u>\$ 0.00</u>
Incidentals		<u>\$ 0.00</u>

Employee Signature:  Date: 10-3-25

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

County Commission Action

Authorized travel within the approved budget by
and for other constitutional offices does not
require County Commission approval

() Approve () Disapprove

Date: _____

Harrison County Commission

Request to Attend Meeting

Name Carrie Watkins

Department 911

Destination West Virginia Northern Community College, Wheeling Campus

Travel Dates December 2, 2025

Reason Class - APCO Customer Service in Today's Public Safety Communications

<u>Total Estimated Cost</u>		\$ 140.00
Transportation		\$ \$0.00
Air	\$ 0.00	
Private Vehicle:		
Mileage	0 X .70	\$ 0.00
Rental Car	\$ 0.00	
Lodging		\$ 0.00
Registration		\$ 140.00
Meals (Estimated)		\$ 0.00
Incidentals		\$ 0.00

Employee Signature: _____

Date: 10/3/25

Approving Authority: _____ Date: _____

(County Commission or Constitutional Official)

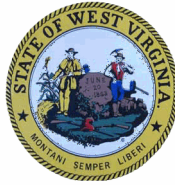
County Commission Action

() Approve () Disapprove

Authorized travel within the approved budget by
and for other constitutional offices does not
require County Commission approval

Date: _____

State of West Virginia



County of Harrison, ss:

Clerk's Fiduciary Report

Estate from Wednesday, September 24, 2025, through Tuesday, October 7, 2025

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 him during the vacation of the Commission, and it appearing to the Commission that all of the proceedings had therefore ordered that the said report and matters thereto contained be and the same is hereby ratified and confirmed. Said report is in words and figures as follows, to-wit:

On, Wednesday, September 24, 2025, 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, **ROSCOE WORKMAN** was appointed and qualified as ADMINISTRATOR of the estate of **ROBERT GRAHAM TAYLOR**, deceased. Bond was 250,000.00.

On, Thursday, September 25, 2025, the following matters were disposed of in the presence of the Clerk:

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

RICHARD MICHAEL SPROUT, who was named in the last will and testament of **JOSEPH CLYDE QUEEN**, deceased, as EXECUTOR thereof, qualified as such. No bond was required.

On, Friday, September 26, 2025, the following matters were disposed of in the presence of the Clerk:

A duly certified copy of the last will and testament of **ROBERT T KOON SR**, deceased, late a resident of HANCOCK, WEST VIRGINIA, was admitted to record.

On, Monday, September 29, 2025, the following matters were disposed of in the presence of the Clerk:

The said estate of **PEGGY ANN KNOTTS**, deceased was referred to **ROBERT PEVLER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **L DIANA SHANHOLTZ** was appointed and qualified as ADMINISTRATRIX of the estate of **JOHN G MILLER**, deceased. Bond was 20,000.00.

On, Tuesday, September 30, 2025, the following matters were disposed of in the presence of the Clerk:

The said estate of **JOHN E LOWTHER**, deceased was referred to **ROBERT PEVLER**, a FIDUCIARY COMMISSIONER for the Harrison County, for settlement thereof.

A duly certified copy of the last will and testament of **RUTH ANNE FRUSH**, deceased, late a resident of CABELL, WEST VIRGINIA, was admitted to record.

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

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **SAVANNAH MERRITT** was appointed and qualified as ADMINISTRATOR of the estate of **DREMA DARLENE MERRITT**, deceased. Bond was 10,000.00.

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

On, Wednesday, October 1, 2025, 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, **SAVANNAH MERRITT** was appointed and qualified as ADMINISTRATOR of the estate of **BRIAN CLEO MERRITT**, deceased. Bond was 10,000.00.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **GLORIA HIGGINS** was appointed and qualified as ADMINISTRATRIX of the estate of **DONALD DEWAYNE HIGGINS**, deceased. No bond was required.

On, Thursday, October 2, 2025, 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, **JAQUAN HOUSTON** was appointed and qualified as EXECUTOR of the estate of **FRANK HOUSTON**, deceased. Bond was 10,000.00.

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

BETH VOTAW ROHRIG, who was named in the last will and testament of **ANN BRADLEY VOTAW**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

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

DEBRA HAWKINBERRY, who was named in the last will and testament of **JAMES MICHAEL HAWKINBERRY**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **AMANDA CULBERSON** was appointed and qualified as ADMINISTRATOR of the estate of **DAPHNE RENE LAMB**, deceased. No bond was required.

On, Friday, October 3, 2025, the following matters were disposed of in the presence of the Clerk:

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

ELEANOR NESTER, who was named in the last will and testament of **JOHN GARY PRICE**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **SCARLETT ANN BISHOP** was appointed and qualified as ADMINISTRATOR of the estate of **ROBERT LEE PRATT**, deceased. Bond was 25,001.00.

A duly exemplified copy of the last will and testament of **JAMES E BELL**, deceased, late a resident of BERNALILLO, NEW MEXICO, was admitted to record.

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

On, Monday, October 6, 2025, the following matters were disposed of in the presence of the Clerk:

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

ANN CARTER MOIST, who was named in the last will and testament of **RONALD F MOIST III**, deceased, as ANCILLARY ADMINISTRATOR thereof, qualified as such. No bond was required.

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

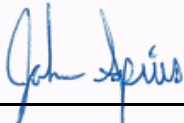
DEBRA KAY FLANIGAN, who was named in the last will and testament of **RONALD CORNELIUS FLANIGAN**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.

More than 31 days since the date of death or the surviving spouse or heir, upon a motion, **TIMOTHY J DAVISSON** was appointed and qualified as ANCILLARY ADMINISTRATOR of the estate of **NORA GRIFFIN DAVISSON**, deceased. No bond was required.

On, Tuesday, October 7, 2025, the following matters were disposed of in the presence of the Clerk:

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

ANGELA M WERTHEIM, who was named in the last will and testament of **KASEY EMMETT WERTHEIM**, deceased, as EXECUTRIX thereof, qualified as such. No bond was required.



John R Spires
Clerk of the Harrison County Commission

Wednesday, October 15, 2025

Confirmed

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

AMY LEAH HONCE,
EXECUTRIX OF THE ESTATE

REPORT OF CLAIMS
AND
WAIVER OF FINAL SETTLEMENT

OF

///

JAMES FRANCIS HONCE, JR.,
DECEASED

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

The Report of Norman T. Farley, Fiduciary Commissioner for Harrison County, West Virginia, and Waiver of Final Settlement of the **Estate of James Francis Honce, Jr.**, deceased.

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

That this estate was originally closed by this Commission on May 7, 2025; however, this estate was reopened on May 30, 2025, to sell and distribute certain assets of the estate and said Executrix duly qualified as personal representative of the estate; that this estate was referred to Norman T. Farley, Fiduciary Commissioner, on **June 5, 2025**; and the Amended Appraisement of said estate was recorded in the Office of the Clerk of this Commission; and,

That notice having been previously given to the creditors and beneficiaries of the estate as to the date upon which proofs of claim were to be received against said estate, no additional notice thereof was required; and,

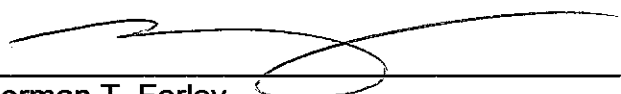
That there were no contingent or unliquidated claims or claims not matured against said estate, and that no necessity exists to reserve any funds in the hands of the personal representative to meet the same; and,

That said personal representative submitted the attached Affidavit and Waiver Of Final Settlement duly executed by the personal representative and all heirs, beneficiaries, and distributees of the **Estate of James Francis Honce, Jr., deceased**, as provided in Chapter 44, Article 2, Section 29 of the West Virginia Code, as amended; and

Your Commissioner further reports that the name of the personal representative was included in a list of all fiduciaries whose accounts were then before him for settlement, which list was prepared by him and caused by him to be published once a week for two successive weeks, as required by law, said publication having been made on the **9th and 16th days of September, 2025**, in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, and upon completion of said publication, your Commissioner proceeded to make this final Report for the settlement of the accounts of said personal representative.

This Report and attached Affidavit and Waiver of Final Settlement, filed herewith and expressly made a part hereof, may be filed as the final report of **Amy Leah Honce, Executrix of the Estate of James Francis Honce, Jr., deceased**.

GIVEN under my hand this 23rd day of September, 2025.



Norman T. Farley
Fiduciary Commissioner
Harrison County, West Virginia

United States of America

State of West Virginia



County of Harrison, ss:

Affidavit and Waiver of Final Settlement

LAMY LEAH HONCE, personal representative(s) in the estate of JAMES FRANCIS HONCE JR after being first duly sworn do aver and state as follows:

1. A release of lien, if required by West Virginia Code 11-1-1, has been filed with the County;
2. More than 60 days have elapsed since the filing of any notice required by West Virginia Code 44-1-14(a);
3. The time for filing of claims against the estate has expired;
4. No known unpaid claims exist against the estate;
5. All beneficiaries of the estate have each been advised of the share or shares to which each is entitled from the estate.

AMY LEAH HONCE
EXECUTRIX

J Leah Honce, Exec (L.S.)

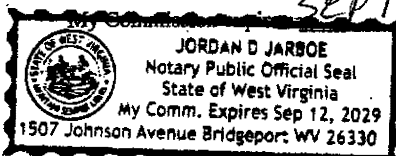
STATE OF

West Virginia

COUNTY OF

Harrison

The foregoing instrument was acknowledged before me this 5th day of August, 2025



Jordan Jarboe
Notary Public

JAMES F HONCE JR TESTAMENTARY TRUST
BENEFICIARY

J F Honce, Trustee (L.S.)

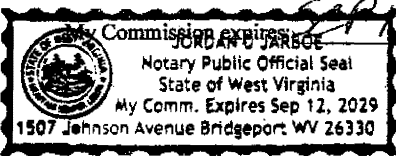
STATE OF

West Virginia

COUNTY OF

Harrison

The foregoing instrument was acknowledged before me this 5th day of August, 2025



Jordan Jarboe
Notary Public

ELIZABETH ANN HONCE
SISTER

Elizabeth Honce (L.S.)

STATE OF NEW MEXICO

COUNTY OF BERNALILLO

The foregoing instrument was acknowledged before me this 30th day of JULY, 2025.

My Commission expires: August 20, 2028

Dylan Lee Eddy

Notary Public



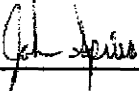
STATE OF NEW MEXICO
NOTARY PUBLIC
Dylan Lee Eddy
Commission No. 2004033
Expires: August 20, 2028

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

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

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

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



John R Spires
Clerk of the Harrison County Commission

By _____

Micah Fisher
Deputy Clerk

Estate: 12322

Settle Affidavit and Final Single

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

**RICHARD ALAN ALDERMAN,
EXECUTOR OF THE ESTATE**

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

OF **///**

**DENVER DOYLE ALDERMAN,
DECEASED**

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

The Report of Norman T. Farley, Fiduciary Commissioner for Harrison County, West Virginia, and Waiver of Final Settlement of the **Estate of Denver Doyle Alderman**, deceased.

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

That this estate was referred to Norman T. Farley, Fiduciary Commissioner, on **April 24, 2025**; that your Commissioner approved the appraisement of said estate and caused the same to be recorded in the Office of this Commission; and a copy was forwarded to the Tax Commissioner for West Virginia; and,

That pursuant to Article 2, Chapter 44 of the West Virginia Code, as amended, the **3rd day of August, 2025**, was appointed by the County Commission as the day to receive on or before that date proofs of claim against said estate at your Commissioner's law office located at 917 W. Main Street, Bridgeport, West Virginia 26330, and notice was given thereof to the creditors and beneficiaries of the estate by publishing notice in the manner and form prescribed by law in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, once each week for two successive weeks, said publication having been made on the **4th and 11th days of June, 2025**; and,

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

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

Your Commissioner further reports that the name of the personal representative was included in a list of all fiduciaries whose accounts were then before him for settlement, which list was prepared by him and caused by him to be published once a week for two successive weeks, as required by law, said publication having been made on the **9th and 16th days of September, 2025**, in the Clarksburg Exponent-Telegram, a newspaper published and of general circulation in Harrison County, West Virginia, and upon completion of said publication, your Commissioner proceeded to make this final Report for the settlement of the accounts of said personal representative.

This Report and attached Affidavit and Waiver of Final Settlement, filed herewith and expressly made a part hereof, may be filed as the final report of **Richard Alan Alderman, Executor of the Estate of Denver Doyle Alderman, deceased**.

GIVEN under my hand this 23rd day of September, 2025.



Norman T. Farley
Fiduciary Commissioner
Harrison County, West Virginia

United States of America

State of West Virginia



County of Harrison, ss:

Affidavit and Waiver of Final Settlement

I, RICHARD ALAN ALDERMAN, personal representative(s) in the estate of DENVER DOYLE ALDERMAN after being first duly sworn do aver and state as follows:

1. A release of lien, if required by West Virginia Code 11-1-1, has been filed with the County;
2. More than 60 days have elapsed since the filing of any notice required by West Virginia Code 44-1-14(a);
3. The time for filing of claims against the estate has expired;
4. No known unpaid claims exist against the estate;
5. All beneficiaries of the estate have each been advised of the share or shares to which each is entitled from the estate.

RICHARD ALAN ALDERMAN
ADMINISTRATOR

Richard Alan Alderman (L.S.)

STATE OF West Virginia

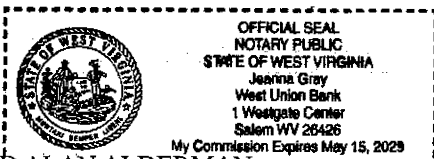
COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 22nd day of August, 2025.

My Commission expires: 5-15-29

Jeanna Gray

Notary Public



RICHARD ALAN ALDERMAN
SON

Richard Alan Alderman (L.S.)

STATE OF West Virginia

COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 22nd day of August, 2025.

My Commission expires: 5-15-29

Jeanna Gray

Notary Public



PHILIP ALDERMAN
SON

Philip Alderman (L.S.)

STATE OF Arkansas

COUNTY OF Madison

The foregoing instrument was acknowledged before me this 16th day of August, 2025.

My Commission expires: 02-26-2035

Mason Roach

Notary Public

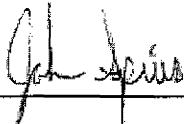


Please note for dates of death July 13, 2001 or after, any heirs who are to received a bequest of cash or personal property are not required to sign.

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

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

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



John R Spires
Clerk of the Harrison County Commission

By _____

Betty Cochran
Deputy Clerk

IN THE COUNTY COMMISSION OF HARRISON COUNTY, WEST VIRGINIA

SAUNDRA MADIA and SUZANNE SHAFFER, CO-EXECUTRIXES OF THE
LAST WILL AND TESTAMENT

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

DELORIS KAY GORGONIO, DECEASED

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

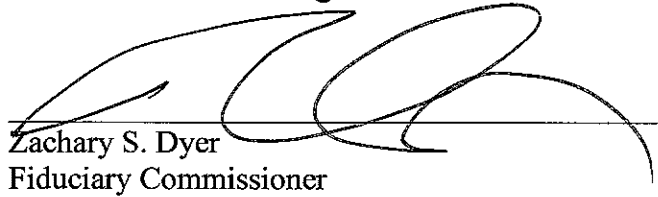
In compliance with West Virginia Code §44-2-29, as amended, a Waiver of Final Settlement was filed by the Executor of the above-referenced estate, which said Waiver was executed by all beneficiaries of said estate, whereupon your Commissioner proceeded to prepare this Report with the Waiver of Final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

Your Commissioner certifies that this estate was referred to him on the 18th day of March 2025 and that subsequent to said date, the Clerk of the County Commission of Harrison County, West Virginia did appoint the 6th day of July 2025 as the time and place for the presentation of claims against this estate; that said Clerk's office gave notice thereof to the creditors and beneficiaries of this estate by publication The Exponent-Telegram on the 7th and 14th days of May 2025, the time so fixed being according to law; and that at the end of business hours on the 6th day of July 2025, the claims period was formally closed, at which time no proofs of claim had been timely filed with said Clerk's office or with your Commissioner against this estate.

Your Commissioner certifies that the names of Sandra Madia and Suzanne Shaffer, Co-Executrixes of the estate of Anita Concetta Lopez, deceased, was included in a list of fiduciaries whose accounts were before your Commissioner for settlement, and said list was published once a week for two successive weeks on the 8th and 15th days of August 2025 in The Exponent-Telegram as required by West Virginia Code §44-4-9, as amended.

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

Given under my hand this 26th day of August 2025.



Zachary S. Dyer
Fiduciary Commissioner

United States of America

State of West Virginia



County of Harrison, ss:

Affidavit and Waiver of Final Settlement

I, SAUNDRA MADIA, SUZANNE SHAFFER, personal representative(s) in the estate of DELORIS KAY GORGONIO after being first duly sworn do aver and state as follows:

1. A release of lien, if required by West Virginia Code 11-1-1, has been filed with the County;
2. More than 60 days have elapsed since the filing of any notice required by West Virginia Code 44-1-14(a);
3. The time for filing of claims against the estate has expired;
4. No known unpaid claims exist against the estate;
5. All beneficiaries of the estate have each been advised of the share or shares to which each is entitled from the estate.

SAUNDRA MADIA
CO EXECUTRIX

Saundra Madia

(L.S.)

STATE OF West Virginia

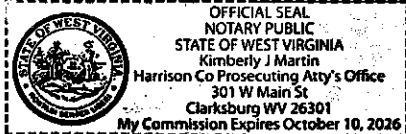
COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 4th day of August, 2025

My Commission expires:

October 10, 2026

Kimberly J. Martin



Notary Public

SUZANNE SHAFFER
CO EXECUTRIX

Suzanne C. Shaffer

(L.S.)

STATE OF West Virginia

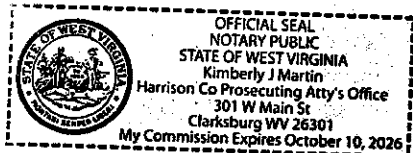
COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 4th day of August, 2025

My Commission expires:

October 10, 2026

Kimberly J. Martin



Notary Public

SAUNDRA MADIA
DAUGHTER

Saundra Madia

(L.S.)

STATE OF West Virginia

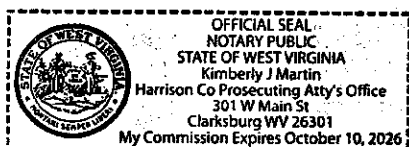
COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 4th day of August, 2025

My Commission expires:

October 10, 2026

Kimberly J. Martin



Notary Public

SUZANNE SHAFFER
DAUGHTER

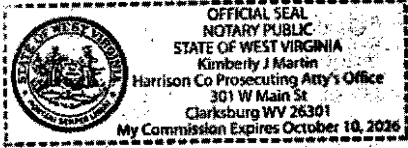
Suzanne C Shaffer (L.S.)

STATE OF West Virginia

COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 4th day of August, 2025

My Commission expires: October 10, 2025 Kimberly J. Martin



Notary Public

JOSEPH GORGONIO
SON

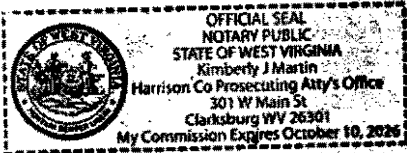
Joe Gorgonio (L.S.)

STATE OF West Virginia

COUNTY OF Harrison

The foregoing instrument was acknowledged before me this 4th day of August, 2025

My Commission expires: October 10, 2025 Kimberly J. Martin



Notary Public

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

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

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

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

John R Spires

John R Spires
Clerk of the Harrison County Commission

By _____

Micah Fisher
Deputy Clerk

**Enlarged Hepzibah Public Service District
Regular Board Meeting**

**Monday
October 13, 2025
11:00 AM**

AGENDA

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

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

**PLEASE NOTE THAT THE TIME OF THIS
MEETING HAS BEEN MOVED UP FROM
THE USUAL TIME OF 4:30 PM TO 11:00 AM**

**Sun Valley Public Service District
Regular Board Meeting**

**Tuesday
October 14, 2025
3:30 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 9th Payment Request for Phase III-B Sewer Collection System Upgrades Project
6. Public Comments
7. Adjournment