

## Upshur County Commission Meeting Agenda

Agenda packets are available electronically at [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php) or by request to the Upshur County Commission Office at 304-472-0535.

Location: Upshur County Courthouse Annex  
If you prefer to participate by telephone, please dial 1-408-650-3123 Access Code: 272 564 045 to enter the conference call.

Date of Meeting: May 9, 2024

9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• May 2, 2024

9:15 a.m. Open, review and potential award of contract for a Carpet Replacement Project at the Upshur County Public Library. \*

*Recess from 9:30 a.m. to 10:30 a.m.*

10:30 a.m. Kelsey Metz, Organizer of the local Foster Care Closet and Lori Ulderich Harvey on behalf of the Upshur County Family Resource Network - Presentation of Foster Care Awareness Proclamation. \* [Pages 4-5](#)

10:45 a.m. Beth Brown - regarding the Estate of Justin Riggs.

### **Items for Discussion / Action / Approval:**

1. Correspondence from Gene Edwards, Board President of the 26<sup>th</sup> Judicial Circuit ADC Foundation, requesting consideration for the appropriation of \$15,000 in Opioid Settlement Funds to assist participants in the Drug Court Program. \* [Pages 6-9](#)
2. Approval and signature of a Letter of Support for FirstEnergy as they seek grant funding through the Grid Resilience and Innovation Partnerships (GRIP) Program. \* [Page 10](#)
3. Review and signature of a Water System Improvement Project - Request for Payment #7 for the Mt. Hope Water System Improvement Project in the amount of \$113,116.28. \* [Pages 11-32](#)
4. Approval of Request to Appoint the Sheriff of Upshur County as the Administrator of the Estate of Edwin Junior Bennett, deceased. \* [Page 33](#)
5. Approve Invoices for Payment, Purchase Card Invoices for Payment, Budget Revisions / Financial Reports or Information, Correction of Erroneous Assessments, Exonerations/Refunds, Grant Updates / Requests for Reimbursements, Final Settlements, Vacation Orders, Consolidation of Land Tracts, Facility Maintenance Concerns or Updates, Road Name Requests, Project Reports / Updates, Request to Attend Meetings, Request for Day(s) Off.

### **For Your Information:**

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

1. Communication from the Motor Carrier Section of the West Virginia Public Service Commission Transportation Division stating that Buckhannon Towing, inc. is not presently in good standing with the West Virginia Public Service Commission as a for-hire towing company for the 2023-24 registration year, as required by *WV Code §24A-6-6 and 24-6-12*. This will result in an automatic removal from the rotation list, effective immediately. Page 34
2. Correspondence from Bennett Surveying announcing they will be performing a survey of property owned by Ellamore Volunteer Fire Department situated on Tax Map 9J, parcels 19 & 20 in Union District and requesting a copy of unrecorded documents to re-establish the boundary lines. This property shares a common boundary with property owned by the Upshur County Commission. Pages 35-36
3. An announcement from the Region VI Workforce Development Board stating that their 2024-2028 Local Business Plan is now available for review and public comment. The public comment period is open May 6<sup>th</sup>, through May 18<sup>th</sup>, 2024. Page 37
4. Correspondence from the Department of Homeland Security – Division of Corrections & Rehabilitation providing the WV Regional Jail and Correctional Facility monthly invoices for Upshur County for April, 2024. The invoice reflects 2,044 inmate days X \$65.38 per diem rate totaling \$133,636.72. The March 2024 invoice was \$132,982.92. This amount does not include credits and additional debits made during this period. Page 38
5. Adrian Public Service District Certification of Customers for Fiscal Year 2025. Page 39
6. Upshur County Building & Floodplain Permits for the period of April 1 – April 15, 2024. Pages 40-42
7. Upshur County E911 Communication Reports – April, 2024. Under separate cover
  - Monthly Department Summary Report
  - Monthly Wrecker Report
  - YTD Wrecker Report
8. Public Notices:
  - a) Newsletters and/or Event Notifications:
    - Rabies Vaccination Clinic May 25, 2024 Page 43
    - City Council of Buckhannon –
      - Notification of Meeting Schedule June-July 2024 Page 44
  - b) Agendas and/or Notice of Meetings:
    - Elkins Road Public Service District May 7, 2024 Page 45
    - Upshur County Safe Structures and Sites May 9, 2024 Page 46
    - City Council of Buckhannon – Special Session May 21, 2024 Page 47
  - c) Meeting Minutes:
    - Adrian Public Service District April 4, 2024 Pages 48-49

**\*Dates and times of monthly board meetings are viewable at:**  
[www.upshurcounty.org](http://www.upshurcounty.org) -- Upcoming events are listed on the main page.
9. Appointments Needed or Upcoming:
  - None

*\*\*\*If you are interested in serving on an Upshur County board, please submit your letter of interest to the Commission Office at 91 W. Main St., Suite 101, Buckhannon, WV 26201 or [chughes@upshurcounty.org](mailto:chughes@upshurcounty.org). Upcoming term expirations are listed in this section of the agenda; however, letters of interest can be submitted at any time. Letters of interest for boards that do not currently have a vacancy will be held until a vacancy occurs. Please note that submitting a letter of interest does not guarantee appointment. \*\*\**

Newsletters and/or Event Notifications, Agendas and/or Notices of Meetings, Meeting Minutes and Scheduled Meetings can all be found by visiting: [http://www.upshurcounty.org/agenda\\_and\\_minutes/index.php](http://www.upshurcounty.org/agenda_and_minutes/index.php)

Tabled Items

(Certain Items May Require Discussion, Action and/or Approval by the Commission)

None

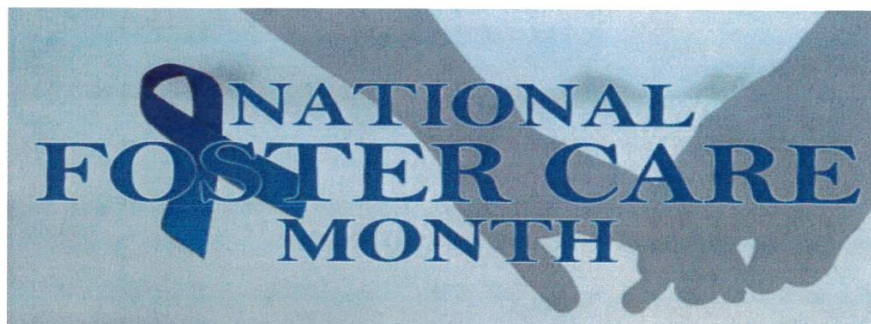
Next Regular Meeting of the Upshur County Commission

May 23, 2024 --- 9:00 a.m.

Upshur County Courthouse Annex

The meeting scheduled for May 16, 2024 has been CANCELLED.

The County Commission will begin Canvassing for the May 14<sup>th</sup> Primary Election on Monday, May 20, 2024 starting at 9:00 a.m. in the County Clerk area.



May is National Foster Care Awareness Month. As per the Children's Welfare Information Gateway, National Foster Care Month (NFCM) is an important opportunity to spread the word about the needs of the more than 391,000 children and young people in foster care of which over 100,000 of these children are waiting to be adopted. Each year, approximately 20,000 youth will age out of the foster care system when they turn 18 or 21, or when they finish high school (depending upon the state in which they live.) These children are at increased risk of poor educational outcomes, experiencing homelessness, and being unemployed.

In West Virginia, officially, there are more than 6,000 children in foster care. This number does not include children being cared for informally ("not in the system") by family members, grandparents, etc. With these statistics, West Virginia is currently the number one state in the nation with the highest rate of foster care. Per West Virginia Center on Budget and Policy, West Virginia places the most children in foster care of any state in the country, with four times as many children in foster care per capita as the United States as a whole. West Virginia's rate of 13 children in foster care per 1,000 children is nearly double that of the next highest state, Alaska, at 7.4 per 1,000 children. In West Virginia the need for more foster families is critical as there are not enough.

Children and youth enter foster care because they have been abused, neglected, or abandoned by their parents or guardians. A very high majority of these children have experienced loss and some form of trauma. Foster children, however, are no different from children who are not in foster care: they are learning and growing; like to play and hang out with friends their

age; and need the love and stability a permanent home provides. There is a great misunderstanding that these children are “bad” or “damaged”. Some of these children have great hurdles to overcome the abuse they have suffered in the past, but with the proper love and care from a foster or adoptive family, these children’s lives can be transformed. Our community needs to recognize, embrace, and assist these foster children and foster parents by helping them in any manner possible.

West Virginia recognizes the need for awareness and the need for collaboration between the community, agencies, individuals to provide support to not only the foster children, but also to those foster families who have bravely and lovingly stepped up to caring for the state’s most valuable resource, our children.

It is imperative that our county take action, and there are many ways to do so. If you cannot adopt, then foster. If you cannot foster, then sponsor. If you cannot sponsor, then volunteer. If you cannot volunteer than donate, and if you cannot donate, please educate. Education is one of the strongest tools any person can carry to help children in foster care.

The Upshur County Commission now hereby declares May as Foster Care Awareness Month and urges all citizens to help children in foster care.

Samuel Nolte, President

Upshur County Commissioner \_\_\_\_\_

Doug Bush, Upshur County Commissioner \_\_\_\_\_

Kristie Tenney, Upshur County Commissioner \_\_\_\_\_



**26<sup>TH</sup> JUDICIAL CIRCUIT  
ADC FOUNDATION**

40 West Main St.  
Buckhannon, WV 26201

**Gene Edwards**  
President

**Jenna Marple**  
Treasurer



**Deanna Palmer**  
Vice President

**Laura McDaniels**  
Secretary

RE: Opioid Settlement Funds

The 26<sup>th</sup> Judicial Circuit ADC Foundation is a non-profit organization that provides financial and tangible resources to the Drug Court Program in an effort to reduce the effects of addiction on our community. The Adult Drug Court Program is made up of participants with non-violent offenses that need intensive treatment interventions to elicit sobriety and provide accountability. Individuals are required to work or complete community service hours in order to help themselves. However, participants in the program often face significant challenges relating to their sobriety and our non-profit provides timely assistance in removing the barriers to their success. Many of the individuals lack familial support and begin the program with no assets. **NO** cash donations are provided directly to the participants. Donations are managed by the Non-profit Board and are provided for a specific need as identified by the Drug Court Treatment Team. This team consists of both circuit judges, a magistrate, two prosecutors, chief probation officer, drug court probation officer, law enforcement, and treatment staff.

The average Adult Drug Court success rate both nationally and locally, is 50 percent. The average cost for a program participant per year is \$6,072.00, compared to more than \$30,000.00 per year to house an inmate in a state correctional facility. It also greatly reduces the risk of future recidivism.

Our non-profit is requesting consideration for \$15,000.00 of the Opioid Settlement Funds to aid in obtaining these needs and/or incentives for the participants, such as: gift cards, medical services (including dental and vision), auto services, clothing assistance, rent assistance, and household items. Our non-profit is a valid 501(c)(3) organization. Thank you for your consideration.

Sincerely,

Board President





**Department of the Treasury**  
**Internal Revenue Service**  
**Tax Exempt and Government Entities**  
 P.O. Box 2508  
 Cincinnati, OH 45201

26TH JUDICIAL CIRCUIT ADC FOUNDATION INC  
 C/O JENNA MARPLE  
 40 WEST MAIN STREET  
 BUCKHANNON, WV 26201

**Date:**  
 06/16/2022  
**Employer ID number:**  
 83-2294764  
**Person to contact:**  
 Name: Customer Service  
 ID number: 31954  
 Telephone: 877-829-5500  
**Accounting period ending:**  
 June 30  
**Public charity status:**  
 170(b)(1)(A)(vi)  
**Form 990 / 990-EZ / 990-N required:**  
 Yes  
**Effective date of exemption:**  
 November 15, 2021  
**Contribution deductibility:**  
 Yes  
**Addendum applies:**  
 No  
**DLN:**  
 26053551001272

Dear Applicant:

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

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

Based on the information you submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is retroactive to your date of revocation.

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

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



## Eligibility Criteria

- Adults
- West Virginia Residents, preferably residing in Lewis or Upshur counties
- Charged with non-violent (as defined by federal law) felony offense(s), but excluding any crime where a child is a victim or involving a sex offense. Must not have any prior conviction in this state or another state for a felony crime of violence.
- Must meet eligibility outlined in West Virginia Code Section 62-15-6
- Diagnosed or assessed as substance abusing or addicted
- Will agree to participate in the program including following the advice of physicians, and/or other treatment providers
- Non-violent and does not pose a risk to themselves, the staff or other community members
- Treatment must be available to address the needs of the person
- Must be able to comprehend and comply with the program requirements

## 26<sup>th</sup> Judicial Circuit

### Adult Drug Court Statistics

Inception: August 2015

Current success rate: **55%**

National success rate (avg): **50%**

Total number of graduates: **32**

Total number of active participants: **17**

Number of current participants with full time employment: **17**

Weekly community service and/or work hours per participant: **40**

Average age of first use of alcohol/drugs: **15**

Total current number of combined clean days for active participants: **7,974**

Total number of participants that have obtained their GED or went on to higher education programs: **14**

Average cost per year, per drug court participant: **\$6,072**

Average cost to house an inmate per year in a state correctional facility: **\$33,000.00**

*Updated 04/17/2024*

## 26<sup>th</sup> JUDICIAL CIRCUIT ADULT DRUG COURT



*Lewis & Upshur  
Counties*

*For questions contact:*

*Erika Morris, ADCPO*

*(304) 473-2800 or (304) 997-9233*



## 26<sup>th</sup> Judicial Circuit Adult Drug Court Goals

- To promote Public Safety by reducing and/or eliminating criminal behavior and recidivism among participating offenders.
- To promote Public Safety by decreasing participant's reliance upon social and human services by increasing their ability to live independently and responsibly.
- To conserve justice system resources through the reduction of direct costs of arrest and incarceration of participants.
- To conserve justice system resources through the reduction in direct costs of judicial services.
- To rehabilitate non-violent addicted and abusing offenders by eliminating the use of controlled substances and alcohol.
- To rehabilitate non-violent addicted/abusing offenders by assisting participants in regaining their lives and re-uniting families.
- Engage the community in the recovery process.

## Objectives

- Provide frequent and intense court supervision for participants.
- Provide frequent and random drug screening.
- Require the payment of restitution by participants.
- Participants will be employed full-time and will continue employment upon graduation.
- All Drug Court participants will have at least a high school diploma upon completion of the program whenever possible.
- Provide structured treatment, services and supervision to reduce opportunities for the risk of recidivism.
- Reduce the number of jail bed days being utilized by non-violent offenders committing drug related crimes.
- Create individualized plans for treatment, services and supervision that will assist the participant in successful advancement and completion of the program.
- Participants will make payments toward their legal financial obligations, including payment to the Drug Court Program.
- Reduce the cost of trials and decrease the regular court docket through the usage of the Drug Court Program.
- Monitor and assess the effectiveness of the treatment service providers.
- Graduate participants, who are drug-free and/or sober, have a high school diploma or GED certificate, employed full-time, are responsible parents and productive citizens.

## Drug Court Treatment Team

**Honorable Jacob E. Reger**-Drug Court Judge  
**Honorable Kurt W. Hall**-Drug Court Judge  
**Erika Morris**- Drug Court Probation Officer  
**Mark Davis**-Magistrate  
**Christina Flanigan**-Prosecutor  
**Kelley Cunningham**-Assistant Prosecutor  
**Jason Kelley**-Chief Probation Officer  
**J. Michael Coffman**-Law Enforcement Officer  
**Jamella Lockwood**-Defense Attorney  
**Cheyenne Troxell**-Community Corrections Director  
**Samantha Matos**-Community Corrections Treatment Coordinator  
**Andrew Pinkney**-Substance Abuse Counselor

## Mission Statement

The mission of the 26<sup>th</sup> Judicial Circuit Adult Drug Court is to protect and improve the community by reducing substance abuse based criminal activity through an intensive treatment process; thereby reducing the costs of incarceration and economic loss to the community, freeing resources for more productive uses and returning drug-free, law abiding, productive citizens to the community.

UPSHUR COUNTY COMMISSION

Upshur County Administrative Annex  
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201  
*Equal Opportunity Employer (EOE)*

Telephone: (304) 472-0535  
Telecopier: (304) 473-2802

TDD Numbers  
Business: 472-9550  
Emergency: 911

May 9, 2024

The Honorable Jennifer M. Granholm  
Secretary, U.S. Department of Energy  
1000 Independence Avenue, SW  
Washington, DC 20585

Re: Letter of Support for Application to DE-FOA-0003195 *"BIL – Grid Resilience and Innovation Partnerships (GRIP)" Topic Area 2*

Dear Secretary Granholm,

The Upshur County Commission (The Commission) supports the efforts of FirstEnergy (Mon Power) in seeking funding from the West Virginia Office of Energy's "Reconductoring to Increase the Capacity and Reliability of Utility Transmission & Distribution Lines" for the Grid Resilience and Innovation Partnerships (GRIP) Program.

The Commission is committed to overseeing county functions and serving the residents of Upshur County, West Virginia. In this capacity, we frequently collaborate with local businesses to foster economic growth to maintain a strong community. FirstEnergy is dedicated to enhancing the facilities that serve the Upshur County area and receipt of this grant will greatly benefit our community.

The Commission supports FirstEnergy's partnership with the West Virginia Office of Energy as outlined in their GRIP Grant Application. The proposed project will improve energy resilience in local disadvantaged communities while also stimulating job creation, regional economic growth and workforce development. We urge the Department of Energy to fund this project to ensure benefits for Upshur County and the wider region of West Virginia. The Commission looks forward to collaborating with FirstEnergy and the DOE to realize these advanced conductor projects.

Sincerely,

Samuel R. Nolte,  
President  
Upshur County Commission

**RESOLUTION**  
of the  
**MT. HOPE WATER ASSOCIATION, WEST VIRGINIA**

**APPROVING INVOICES RELATING TO SERVICES**  
for the

**MT. HOPE WATER SYSTEM IMPROVEMENT PROJECT**  
**WV Infrastructure Jobs & Development Council PROJECT # 2023W-2372**  
**RFP #7**  
and  
**AUTHORIZING PAYMENT THEREOF**

**WHEREAS**, the Mt. Hope Water Association has reviewed the invoices attached hereto and incorporated herein by reference relating to the Water System Improvement Project funded in part by the WV Infrastructure Jobs & Development Council and the Upshur County Commission and find as follows:

- A. That none of the items for which payment is proposed to be made has been requested from another funding source;
- B. That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a cost of the Project;
- C. That each of such costs has been otherwise properly incurred;
- D. That the payment for each of the items proposed is due and owed.

**NOW, THEREFORE, BE IT RESOLVED** that the Mt. Hope Water Association hereby approves and authorizes payment of the following invoices:

Vendor	Invoice #	Invoice Date	Upshur County Commission ARPA Grant	WV IJDC Loan	Total
Jackson Kelly PLLC	NA	5/8/2024	\$0.00	\$23,900.00	\$23,900.00
United Bank	NA	5/8/2024	\$0.00	\$500.00	\$500.00
West & Jones	NA	5/8/2024	\$8,062.36	\$0.00	\$8,062.36
Hornor Brothers Engineers	NA	5/8/2024	\$42,256.93	\$0.00	\$42,256.93
Spilman, Thomas, Battle	5514209	4/23/2024	\$7,213.21	\$0.00	\$7,213.21
Bennett & Dobbins PLLC	2024-651	4/16/2024	\$29,500.00	\$0.00	\$29,500.00
Region VII Planning & Development Council	495-3	3/31/2024	\$1,683.78	\$0.00	\$1,683.78
		<b>TOTALS:</b>	<b>\$88,716.28</b>	<b>\$24,400.00</b>	<b>\$113,116.28</b>

**ADOPTED BY** the Mt. Hope Water Association at a meeting held on the 29<sup>th</sup> day of April 2024.

**Mt. Hope Water Association**

By: 

Donnie R. Tenney, President

**Upshur County Commission**

By: \_\_\_\_\_

Samuel R. Nolte, President



# 495-Mt. Hope Water Association-Water System Improvement Project

## Expenditure Schedule - #7

Mt. Hope Water Association Meeting Date: 4/29/2024

Edited by: Carrie Wallace  
Printed: 04/25/2024 @ 10:09 AM

Total Project	Approved Budget	Adjustments	Revised Budget	Paid Prior to this Draw	Requested this Draw	Requested to Date	Balance Remaining
<b>CONSTRUCTION</b>							
Contract #1 - AJ Burk	\$ 941,505.00	\$ -	\$ 1,058,558.75	\$ -	\$ -	\$ -	\$ 1,058,558.75
Contract #1 - Change Order #1	\$ -	\$ 117,053.75					
Contract #2 - Mid Atlantic Storage Systems	\$ 208,416.00	\$ -	\$ 208,416.00	\$ -	\$ -	\$ -	\$ 208,416.00
Contract #2 - Change Order #	\$ -	\$ -					
Contract #3 - Equipment	\$ 60,000.00	\$ -	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00
Contract #3 - Change Order #	\$ -	\$ -					
CONTINGENCY	\$ 112,613.25	\$ -	\$ 112,613.25	\$ -	\$ -	\$ -	\$ 112,613.25
<b>ENGINEERING SERVICES</b>							
<b>Homor Brothers Engineers</b>							
Study & Report Phase	\$ 18,000.00	\$ -	\$ 18,000.00	\$ 18,000.00	\$ -	\$ 18,000.00	\$ -
Design (Preliminary)	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -
Design (Final)	\$ 32,000.00	\$ -	\$ 32,000.00	\$ -	\$ 32,000.00	\$ 32,000.00	\$ -
Bidding & Negotiating	\$ 7,000.00	\$ -	\$ 7,000.00	\$ -	\$ 7,000.00	\$ 7,000.00	\$ -
Engineering During Construction	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00
Inspection	\$ 45,000.00	\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 45,000.00
Post-Construction Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Special Services</b>							
Geotechnical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Aerial Mapping & Topo Survey	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PSC Application	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Surveys & Easement Prep	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	\$ 3,256.93	\$ 3,256.93	\$ 4,743.07
Asset Management Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Record Drawings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>PROFESSIONAL SERVICES and OTHER</b>							
Administrative (Region VII)	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 3,404.41	\$ 1,683.78	\$ 5,088.19	\$ 24,911.81
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounting (Bennett&Dobbins)	\$ 29,500.00	\$ -	\$ 29,500.00	\$ -	\$ 29,500.00	\$ 29,500.00	\$ -
Permits/Advertisements	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 1,412.24	\$ -	\$ 1,412.24	\$ 2,587.76
WV DOH Inspection Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lands/ROW	\$ 3,012.00	\$ -	\$ 3,012.00	\$ 3,012.00	\$ -	\$ 3,012.00	\$ -
Legal (Local) (West&Jones)	\$ 10,500.00	\$ -	\$ 10,500.00	\$ -	\$ 8,062.36	\$ 8,062.36	\$ 2,437.64
Legal (PSC) (Spilman, Thomas, Battle)	\$ 12,000.00	\$ -	\$ 12,000.00	\$ -	\$ 7,213.21	\$ 7,213.21	\$ 4,786.79
ROW Agent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capitalized Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Registrar	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
Bond Counsel (Jackson Kelly)	\$ 23,900.00	\$ -	\$ 23,900.00	\$ -	\$ 23,900.00	\$ 23,900.00	\$ -
Project Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS:</b>	<b>\$ 1,580,946.25</b>	<b>\$ 117,053.75</b>	<b>\$ 1,698,000.00</b>	<b>\$ 45,828.65</b>	<b>\$ 113,116.28</b>	<b>\$ 158,944.93</b>	<b>\$ 1,539,055.07</b>

# 495-Mt. Hope Water Association-Water System Improvement Project

## Expenditure Schedule - #7

Mt. Hope Water Association Meeting Date: 4/29/2024

Edited by: - Carrie Wallace

UCC ARPA	Approved Budget	Adjustments	Revised Budget	Paid Prior to this Draw	Requested this Draw	Requested to Date	Balance Remaining
<b>CONSTRUCTION</b>							
Contract #1 - AJ Burk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contract #1 - Change Order #1		\$ -					
Contract #2 - Mid Atlantic Storage Systems	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contract #2 - Change Order #		\$ -					
Contract #3 - Equipment	\$ 60,000.00		\$ 60,000.00	\$ -	\$ -	\$ -	\$ 60,000.00
Contract #3 - Change Order #		\$ -					
<b>CONTINGENCY</b>	\$ 10,988.00	\$ -	\$ 10,988.00	\$ -	\$ -	\$ -	\$ 10,988.00
<b>ENGINEERING SERVICES</b>							
<b>Hornor Brothers Engineers</b>							
Study & Report Phase	\$ 18,000.00	\$ -	\$ 18,000.00	\$ 18,000.00	\$ -	\$ 18,000.00	\$ -
Design (Preliminary)	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -
Design (Final)	\$ 32,000.00	\$ -	\$ 32,000.00	\$ -	\$ 32,000.00	\$ 32,000.00	\$ -
Bidding & Negotiating	\$ 7,000.00	\$ -	\$ 7,000.00	\$ -	\$ 7,000.00	\$ 7,000.00	\$ -
Engineering During Construction	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00
Inspection	\$ 45,000.00	\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 45,000.00
Post-Construction Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Special Services</b>							
Geotechnical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Aerial Mapping & Topo Survey	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PSC Application	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Surveys & Easement Prep	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	\$ 3,256.93	\$ 3,256.93	\$ 4,743.07
Asset Management Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Record Drawings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>PROFESSIONAL SERVICES and OTHER</b>							
Administrative (Region VII)	\$ 15,000.00	\$ -	\$ 15,000.00	\$ 3,404.41	\$ 1,683.78	\$ 5,088.19	\$ 9,911.81
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounting (Bennett&Dobbins)	\$ 29,500.00	\$ -	\$ 29,500.00	\$ -	\$ 29,500.00	\$ 29,500.00	\$ -
Permits/Advertisements	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 1,412.24	\$ -	\$ 1,412.24	\$ 2,587.76
WV DOH Inspection Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lands/ROW	\$ 3,012.00	\$ -	\$ 3,012.00	\$ 3,012.00	\$ -	\$ 3,012.00	\$ -
Legal (Local) (West&Jones)	\$ 10,500.00	\$ -	\$ 10,500.00	\$ -	\$ 8,062.36	\$ 8,062.36	\$ 2,437.64
Legal (PSC) (Spilman, Thomas, Battle)	\$ 12,000.00	\$ -	\$ 12,000.00	\$ -	\$ 7,213.21	\$ 7,213.21	\$ 4,786.79
ROW Agent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capitalized Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Registrar	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Counsel (Jackson Kelly)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS:</b>	<b>\$ 290,000.00</b>	<b>\$ -</b>	<b>\$ 290,000.00</b>	<b>\$ 45,828.65</b>	<b>\$ 88,716.28</b>	<b>\$ 134,544.93</b>	<b>\$ 155,455.07</b>

# 495-Mt. Hope Water Association-Water System Improvement Project

## Expenditure Schedule - #7

Mt. Hope Water Association Meeting Date: 4/29/2024

Edited by: Carrie Wallace

UDC Loan	Approved Budget	Adjustments	Revised Budget	Paid Prior to this Draw	Requested this Draw	Requested to Date	Balance Remaining
<b>CONSTRUCTION</b>							
Contract #1 - AJ Burk	\$ 941,505.00		\$ 1,058,558.75	\$ -	\$ -	\$ -	\$ 1,058,558.75
Contract #1 - Change Order #1		\$ 117,053.75					
Contract #2 - Mid Atlantic Storage Systems	\$ 208,416.00		\$ 208,416.00	\$ -	\$ -	\$ -	\$ 208,416.00
Contract #2 - Change Order #		\$ -					
Contract #3 - Equipment	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Contract #3 - Change Order #		\$ -					
<b>CONTINGENCY</b>	\$ 101,625.25	\$ -	\$ 101,625.25	\$ -	\$ -	\$ -	\$ 101,625.25
<b>ENGINEERING SERVICES</b>							
<b>Homor Brothers Engineers</b>							
Study & Report Phase	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design (Preliminary)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design (Final)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bidding & Negotiating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering During Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Post-Construction Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Special Services</b>							
Geotechnical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Aerial Mapping & Topo Survey	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Environmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PSC Application	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Surveys & Easement Prep	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Asset Mananagement Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Record Drawings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>PROFESSIONAL SERVICES and OTHER</b>							
Administrative (Region VII)	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounting (Bennett&Dobbins)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Permits/Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WV DOH Inspection Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lands/ROW	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal (Local) (West&Jones)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal (PSC) (Spilman, Thomas, Battle)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ROW Agent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capitalized Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Registrar	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
Bond Counsel (Jackson Kelly)	\$ 23,900.00	\$ -	\$ 23,900.00	\$ -	\$ 23,900.00	\$ 23,900.00	\$ -
Project Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS:</b>	<b>\$ 1,290,946.25</b>	<b>\$ 117,053.75</b>	<b>\$ 1,408,000.00</b>	<b>\$ -</b>	<b>\$ 24,400.00</b>	<b>\$ 24,400.00</b>	<b>\$ 1,383,600.00</b>



# JACKSONKELLY<sup>PLLC</sup>

500 LEE STREET EAST • SUITE 1600 • P.O. BOX 553 • CHARLESTON, WEST VIRGINIA 25322 • TELEPHONE: 304-340-1000 • TELECOPIER: 304-340-1130  
[www.jacksonkelly.com](http://www.jacksonkelly.com)

## INVOICE

EMPLOYER I.D. NO. 550394215

May 8, 2024

39923.301

Mt. Hope Water Association  
1925 Tallmansville Road  
Buckhannon, WV 26201  
ATTN: Laurie Adams, Office Manager

Re: Mt. Hope Water Association  
Water Revenue Bonds, Series 2024 A  
(West Virginia Infrastructure Fund)

For legal fees and expenses incurred serving as bond counsel for  
the above-referenced transaction.

FEES & EXPENSES: \$23,900.00

TOTAL STATEMENT: \$23,900.00

### Wiring Instructions:

Jackson Kelly PLLC  
500 Lee Street E, Suite 1600  
Charleston, WV 25301

Bank Name	Branch Banking & Trust Company now Truist Bank
ABA Number	051503394
Account Number	5172879588
Reference Information:	39923.301

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Bridgeport, WV • Charleston, WV • Martinsburg, WV • Morgantown, WV • Denver, CO  
Evansville, IN • Lexington, KY • Akron, OH • Pittsburgh, PA • Washington, DC



## I N V O I C E

Date: May 8, 2024

To: Mt. Hope Water Association  
1925 Tallmansville Road  
Buckhannon, WV 26201  
ATTN: Laurie Adams, Office Manager

Re: Mt. Hope Water Association  
Water Revenue Bonds, Series 2024 A  
(West Virginia Infrastructure Fund)

Amount Due: \$ 500.00

Registrar \$ 500.00

Total \$ 500.00

Please remit to United Bank  
Corporate Trust Department  
P. O. Box 393  
Charleston, WV 25322

LAW OFFICES  
**West & Jones**

DEAN C. RAMSEY, PLLC  
 NORMAN T. FARLEY  
 JOHN C. ASHCUM, JR.

HARRON SQUARE  
 BUILDING 2, SUITE 108  
 917 WEST MAIN STREET  
 BRIDGEPORT, WV 26330  
 P. O. BOX 2348  
 CLARKSBURG, WEST VIRGINIA 26302-2348

JAMES C. WEST, JR.  
 1932-2016  
 JERALD E. JONES  
 1932-2017

TELEPHONE (304) 624-5501  
 FAX (304) 624-4454  
 EMAIL: LAW@WESTANDJONES.COM

May 8, 2024

Mt. Hope Water Association  
 1925 Tallmansville Road  
 Buckhannon, WV 26201

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Fees for legal services rendered in connection with Distribution System Improvement Project, per Engagement Letter, dated April 14, 2023	\$10,000.00
80% of legal fees due at Closing	<u>\$ 8,000.00</u>
Balance of legal fees (20%) and additional expenses due on substantial completion of project	\$ 2,000.00
Expenses:	
08-18-23 Photocopies	\$ 3.75
11-06-23 Photocopies	\$ 0.75
12-04-23 Photocopies	\$ 0.25
12-19-23 Photocopies	\$ 2.00
03-05-24 Norman T. Farley/Mileage to French Ck., WV for bid opening	\$ 55.61
	<hr/>
Expenses 03-24-23 to 03-31-24	\$ 62.36
Total Amount Due	\$ 8,062.36

pc: Mt. Hope Water Association

TAX ID NUMBER 55-0434800



**HORNOR BROTHERS ENGINEERS**  
**PO BOX 386**  
**CLARKSBURG, WV 26302-0386**

**INVOICE**

Bill To
Mt. Hope Water Association PO Box 684 Buckhannon, WV 26201

Date
May 8, 2024

Project # and Name
2022-048 Water System Improvement Project

Date	Description	Hours/Mileage	
	<b>RE: Water System Improvement Project</b>		
	In Accordance with the Agreement Between Owner and Engineer for Professional Services dated February 22, 2023 the following engineering services are now submitted for payment:		
	Final Design Phase (Lump Sum)		\$ 32,000.00
	Bidding and Negotiating Phase (Lump Sum)		\$ 7,000.00
	Additional Services (\$8,000 Budget)		\$ 3,256.93
	<b>Balance Due:</b>		<b>\$ 42,256.93</b>

<b>TOTAL</b>	<b>\$ 42,256.93</b>
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**HORNOR BROTHERS ENGINEERS**  
**PO BOX 386**  
**CLARKSBURG, WV 26302-0386**

<b>Bill To:</b>
Mt. Hope Water Association
PO Box 684
Buckhannon, WV 26201

<b>Project and Name</b>
2022-048 Improvement Project
Additional Services

Date	Description	Hours/Mileage	Amount
4/18/23	Trey, emails; project description for IJDC initiation	0.5	\$ 87.50
4/27/23	Eli, IJDC application	2.5	\$ 325.00
	<b>April total</b>		<b>\$ 412.50</b>
6/26/23	Trey, prepare for IJDC meeting - conference call	0.25	\$ 43.75
6/27/23	Trey, review IJDC review comments and attend IJDC funding committee meeting by conference call	0.75	\$ 131.25
	<b>June total</b>		<b>\$ 175.00</b>
7/25/23	Trey, review IJDC checklist	1	\$ 175.00
	<b>July total</b>		<b>\$ 175.00</b>
8/8/23	Trey, review and edit PSC Forms 4 and 14 from PSC attorney	0.75	\$ 131.25
8/28/23	Tom, working on rights of ways	1.5	\$ 135.00
	<b>August total</b>		<b>\$ 266.25</b>
9/7/23	Trey, prepare and send project information to attorney for PSC submittal	2.75	\$ 481.25
9/20/23	Eli, checking properties for ROW exhibits	1	\$ 130.00
	<b>September total</b>		<b>\$ 611.25</b>
10/20/23	Trey, follow up with Jeff May and Donnie Tenney on status of R/W acquisitions	0.5	\$ 87.50
10/30/23	Trey, meeting with 2 separate property owners to negotiate the acquisition of R-O-W	3.75	\$ 656.25
	Mileage	85	\$ 55.68
10/31/23	Trey, R/W letter update and transmittal to project attorney and Mt. Hope	1	\$ 175.00
	<b>October total</b>		<b>\$ 974.43</b>
12/7/23	Trey, revise processing R/W agreement and exhibit per property owner's request	0.5	\$ 87.50
	<b>December total</b>		<b>\$ 87.50</b>

<b>TOTAL</b>	<b>\$ 2,701.93</b>
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**HORNOR BROTHERS ENGINEERS**  
**PO BOX 386**  
**CLARKSBURG, WV 26302-0386**

<b>Bill To:</b>
Mt. Hope Water Association
PO Box 684
Buckhannon, WV 26201

<b>Project and Name</b>
2022-048 Improvement Project
Additional Services

<b>Date</b>	<b>Description</b>	<b>Hours/Mileage</b>	<b>Amount</b>
	<b>Balance Forward</b>		<b>\$ 2,701.93</b>
1/4/24	Trey, talk with Norm Farley about status of Roessing R/W	0.25	\$ 46.25
1/9/24	Trey, talk with project attorney about R/W status; emails about the same (Roessing)	0.75	\$ 138.75
1/15/24	Trey, revise R/W agreement and exhibit, prepare addendum; emails	1.5	\$ 277.50
1/25/24	Trey, Roessing R/W update and email from attorney; discuss with President	0.5	\$ 92.50
	<b>January total</b>		<b>\$ 555.00</b>
		<b>TOTAL</b>	<b>\$ 3,256.93</b>





Mt. Hope Water Association  
 Attention: Laurie Adams, Office Manager  
 1925 Tallmansville Road  
 Buckhannon, WV 26201

Invoice date: April 22, 2024  
 Invoice Number: 5514209  
 Client.Matter Number: 029274.0001  
 Billing Professional: Riggs, Susan J.

*For Professional Services through April 22, 2024*

**Client:** Mt. Hope Water Association  
**Matter:** Distribution System Improvement Project

Total Current Fees	\$	6,670.00
Total Current Costs	\$	<u>543.21</u>
<b>Total Due This Invoice</b>	<b>\$</b>	<b>7,213.21</b>

Direct any questions to our Billing Department 1-844-469-8882.

Terms: Due Upon Receipt

April 22, 2024  
 Matter: 029274.0001  
 Billing Professional: Riggs, Susan J.  
 Invoice: 5514209



**Credit Card Payments:**  
[www.spilmanlaw.com/payment](http://www.spilmanlaw.com/payment)

New Balance \$

7,213.21

Amount Enclosed \$

**Mail payment to:**

ATTN: Accounts Receivable  
 Spilman Thomas & Battle, PLLC  
 300 Kanawha Boulevard, East  
 Post Office Box 273  
 Charleston, WV 25321-0273

Payment Coupon

Mt. Hope Water Association

Invoice date: April 22, 2024  
 Invoice Number: 5514209  
 Client Matter Number: 029274.0001

**Time Detail**

<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
03/30/23	Riggs, Susan J.	Telephone conference with Mr. Trey Horner concerning details of the project.	0.50	100.00
04/03/23	Riggs, Susan J.	Review the Upshur County Commission ARPA funds commitment letter; begin review of the County Commission agreement related to the funds commitment; email communication sending the letter to Mr. Trey Horner sending the documents.	0.50	100.00
04/05/23	Riggs, Susan J.	Review the Upshur County Commission agreement related to the provision of ARPA funding to the Association.	0.30	60.00
04/15/23	Green, Caroline Clark	Review funding sources and status of project to create a tracking spreadsheet for project.	0.50	75.00
08/03/23	Riggs, Susan J.	Participate in the project team conference call; research the preliminary application and other documents filed with the IJDC; begin work on the certificate documents.	1.50	300.00
08/03/23	Green, Caroline Clark	Prepare Certificate documents for the Distribution System Improvement Project.	1.60	240.00
08/05/23	Riggs, Susan J.	Review updates in the PSC Rules affecting the certificate documents; edit the documents.	0.50	100.00
08/06/23	Riggs, Susan J.	Review the Preliminary Engineering Report filed with the IJDC application; additional work on the certificate documents to reflect information from the PER; email communication to Mr. Zack Dobbins to request rate information for the Notice of Filing; email communication to Ms. Laurie Adams with several questions concerning billing and the certificate of existence.	1.70	340.00
08/07/23	Riggs, Susan J.	Review email communication and certificate of existence from Ms. Laurie Adams; work on the certificate application documents.	1.20	240.00
08/07/23	Green, Caroline Clark	Revise Attachment to Form 14 of the Certificate Documents.	0.20	30.00
08/07/23	Green, Caroline Clark	Revise Commission Order Form 14 of the Certificate Documents.	0.30	45.00

Mt. Hope Water Association

Invoice date: April 22, 2024  
 Invoice Number: 5514209  
 Client.Matter Number: 029274.0001

<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
08/08/23	Riggs, Susan J.	Review email communications from Mr. Trey Horner in response to questions concerning data needed for the certificate documents; email communication to Mr. Horner with additional questions.	0.50	100.00
08/09/23	Riggs, Susan J.	Review email communication from Mr. Trey Horner with information concerning the PSC certificate documents; respond to Mr. Horner; edit the Checklist document to incorporate Mr. Horner's information.	0.30	60.00
08/16/23	Riggs, Susan J.	Edit the certificate documents; email communication to Mr. Trey Horner sending the Checklist for review and consideration; ensuring that the forms are up to date with the PSC's latest Rules.	0.60	120.00
08/18/23	Riggs, Susan J.	Telephone call with Mr. Trey Horner to review the Checklist document for the certificate application; edit the Checklist to include Mr. Horner's comments; email communication to the project team sending the draft certificate application documents; participate in the project team conference call; additional edits to the documents to include comments made during the conference call; email communication with Ms. Laurie Adams.	1.60	320.00
08/20/23	Riggs, Susan J.	Update the certificate application documents; detailed email communication to Mt. Hope sending the updated documents; email communication to the project team.	0.50	100.00
08/21/23	Riggs, Susan J.	Attend the Board meeting via Webex to discuss the certificate application documents.	0.30	60.00
08/30/23	Riggs, Susan J.	Review documents to prepare for the 8/31/23 project team call; consideration of the logistics of the certificate application filing with the various exhibits.	0.80	160.00
08/31/23	Riggs, Susan J.	Participate in the project team conference call; edit the certificate documents to clarify the attachments.	1.00	200.00

Mt. Hope Water Association

Invoice date: April 22, 2024  
 Invoice Number: 5514209  
 Client Matter Number: 029274.0001

<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
09/07/23	Riggs, Susan J.	Review email communication from Mr. Trey Horner containing the engineering report, plans and specifications; telephone conference with Mr. Horner concerning information from the PSC that hard copies of the documents will not be needed.	0.30	60.00
09/11/23	Riggs, Susan J.	Email communication to Ms. Carrie Wallace sending the current version of the Form 4 certificate application for Mr. Tenney's signature; review the IJDC binding commitment letter; review the engineering report; work on the checklist to incorporate the updated information and exhibit numbers; research the existing bond information on the PSC website to determine if any bond resolutions need to be filed; prepare the filing letter.	1.70	340.00
09/12/23	Riggs, Susan J.	Review the SHPO clearance letter from Mr. Trey Horner; edit the checklist to reflect receipt of the SHPO letter; work on exhibits for filing; email communication to Ms. Samme Gee concerning the bond resolution; compare and proofread the proposed tariff in the Rule 42, the proposed tariff and the Notice of Filing.	1.30	260.00
09/13/23	Riggs, Susan J.	Finalize the certificate application documents for filing.	1.00	200.00
09/15/23	Riggs, Susan J.	Finalize and file the certificate of convenience and necessity application.	1.00	200.00
09/18/23	Riggs, Susan J.	Review the Commission Order and Notice of Filing issued by the Executive Secretary's office.	0.20	40.00
09/19/23	Riggs, Susan J.	Email communication to Ms. Laurie Adams with the notice language for inclusion on the billing cards; review the PSC Order and Notice of Filing and note needed corrections; telephone conference with Ms. Karen Buckley concerning the issues with the Notice of Filing.	0.90	180.00

Mt. Hope Water Association

Invoice date: April 22, 2024  
 Invoice Number: 5514209  
 Client Matter Number: 029274.0001

<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
09/20/23	Riggs, Susan J.	Telephone conference with Ms. Laurie Adams concerning the notice to include on the bills regarding the rate increase; review the bill notice from Ms. Adams; review the PSC's revised Order and Notice of Filing; send the Notice to the Record Delta for publication.	0.60	120.00
09/22/23	Riggs, Susan J.	Detailed email communication to Ms. Laurie Adams sending the Commission Order and Notice of Filing; follow up on the publication of the Notice of Filing in the Record Delta.	0.30	60.00
09/27/23	Riggs, Susan J.	Participate in the project team conference call.	0.30	60.00
09/29/23	Riggs, Susan J.	Review the Record Delta affidavit of publication of the Notice of Filing; file the affidavit with the PSC; email communication sending the filed affidavit to Ms. Laurie Adams.	0.40	80.00
10/02/23	Riggs, Susan J.	Telephone conferences with Ms. Laurie Adams concerning the notice on the postcard billing and whether it can be made on a separate postcard mailing in order to fit the length of the required language; review the Commission Order and rules requiring notice; prepare a draft affidavit for Ms. Adams and discussion of the same.	0.80	160.00
10/05/23	Riggs, Susan J.	Email communications with Ms. Laurie Adams concerning the postcard notice; finalize the draft affidavit and send to Ms. Adams.	0.30	60.00
10/06/23	Riggs, Susan J.	Review the Affidavit from Ms. Laurie Adams concerning the postcard notice; email communications with Ms. Adams concerning the same.	0.20	40.00
10/10/23	Riggs, Susan J.	Prepare filing letter to file Ms. Laurie Adams' affidavit related to notice on postcards to customers.	0.30	60.00



Mt. Hope Water Association

Invoice date: April 22, 2024  
 Invoice Number: 5514209  
 Client.Matter Number: 029274.0001

<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
10/11/23	Riggs, Susan J.	Review the Initial Joint Staff Memorandum and Staff's First Data Request to the Association; email communication sending the documents to Mr. Zack Dobbins and requesting Mr. Dobbins to provide an answer for the Data Request question; detailed email communication to Ms. Laurie Adams sending the PSC's original Order in the case and explaining the need for a Corrective Order; detailed email communication to Ms. Adams sending the Initial Joint Staff Memorandum and Staff's First Data Request and Ms. Adams' filed Affidavit related to the notice on the postcards; review Mr. Dobbins' draft response to the Data Request.	1.30	260.00
10/16/23	Riggs, Susan J.	Work on the response to the Staff's First Data Request; review information provided by Mr. Zack Dobbins and review Mt. Hope's 19A Staff Report as referenced by Mr. Dobbins; email prepared response and verification to Mr. Dobbins for review; telephone call to Ms. Laurie Adams.	0.80	160.00
10/18/23	Riggs, Susan J.	File the Response to the Staff's First Data Request with the PSC; email communication sending the filed Response to Ms. Laurie Adams.	0.30	60.00
10/24/23	Riggs, Susan J.	Preparation for the October 26 project team conference call.	0.30	60.00
10/25/23	Riggs, Susan J.	Participate in project team conference call.	0.30	60.00
11/15/23	Riggs, Susan J.	Participate in the project team conference call; telephone call to Staff Attorney Ben Calkins to inquire as to the Final Joint Staff Memorandum due date.	0.40	80.00
12/01/23	Riggs, Susan J.	Read the Final Joint Staff Memorandum; email communication sending the Memorandum to the project team.	0.60	120.00
12/04/23	Riggs, Susan J.	Work on the Response to the Final Joint Staff Memorandum.	0.30	60.00
12/05/23	Riggs, Susan J.	Complete the Response to the Final Joint Staff Memorandum and recommendations; email communication sending the Response to Ms. Laurie Adams for review.	0.50	100.00

Mt. Hope Water Association

Invoice date:

April 22, 2024

Invoice Number:

5514209

Client.Matter Number:

029274.0001

<u>Date</u>	<u>Name</u>	<u>Description</u>	<u>Hours</u>	<u>Amount</u>
12/06/23	Riggs, Susan J.	Finalize and file the Response to the Final Joint Staff Memorandum with the PSC.	0.30	60.00
12/13/23	Riggs, Susan J.	Review project documents and notes from previous project team calls; participate in project team call; prepare letter to Mr. Wayne Morgan concerning the status of the certificate case pending before the PSC; email communication sending the letter to Mr. Morgan and project team members.	1.80	360.00
12/18/23	Riggs, Susan J.	Review the Recommended Decision; check the funding amounts and rates against the Association's certificate filing and the Staff Final Memorandum.	0.50	100.00
12/19/23	Riggs, Susan J.	Email communication sending the Recommended Decision to the project team.	0.20	40.00
01/11/24	Riggs, Susan J.	Participate in the project team call.	0.30	60.00
03/12/24	Riggs, Susan J.	Review the bid tabulations and Schedule B from Ms. Carrie Wallace; participate in the project team call; email communication to Mr. Trey Horner regarding the bid tabulations.	1.20	240.00
03/13/24	Riggs, Susan J.	Finalize the filing letter to file the bid tabulations with the PSC; filed the bid tabulations; email communication sending the filed bid tabulations to Ms. Laurie Adams and Mr. Trey Horner.	0.60	120.00
04/11/24	Riggs, Susan J.	Participate in the project team call.	0.30	60.00
<b>Total</b>			<b>34.00</b>	<b>\$6,670.00</b>

**Timekeeper Summary**

<u>Name</u>	<u>Timekeeper Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Riggs, Susan J.	Member	31.40	200.00	6,280.00
Green, Caroline Clark	Counsel	2.60	150.00	390.00
<b>Total</b>		<b>34.00</b>		<b>\$6,670.00</b>

Mt. Hope Water Association

Invoice date: April 22, 2024  
Invoice Number: 5514209  
Client.Matter Number: 029274.0001

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**Cost Detail**

<u>Date</u>	<u>Description</u>	<u>Quantity</u>	<u>Amount</u>
09/15/23	Chuck Gurski; Courier travel to & from P.S.C. to Drop off documents (3 miles @ \$0.655)	1.00	1.97
09/22/23	The Record Delta - Public Service Commission Notice of Filing legal ad	1.00	270.62
09/22/23	The Record Delta - Notice of Filing Publication	1.00	270.62
	<b>Total</b>		<b>\$543.21</b>

**Bennett & Dobbins PLLC**

317 Cleveland Avenue  
Fairmont, WV 26554-1604  
FEIN # 26-0383872

**Invoice**

Invoice #: 2024-651  
Invoice Date: 4/16/2024

**Bill To:**

Mount Hope Water Association  
1925 Tallmansville Road  
Buckhannon, WV 26201

Description	Amount
Preparation of Rule 42 for submission to the WV Public Service Commission, Debt and Grantor Agencies. Preparation of bill analysis for use in the rule 42 and review of engineering report for additional customers, operating expenses, and loan information. Discussions and meetings with engineers, lawyers, and Board Members.	29,500.00
<hr/>	
<b>Balance Due</b>	<b>\$29,500.00</b>

EFFECTIVE NOVEMBER 01, 1999 ALL INVOICES OVER 30 DAYS PAST  
DUE WILL BE SUBJECT TO INTEREST OF 18%.


**Region VII Planning and Development Council**

PO Box 849  
Buckhannon, WV 26201

# Invoice

Date	Invoice #
3/31/2024	495-3

Bill To
495 Mt. Hope Water Mt. Hope Water Association 1925 Tallmansville Rd Buckhannon, WV 26201

P.O. No.	Terms	Project

Class	Description	Hours	Rate	Amount
495 Mt. Hope Water	Project Administration Services Invoice For the Period of: 01/01/2024 - 03/31/2024		0.00	0.00
495 Mt. Hope Water	Personnel		675.37	675.37
495 Mt. Hope Water	Fringe Benefits		266.33	266.33
495 Mt. Hope Water	Travel		5.36	5.36
495 Mt. Hope Water	Telephone		0.00	0.00
495 Mt. Hope Water	Postage		0.00	0.00
495 Mt. Hope Water	Supplies		0.00	0.00
495 Mt. Hope Water	Indirect Costs		736.72	736.72
			0.00	1,683.78
			<b>Total</b>	\$1,683.78





TRAVEL LOG REPORT  
MARCH 2024

Date	Driver	Origin	Destination	Travel Purpose	Start	Finish	Mileage	Mileage Cost
3/5/2024	CLW	BUCKHANNON OFFICE	TALLMANSVILLE	BID OPENING	29,734	29,742	8	\$5.36

Mt. Hope Water Association Water System Improvement Project  
IJDC Project #2023W-2372  
Upshur County Commission ARPA Project Report  
April 29, 2024

The preliminary engineering report (PER) was completed and subsequently submitted as part of the application to the WV Infrastructure & Jobs Development Council (IJDC) on May 1, 2023.

IJDC approved the application and proposed funding during its meeting on July 5, 2023.

Hornor Brothers Engineers has completed the project design (plans and specifications) and submitted permitting applications to regulating agencies.

Permits from all regulatory agencies have been received:

Agency	Date
WV SHPO	August 11, 2023
Bureau for Public Health	August 30, 2023
WV Dept of Highways	October 17, 2023

The request for binding commitment of IJDC funds was approved on August 29, 2023.

The WV Public Service Commission case, requesting a project specific rate increase, was filed on September 15, 2023, and the Certificate of Need and Necessity (approval) was received on December 18, 2023. The rate increase will fund the debt payment associated with the project. As required by WVPSC, Mt. Hope Water Association advertised and mailed notices for the rate increase associated with the project to all customers on 10/6/23, in advance of their annual meeting on 10/16/23.

Bid Authorization was received from IJDC on February 5, 2024. Bids were advertised in the Record Delta and Exponent Telegram, sent to the Contractors Association of WV, and notices were sent directly to a list of area contractors Hornor Brothers maintains. A non-mandatory pre-bid meeting was held on February 20<sup>th</sup> at 10 am in the Association's Office. Six contractors attended the meeting. Final Addendum's to the bids were issued on February 27<sup>th</sup> and bids were opened at the Association Office on March 5<sup>th</sup> at 3 pm. A.J. Burk was the low bidder for Contract 1 and Mid Atlantic Storage Systems was the low bidder for Contract 2. A pre-closing meeting was held on April 29<sup>th</sup> at the Association's Office and an official closing and contract signing will take place on May 8<sup>th</sup>. We expect to exceed our target schedule with construction beginning by June 1, 2024, if not before.

Progress meetings will be held monthly on the third Thursday at 3 pm at the Association Office. Meetings are open to the public if Commissioners or a representative would like to attend.

This request for payment represents pre-closing professional fees.

**STATE OF WEST VIRGINIA:**

In the Office of the Clerk of the Upshur County Commission, in vacation of said Commission, May 6, 2024.

It appearing to the Clerk that it has been less than two months since the death of Edwin Junior Bennett, deceased, a married but separated man with no known Last Will and Testament. Edwin Lee Bennett, heir of Edwin Junior Bennett requests that J. Michael Coffman, Sheriff of Upshur County who is also the Court Appointed Conservator of Edwin Junior Bennett, deceased, be appointed to serve as the Administrator of the Estate of Edwin Junior Bennett, deceased. Therefore, it is hereby requested that the Sheriff of Upshur County serve as Administrator of the Estate of Edwin Junior Bennett, late, a resident of Union District, Upshur County, West Virginia.

TESTE: , CLERK

This communication is to certify that BUCKHANNON TOWING INC, of 103 UPPERCUT ST, BUCKHANNON, WV 26201-8998 is not presently in good standing with the Motor Carrier Section of the West Virginia Public Service Commission as a for-hire towing company for the 2023-24 registration year, as required by West Virginia Code 24A-6-6 and 24-6-12.

REASONS: Carrier has no active insurance on file with our office.

This carrier may not operate as a for-hire towing company until the reason(s) listed above are corrected, and they are returned to good standing with the West Virginia Public Service Commission.

Sincerely,

Amy Watson  
Motor Carrier Section  
Transportation Division



## **BENNETT SURVEYING**

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**11 GREEN STREET  
PO BOX 127  
BUCKHANNON, WV 26201  
PHONE: (304) 472-0817  
1-800-427-9359  
FAX: (304) 472-0469**

**[bennettsurveying@aol.com](mailto:bennettsurveying@aol.com)**

April 30, 2024

TO: Upshur County Commission  
38 W. Main St.  
Buckhannon, WV 26201

We will be performing a survey of property owned by Ellamore Volunteer Fire Dept. situate on Tax Map 9J, Parcels 19 & 20 in Union District, Upshur County, West Virginia. Tax assessment records indicate that you may share a common boundary with the aforesaid property.

To insure a complete and accurate survey, we would appreciate a copy of any **UNRECORDED** documents such as plats, old deeds, survey notes, reports, and so on that you feel would help re-establish the boundary of your property. We will reimburse you for any reasonable costs.

If you would like to show us any boundary markers or other objects that you feel would help establish the common boundary, a meeting at a date and time convenient to you can be arranged.

If you are having your property surveyed, please let me know or have your surveyor contact me.



Seldom is the actual location of the common boundary known when we arrive at the site. We plan to spend considerable effort to gather all the relevant information to fix the common boundary location. Accordingly, we may have to go upon your property to take measurements from your other corners or place temporary survey markers to gather field information. If you do not want us to enter upon your property and use your other corner markers or place objects upon land to help locate the common boundary, please let me know.

During the survey, 60 penny nails will be used to mark survey points. These should not be confused with the actual corner or line monuments marking the common boundary you share with adjoining. Survey points and/or flagging, will probably **not** be placed on the boundary or represent a common corner. All corners will eventually be monumented or referenced by capped 5/8" rebar inscribed with the surveyor's name and license number (if not already monumented).

If you have any questions, please write to us at the above address or call. Your help is appreciated.

Sincerely  
Bennett Surveying

(2)



Good Morning Region VI Mayors, Commissioners and Board Members:

Our 2024-2028 Local "Business" Plan is now ready for review and public comment. You can find the plan on our website [www.regionviwv.org](http://www.regionviwv.org) under the Public Information Tab.

The public comment period will be open from May 6th, 2024 through May 18th, 2024. I encourage everyone to look at the plan as it is the framework for which our board will be operating on over the next few years. Any comments or questions can be directed to me by email: [mlarry@region6wv.org](mailto:mlarry@region6wv.org) through the end of the comment period. Hope everyone has a great week!

Maria Larry  
Executive Director  
Region VI Workforce Development Board  
17 Middletown Rd.  
White Hall, WV 26554  
304-368-9530  
304-816-3844  
Fax 304-368-9532



Region VI is an equal opportunity employer/program. Auxiliary aids and services are available upon request for individuals with disabilities.

If you have a hearing impairment and need assistance please call WV Relay 7-1-1



**STATE OF WEST VIRGINIA**  
**DEPARTMENT OF HOMELAND SECURITY**  
**DIVISION OF CORRECTIONS & REHABILITATION**



**WILLIAM K MARSHALL III**  
**COMMISSIONER**

**MARK A SORSAIA**  
**CABINET SECRETARY**

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Office of the Commissioner  
1409 Greenbrier Street  
Charleston, WV 25311  
304-558-2036 -- Telephone  
304-558-5367 -- Fax

OVERAGE RATE UPSHUR COUNTY  
38 WEST MAIN STREET, ROOM 302  
BUCKHANNON, WV 26201

**Invoice Number: 4124442E**

**Invoice Date: 5/2/2024 1:33:23 PM**

**Month of Service: April, 2024**

Pursuant to the provisions of W.Va. Code §15A-3-16, the Division of Corrections and Rehabilitation hereby provides you with a monthly statement of charges and costs of inmate maintenance and operational costs for Overage Rate Upshur County for the month of April, 2024. The costs per day for inmate maintenance and operation is in accordance with the provisions of W.Va. Code §15A-3-16.

Detailed information, including names of inmates and the number of days of inmate maintenance, to support the invoice is attached.

Month: April

Number of Inmate Days: 2,044

Per Diem Rate: \$65.38

Amount Due: April, 2024

**\$133,636.72**

This invoice amount is due and payable upon receipt.

Please Remit Payment to:  
WV Regional Jail and Correctional Facility Authority  
PO Box 40258  
Charleston, WV 25364

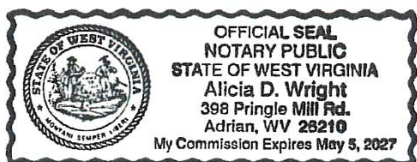
Please list the number of customers in each category. See next page for definition of categories.

	Water	Sewer	Totals
Residential	2,301		2,301
Commercial	80		80
Industrial	3		3
Public Authority			
Resale			
Totals	2,384		2,384

Signature of Authorized Representative

*Norma Woody*

I, Alicia D. Wright a Notary Public, in and for Upshur County,  
West Virginia, hereby certify that Norma Woody, authorized representative  
of Adrian Public Service District this 6 day of May,  
20 24, personally appeared before me in my said county and acknowledged his (her) signature.



My commission expires May 5, 2027

*Alicia D. Wright*  
(Notary Public)

Please mail completed form to: Water and Wastewater Division  
Public Service Commission of West Virginia  
P. O. Box 812  
Charleston, WV 25323

## UPSHUR COUNTY BUILDING &amp; FLOODPLAIN PERMITS

**APRIL 1, 2024 - APRIL 15, 2024**

					ESTIMATED	BUILDING	FLOODPLAIN	CHECK, CASH, COUNTY CLERK OR ONLINE		CONTRACTOR OR PROPERTY	
DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	PROJECT COST	PERMIT PAID	PERMIT PAID		DESCRIPTION OF PROJECT	OWNER	FLOODPLAIN
4/1/2024	9407	5271	SHREVE, ALAN (CHURCH)	1952 BRUSHY FORK RD, BUCKHANNON, WV 26201	\$1,600.00	\$15.00		OL	1 REPLACEMENT WINDOW	WINDOW WORLD OF FAIRMONT, 36 SWEEPS RUN RD, FAIRMONT, WV 26554	
4/1/2024	9408	12836	LINGER, DAVID	1468 SHAWNEE DR, BUCKHANNON, WV 26201	\$5,795.00	\$15.00		OL	8 REPLACEMENT WINDOWS	WINDOW WORLD OF FAIRMONT, 36 SWEEPS RUN RD, FAIRMONT, WV 26554	
4/1/2024	9409	7163	WALTON, MARILYN	144 PINE LN, BUCKHANNON, WV 26201	\$10,460.00	\$15.00		CHECK	12 REPLACEMENT WINDOWS	WINDOW WORLD OF FAIRMONT, 36 SWEEPS RUN RD, FAIRMONT, WV 26554	
4/1/2024	9410	NEW	DEBNAR, MATTHEW	237 BEECH ROAD, WEIRTON, WV 26062	\$2,000.00	\$15.00		CHECK	10' X 20' STORAGE SHED AND 5TH WHEEL CAMPER	SELF	
4/3/2024	9411	NEW	BLACK, EMILY	330 BULLDOG DRIVE, CAMDEN, WV 26338	\$137,000.00	\$15.00		OL	1,475 SQ FT MODULAR HOME	CLAYTON HOMES INC, PO BOX 4098, MARYVILLE, TN 37802	
4/3/2024	9412	6180	BURR, KAYLA	6 HYES DR, FRENCH CREEK, WV 26218	\$1,000.00	\$15.00		CC	NEW SHINGLE ROOF	SELF	
4/5/2024	9413	10494	CLUTTER FUNERAL AND CREMATION	21 ELNORA CIR, BUCKHANNON, WV 26201	\$6,400.00	\$15.00		OL	STAIRS FROM CLUTTER DRIVEWAY TO WENDLING'S PARKING LOT	RINEHARTS CONSTR LLC, PO BOX 373, WESTON, WV 26452	
4/5/2024	9414	1835	RHODES, MIKE / RIVERBEND GOLF COURSE	591 EV UN BRETH ACRES RD, BUCKHANNON, WV 26201	\$3,000.00	\$15.00		CASH	TRIM; PAINTING; FLOORING	SELF	
4/5/2024	9415	80906	GRUBB, AARON	129 BACKFIELD DR, BUCKHANNON, WV 26201	\$10,000.00	\$15.00	\$225.00	CHECK	MOBILE HOME PLACEMENT	UNITED CONTRACTING INC, 7407 KESLING MILL RD, BUCKHANNON, WV 26201	FLOODPLAIN: E
4/5/2024	9416	1205	CASADA, PATRICK D	7 MOURNING DOVE LN, BUCKHANNON, WV 26201	\$5,000.00	\$15.00		CASH	17' X 20' ROOM ON TOP OF CELLAR AND CHICKEN COOP	SELF	
4/8/2024	9417	4010	SHREVE, ALAN L	2639 BRUSHY FORK RD, BUCKHANNON, WV 26201	\$6,000.00	\$15.00		CASH	1,165 SQ FT CONCRETE PAD FOR PATIO	SELF	
4/8/2024	9418	16679	COGAR, JEFFERY J	25 RICHWOOD ST, BUCKHANNON, WV 26201	\$5,000.00	\$15.00		OL	12' X 24' BUILDING (STORAGE)	SELF	
4/9/2024	9419	9702	WHITLOCK, NATASHA	4229 TALLMANSVILLE RD, BUCKHANNON, WV 26201	\$1,500.00	\$15.00		CHECK	336 SQ FT SUBFLOOR REPLACEMENT; REPLACE PORCH; REMODEL BATHROOM;	SELF	
4/9/2024	9420	5663	ALKIRE, DALLAS & ALICE	24 MAGNUM LN, BUCKHANNON, WV 26201	\$4,015.00	\$15.00		CHECK	5 NEW WINDOWS	WINDOW WORLD OF FAIRMONT, 36 SWEEPS RUN RD, FAIRMONT, WV 26554	
4/10/2024	9421	8206	HUMPHREY, HAROLD	49 CLEVELAND AVE, BUCKHANNON, WV 26201	\$30,000.00	\$15.00		CASH	30' X 40' GARAGE	SELF	
4/10/2024	9422	8206	HUMPHREY, HAROLD	49 CLEVELAND AVE, BUCKHANNON, WV 26201	\$11,000.00	\$15.00		CASH	5TH WHEEL CAMPER	SELF	
4/10/2024	9423	NEW	MITCHELL, BRADLEY ALLEN	577 LEE GLASS RD, TALLMANSVILLE, WV 26237	\$30,000.00	\$15.00		CHECK	14' X 60' MOBILE HOME	SELF	
4/15/2024	9424	5892	HULL, JOSHUA	2693 SLAB CAMP RD, FRENCH CREEK, WV 26218	\$10,000.00	\$15.00		CHECK	SIDING; ROOF; PORCH; CHIMNEY; CLOSING IN GARAGE DOORS; SIDING AND ROOF ON OUTBUILDING	SELF	
					TOTAL	TOTAL	TOTAL				
					\$279,770.00	\$270.00	\$225.00				



**UPSHUR COUNTY BUILDING & FLOODPLAIN PERMITS**  
**APRIL 16, 2024 - APRIL 30, 2024**

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	BUILDING PERMIT PAID	FLOODPLAIN PERMIT PAID	CHECK, CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	FLOODPLAIN
4/16/2024	9425	4960	HAMLIN, JESSE	350 TILLMAN LN, BUCKHANNON, WV 26201	\$5,000.00	\$15.00		CASH	12' X 24' ADDITION AND FRONT PORCH WITH ROOF	SELF	
4/16/2024	9426	6602	HANIFAN, CAROLYN	2386 HICKORY FLAT RD, BUCKHANNON, WV 26201	\$3,715.00	\$15.00		CHECK	REPLACE THREE EXISTING WINDOWS AND ONE STORM DOOR	WINDOW WORLD OF FAIRMONT, 36 SWEEPS RUN RD, FAIRMONT, WV 26554	
4/16/2024	9427	NEW	LOUDIN, JOE AND PATTY	PO BOX 2404, BUCKHANNON, WV 26201	\$4,000.00	\$15.00	\$225.00	CHECK	16' X 70' CONCRETE PAD AND 24' X 16' PAVILION	SELF	FLOODPLAIN; CONDITIONAL
4/17/2024	9428	NEW	POLING, BRANDON	118 BEVINS DR, BUCKHANNON, WV 26201	\$130,000.00	\$15.00		CHECK	28' X 64' DOUBLE WIDE	SELF	
4/17/2024	9429	7368	WILLIAMS, DOUGLAS E	1154 TALLMANSVILLE RD, BUCKHANNON, WV 26201	\$20,000.00	\$15.00		CC	10' X 38' ROOFED FRONT PORCH AFTER REMOVING 5' X 8' STOOP; RE-ROOF HOUSE; SIDING ON GARAGE	SELF	
4/17/2024	9430	10497	LOYAL ORDER OF MOOSE LODGE 598	879 RT 20 SOUTH RD, BUCKHANNON, WV 26201	\$33,000.00	\$15.00		CC	BACK HALL RENOVATIONS; ADD A SINGLE DOOR EXIT; BUILD BAR, STORAGE AREA, AND CLOSET STORAGE	SELF	
4/17/2024	9431	438	HARPER, RONALD AND HOPE	245 LIGGETT ADDITION RD, BUCKHANNON, WV 26201	\$6,000.00	\$15.00		CASH	METAL ROOF	SELF	
4/16/2024	9432	517	KIMBLE, SANDRA	258 WABASH AVE, BUCKHANNON, WV 26201	\$14,000.00	\$15.00		CHECK	ROOF REPLACEMENT		
4/22/2024	9433	5626	LANHAM, DIANE	3357 BRUSHY FORK RD, BUCKHANNON, WV 26201	\$10,000.00	\$15.00		OL	14' X 24' STORAGE BUILDING	SELF	
4/23/2024	9434	NEW	TURANSKY, FRANK J III	110 SEMINOLE TRL, BUCKHANNON, WV 26201	\$75,000.00	\$15.00		CASH	NEW HOUSE	SELF	
4/24/2024	9435	8151	LAYFIELD, SIMEON	42 WOLFE RIDGE DR, BUCKHANNON, WV 26201	\$12,204.00	\$15.00		CHECK	REPLACE EXISTING SHOWER BASE WITH ACRYLIC SHOWER BASE AND SURROUND WALL	OHIO BATH SOLUTION, DBA BATH FITTER, 542 INDUSTRIAL DR, LEWISBERRY, PA 17339	FLOODPLAIN; ALL INSIDE WORK
4/24/2024	9436	NEW	PARADIS, WILLARD	PO BOX 358, BUCKHANNON, WV 26201	\$169,000.00	\$15.00		CASH	MODULAR HOME	CMH HOMES INC DBA CLAYTON HOMES, PO BOX 4098, MARYVILLE, TN 37802	
4/24/2024	9437	NEW	BURNSIDE, JONATHON	403 MACEDONIA RD, BUCKHANNON, WV 26201	\$250,000.00	\$15.00		CHECK	DOUBLE WIDE HOME; PORCHES, BUILDINGS, FENCE	CMH HOMES INC DBA CLAYTON HOMES, PO BOX 4098, MARYVILLE, TN 37802	
4/25/2024	9438	7464	HULL, MARY	4738 TALLMANSVILLE RD, BUCKHANNON, WV 26201	\$10,000.00	\$15.00		OL	METAL BUILDING (STORAGE)	SELF	
4/25/2024	9439	NEW	SMITH-REGER LLC	55 BOGGESS ST, BUCKHANNON, WV 26201	\$450,000.00	\$15.00		CHECK	1,885.5 SQ FT NEW HOME WITH BASEMENT AND GARAGE	SUPERIOR CONTRACTING SERVICES, 55 BOGGESS ST, BUCKHANNON, WV 26201	
4/25/2024	9440	36	HUFFMAN, JANICE	313 BUCKHANNON MTN RD, BUCKHANNON, WV 26201	\$5,000.00	\$15.00		CHECK	REMODEL AND NEW WINDOWS	SELF	

**UPSHUR COUNTY BUILDING & FLOODPLAIN PERMITS (continued)**  
**APRIL 16, 2024 - APRIL 30, 2024**

DATE ISSUED	PERMIT NUMBER	UID NUMBER	APPLICANT NAME	APPLICANT ADDRESS	ESTIMATED PROJECT COST	BUILDING PERMIT PAID	FLOODPLAIN PERMIT PAID	CHECK, CASH, COUNTY CLERK OR ONLINE	DESCRIPTION OF PROJECT	CONTRACTOR OR PROPERTY OWNER	FLOODPLAIN
4/25/2024	9441	1346	CURRY, MICHAEL W	P.O. BOX 685, BUCKHANNON, WV 26201	\$7,000.00	\$15.00		CASH	18' X 20' STORAGE BUILDING	SELF	
4/29/2024	9442	1071	RIFFLE, JAMES W II	P.O. BOX 1073, BUCKHANNON, WV 26201	\$15,636.06	\$15.00		CASH	48' X 41' X 13.9' BUILDING WITH ROOF	RIVAS GENERAL CONTRACTING LLC, 628 ROMIE SNOW RD, DOBSON, NC 27017	
4/29/2024	9443	11822	FAIRVIEW UNITED METHODIST CHURCH	1123 BURNT BRIDGE RD, BUCKHANNON, WV 26201	\$4,295.00	\$15.00		OL	INSTALLATION OF STAIRLIFT ON EXTERIOR CHURCH STEPS	ACORN STAIRLIFTS, INC, 7001 LAKE ELLENOR DRIVE, ORLANDO, FL	
4/29/2024	9444	NEW	WALTON, GARRY	19333 RT 20 SOUTH RD, KANAWHA HEAD, WV 26228	\$3,000.00	\$15.00		CASH	10' X 30' ONE BEDROOM HUNTING CAMP	SELF	
4/29/2024	9445	1211	RILEY, JOHNNY	806 TETER CROSSING RD, BUCKHANNON, WV 26201	\$4,000.00	\$15.00		OL	12' X 32' BEDROOM AND LAUNDRY ROOM	SELF	
4/29/2024	9446	80466	MCDANIELS, GLENN	877 SHAWNEE DR, BUCKHANNON, WV 26201	\$2,200.00	\$15.00		OL	16' X 28' CARPORT	SELF	
4/29/2024	9447	81503	FISHER, JENNIFER	225 GAINES RD, ROCK CAVE, WV 26234	\$10,500.00	\$15.00		CHECK	12' X 30' CARPORT AND 30' 4" X 14' STORAGE ROOM	SELF	
4/29/2024	9448	11092	RILEY, GEORGE	1888 BRUSHY FORK RD, BUCKHANNON, WV 26201	\$4,000.00	\$15.00		CC	RE-ROOFING - NEW SHINGLES	SELF	
4/29/2024	9449	NEW	BARTON, HAYWARD	528 GAINES RD, ROCK CAVE, WV 26234	\$2,000.00	\$15.00		CASH	CAMPER FOR RESIDENCE	SELF	
4/30/2024	9450	12019	GOODWIN, DONNA	2351 PERRY RD, BUCKHANNON, WV 26201	\$15,000.00	\$15.00		CASH	24' X 28' GARAGE	SELF	
					<b>TOTAL</b>	<b>TOTAL</b>	<b>TOTAL</b>				
					<b>\$1,264,550.06</b>	<b>\$390.00</b>	<b>\$225.00</b>				
					<b>GRAND PROJECT TOTAL</b>	<b>GRAND BP TOTAL</b>	<b>GRAND FP TOTAL</b>				
					<b>\$1,544,320.06</b>	<b>\$660.00</b>	<b>\$450.00</b>				



# **Rabies Vaccine Clinic**



Foster Feed in Weston  
May 25th 2024  
1-3pm

**Rabies Vaccine - \$10**

**Microchipping - \$15**

**Nail Trim - \$7**

**Other Shots Available**

**CASH ONLY PLEASE**

**Hosted by Lewis Upshur Animal Control  
Facility and Lewis Mobile Veterinary  
Services**





**City Council of Buckhannon  
Notification of Meeting Schedule  
June-July 2024:**

- **Thursday, June 6, 2024      7:00 pm**
- **Tuesday, June 18, 2024      7:00 pm**  
(Due to Holiday on June 20<sup>th</sup>)
- **Thursday, July 11, 2024      7:00 pm**  
(Due to Holiday Merge July 4<sup>th</sup> & July 18<sup>th</sup> )

Posted 05/03/24



## ELKINS ROAD PUBLIC SERVICE DISTRICT Agenda

<b>Meeting</b>	Regular Monthly Meeting	<b>Start Time</b>	5:00 PM
<b>Date</b>	Tuesday, May 7, 2024	<b>Place</b>	P.S.D. Office 133 Fallen Road, Buckhannon

---

Meeting Called to Order by Chairperson	5:00 PM
Pledge of Allegiance	
Roll Call Introduce Board of Directors	
Chair/Treasurer-Carey Wagner, Secretary-David Burr, Board Member-Wendell Grose	
Introduce Office Staff - Office Manager, Carolyn Douglas; Billing Clerk - Linzy Wilson;	
System Operator-David Wamsley	
Recognize Current Customers	
Approval of Minutes -April 2, 2024 Regular Monthly Meeting	<b>Vote</b>
Treasurer Report/Payment of Bills for May/bal of April Invoices	<b>Vote</b>

### ITEMS FOR DISCUSSION

<b>June Meeting</b>	<b>Vote</b>
Ask to reschedule from June 4th to June 11th	

<b>WV CoRP Renewal 2024 - 2025</b>	<b>Vote</b>
Review and approve renewal	

<b>Loudin Development - Upper Childers Run Rd</b>	<b>Vote</b>
Pressure findings & recommendations from CTG	

### Loudin MHP Update

<b>Phase III Extension Project Update</b>	<b>Vote</b>
Project Underruns & Proposed Use	
Change Orders	
GIS of System -Agreement Signed 4/4/23	
Progress Reports & Discussion	

**Maintenance Report**

- Maintenance Issues
- Progress on mowing/weedeating
- Ditch @ Main Pump Station

**Date & Time of June 2024 Meeting - Tuesday, June 11, 2024 @ 5:00 pm**

**June Planning: Update on Storage Bldg (ramp/shelves etc); Budget 2024-2025; GIS w/R7;Lead/Copper Update**

<b>Adjournment</b>	<b>Vote</b>
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*Anyone wishing to address the Board that is not on the agenda will be addressed at the end of the meeting or as time permits in between other items on agenda. Please ask to be added so we can be sure to address you. Thank you for your patience!!!! ☺)*



UPSHUR COUNTY SAFE STRUCTURES AND SITES  
ENFORCEMENT BOARD

**Meeting Agenda**

Upshur County Administrative Annex

Thursday, May 9, 2024

3:00 p.m.

\*\*\*\*\*

- I. Call meeting to order
- II. Recognition of Guests
- III. Public Comment
- IV. Approval of previous meeting(s) minutes
  - April 11, 2024
- VI. Report and/or action on Pending Cases
  - 121322-01 (Tenney)
  - 060823-01 (Sipe)
  - 101223-01 (Rowland)
  - 101223-04 (Robinson)
  - 101223-05 (Hasaflook)
  - 110923-01 (Kenny)
  - 121423-01 (Grose)
  - 011124-02 (Bevins)
  - 020824-03 (Cutright)
  - 021324-01 (Chapman)
  - 041124-01 (Kent Street)
  - 041124-02 (Rock Cave)
  - 041124-03 (Logan's Lane)
- VII. Consider requests to establish new cases that were received on or before 5/6/2024.
- VIII. Adjournment

The next Safe Structures & Sites Board Meeting will be held on Thursday, June 13, 2024 beginning at 3:00 p.m. at the Upshur County Administrative Annex, 91 West Main Street, Suite 101, Buckhannon, WV.





***Special Session of City Council of Buckhannon  
9:00 A.M. in Council Chambers  
Meeting Agenda for Tuesday, May 21, 2024***

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- A. Call to Order**
  - A.1 Moment of Silence**
  - A.2 Pledge to the Flag of the United States of America**
- B. Executive Session Per WV Code § 6-9A-4**
  - B.1 Interview Candidates for Possible Hire of Probationary Police Officer(s)**
- C. Strategic Issues for Discussion and/or Vote**
  - C.1 After Executive Session: Possible Hire of Probationary Police Officer(s)**
- D. Adjournment**

Posted 05/03/2024



**Adrian Public Service District**  
**April 4, 2024**  
 Monthly Board Meeting

Present from Adrian PSD: **Paul Spencer**, Chairman; **Carolyn Douglas**, Vice Chairman ; **Kelly Arnold**, Sec./Treas.; **Eric Brunn**, Chief Water Operator; **Norma Woody**, Manager and **Alicia Wright**, Assistant Manager.

All motions were unanimous unless otherwise noted.

Visitor **Martin Christ**, **DEP Water & Sewer Conservation** with presentation concerning Bull Run request for proposal.

The meeting was called to order at 3:00 pm by Paul Spencer, Chairman.

**Minutes** of the **March 7, 2024 Board meeting** were read. Paul made a motion to approve the minutes and Carolyn seconded. Motion carried.

**Minutes** of the **March 20, 2024 Project meeting** were read. Paul made a motion to approve the minutes and Carolyn seconded. Motion carried.

**Invoices/credit card statement** were presented. A motion was made to pay by Kelly, seconded by Paul. Motion carried.

**Old Business**

- None

**New Business**

- None

**Items for Discussion/Action/Approval**

- Norma presented the board with **2024-2024 Budget** for approval. Paul made a motion to approve, and Kelly seconded that motion. Motion carried.
- Norma presented the board with a copy of completed **2023 Tetrick & Bartlett WV State Single Audit** for review.
- Norma prepared a copy of **Bad Debt 2024** for the boards review.
- Norma updated the board with results from **UCMR5/PFAS sampling**. A copy was also sent to Jerry Myers and Kelly Arnold with the City of Buckhannon for review.

**Maintenance Report**

- Repaired service leak.
- Installed two new services.
- Three services to install.
- EFI Booster Station startups.
- CITCO installing telemetry in Pickens.
- 1,300 feet of waterline tested from Pickens tank to Pickens.
- PRV at Pickens adjusted.
- Need Bacteria samples taken at Pickens.

**Office Report**

- None

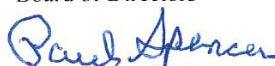
**Adjournment**

The meeting adjourned at 4:00 pm.

The next board meeting will be **May 2, 2024 at 3:00 pm**.

The next project meeting will be **April 17, 2024 at 3:00 pm**.

Board of Directors

  
 Paul Spencer, Chairman

  
 Carolyn Douglas, Vice Chairman

  
 Kelly Arnold, Sec., Treas.

**Adrian Public Service District**  
**April 17, 2024**  
 Phase VIII Project Meeting

Present from Adrian PSD: *Carolyn Douglas, Vice Chairman; Kelly Arnold, Sec./Treasurer; Paul Spencer, Chairman; Eric Brunn, Chief Water Operator and Norma Woody, Manager.*

Visitors: *Trey Hornor, P.E. President Hornor Brothers Engineering*  
*Carry Wallace, Program Coordinator, Region VII*  
*Stacy Karickhoff, Area Specialist/Rural Development/USDA*  
*Doug Heater, Superintendent, Pro Contracting*  
*Casey Karn, Project Manager, Mid-Atlantic Storage Systems via phone*

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:00 pm by Chairman, Paul Spencer.

**Items for Discussion/Action/Approval**

- Trey Hornor, Hornor Brothers Engineering reviewed progress and status of construction (**94.9% complete as of March 31, 2024**). Indian Camp complete, Get Out Rd complete, Frenchton Rd complete, Freemans Rd complete, Little Trace Run Rd complete, Holly Grove Rd complete, Alexander Rd complete, Route 20 complete, Eden Rd/Gaines complete, Metzner Hollow Rd complete, Karlen Rd complete, Helvetia to Pickens complete, Metzner Hollow pump station installed, Helvetia pump station installed, Pickens Tank and Helvetia Tank installed. Upgraded booster pump stations at Hinkleville, Hoovertown and Carter. All lines complete to Pickens. Health Clinic Booster Station installed and operational. Waterline tested and filled Helvetia Tank. Power installed at Pickens Tank, Helvetia Tank and Metzner Booster Station. Pickens waterlines tested and Bacteria sampled. Woodford hooking up generators next week. Fencing, site grading, and Telemetry still necessary for completion.
- **Contract 1-Pro Contracting reached Substantial Completion on December 8, 2023. One year warranty begins on December 8, 2023.**
- Norma requested approval of **Resolution No. 16 of the Phase VIII water extension project**. Paul made a motion to approve, and Kelly seconded the motion. Motion carried.
- Norma requested approval of **Adverse Weather Day calculation sheets for Phase VIII water extension project**. Contract 1 (0 days); Contract 2 (0 days) ; Contract 3 (0 days). Carolyn made the motion to approve, and Paul seconded the motion. Motion carried.

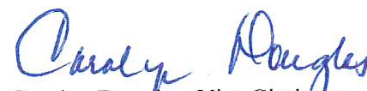
**Adjournment**

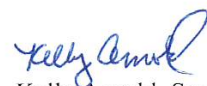
The meeting adjourned at 4:00 pm.

Next board meeting will be **May 2, 2024 at 3:00 pm**. Next  
 project meeting will be **May 15, 2024 at 3:00 pm**.

Board of Directors

  
 Paul Spencer, Chairman

  
 Carolyn Douglas, Vice Chairman

  
 Kelly Arnold, Sec., Treas.