

# COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue  
Weston WV 26452  
Phone:( 304)269-8200  
FAX: (304)269-2416  
Email:lewiscountycommission@lewiscountywv.org  
Website: lewiscountywv.org



**COMMISSIONERS:**  
Bobby Stewart, President  
Agnes Queen, Commissioner  
Rod Wyman, Commissioner

**LEWIS COUNTY COMMISSION  
110 CENTER AVENUE, 2ND FLOOR  
WESTON, WV 26452  
AMENDED MEETING AGENDA  
Tuesday, July 16, 2024**

## **SILENT MEDITATION AND PLEDGE OF ALLEGIANCE**

- 1. 10:00 AM**      **Call Meeting to Order** (*action required*)
- 2. 10:00 AM**      **John Breen, Lewis County Assessor**  
**RE:** Exonerations, Consolidations, Apportionments  
Draft copies will be available for review two business days prior to the meeting date. (*action required*)

## **APPOINTMENTS**

**No Appointments Scheduled**

## **CORRESPONDENCE**

- 3. Upshur County Commission Meeting Agenda:** The July 11, 2024 Upshur County Commission meeting agenda is presented for review. (*information only*)
- 4. State of West Virginia Division of Corrections & Rehabilitation:** The Regional Jail invoice for the Month of June 2024 in the amount of \$38,181.92 is presented for review. The invoice amount for May 2024 was \$40,666.36. The invoice amount for June 2023 was \$47,381.50. As of June 30, 2024 Lewis County has been billed for 10,126 jail beds during fiscal year 2024. The County rate had increased to the highest daily rate in the amount of \$65.38 during fiscal year 2024. The County rate will decrease to \$43.58 due to the beginning of the new fiscal year beginning July 1, 2024. (*information only*)
- 5. Secretary of the Interior, Washington:** The Department of the Interior issued payments under the Payments in Lieu of Taxes (PILT) program. The PILT program compensates eligible local jurisdictions for Federal lands administered by agencies within the Department and on behalf of the U.S. Forest Service and the U. S. Army Corps of Engineers. For 2024 Lewis County is receiving a PILT payment of \$68,401.00. The amount Lewis County received for 2023 was \$64,314.00. (*information only*)
- 6. Lewis County Sheriff's Monthly Mileage Report:** The June 2024 Sheriff's Mileage Report is presented for review. (*information only*)

7. **Lewis County Sheriff's Monthly Financial Report:** The June 2024 Sheriff's Monthly Financial Report is presented for review. The May 2024, and the June 2023 statements are also included for review. *(information only)*
8. **Board(s) and Committee(s) Reports:** Commissioners will give reports on any board(s) or committee(s) meeting attended including: Lewis County Foundation Board, Lewis County Planning Commission, Special Meeting Coal Severance, Lewis County Fire Association etc.

## **BUSINESS**

9. **Lewis -Gilmer E-911 Center Change Order Number 006:** The Change Order dated June 17, 2024 for Silling Associates, Inc. and Danhill Construction Company is presented for review and approval. *(action required)*
10. **Lewis-Gilmer E-911 Center Requisition Number 13 for Pay Application Number 7:** The requisition for Silling Associates, Inc. and Danhill Construction Company in the amount of \$413,351.77 is presented for review and approval. *(action required)*
11. **Office of Emergency Management Purchase Request:** Office of Emergency Management Director, James Gum, requests authorization to purchase radio console equipment for the new E-911 Center from Unified Solutions in the amount of \$255,230.00. *(action required)*
12. **Annual Community Block Grant Annual Report:** The Annual Community Block Grant (CDBG) Section 3 Housing and Urban Development (HUD) Report for the Lewis County Phase I Water Project is presented for consideration. *(action required)*
13. **Weaver Roofing Proposal:** A proposal in the amount of \$15,380.00 from Weaver Roofing is presented for consideration. The scope of the work is to install underlayment over top existing shingles, install a new metal roof, remove window trim from dormers and install metal over the windows and sides of the dormers. This roof is for the Shop Building on High Street. *(action required)*
14. **WV State Auditor, John B. McCuskey:** An agreement for services to provide the audit for fiscal year 2022 is presented for consideration. *(action required)*
15. **Brownfields Grant Right of Entry Agreement:** The Right of Entry Agreement for the property located at 618 West Second Street, Weston, WV is presented for consideration. *(action required)*
16. **Executive Session Regarding Personnel:** Commission will enter into an Executive Session per WV Code 6-9a-4 to discuss personnel matters. *(action required)*
17. **Time Sheets, Leave Requests:** Joe Frazier Leave Request, Tina Helmick Time Sheet, Tina Helmick Leave Request

## **ACTIONS, ESTATE SETTLEMENTS, ORDERS AND PAYMENT OF EXPENDITURES:**

18. **Actions of the Clerk:** County Clerk Cynthia S. Rowan presents actions of the clerk in recess of the County Commission for approval. Draft copies will be available for review upon request two business days prior to the meeting date. *(action required)*
19. **Approval of Estates:** County Clerk Cynthia S. Rowan presents the estates ready for settlement to the Lewis County Commission for approval. Draft copies will be available for review upon request two business days prior to the meeting date. *(action required)*
20. **Presentation by the County Clerk of the Orders of Prior Meeting(s):** The Lewis County Clerk presents the Orders (minutes) of previous Lewis County Commission meeting(s) for approval. Draft

copies will be available for review upon request two business days prior to the meeting date. *(action required)*

**21. Expenses for the Current Period Presented for Consideration of Payment:** Draft copies will be available for review upon request two business days prior to the meeting date. *(action required)*

**ADJOURNMENT:**

**22. With no further action being required by the Lewis County Commission the meeting will be adjourned.** *(action required)*

**LEWIS COUNTY COMMISSION MEETING MANAGEMENT**

- Regular meeting agendas will be posted and available to the public before closure two (2) business days prior to the meeting date.
- Agenda matters to be reviewed and/or considered during the meeting are at the discretion of the Lewis County Commission.
- Appointments to speak with the county commission must be scheduled before 10 AM three (3) business days prior to the meeting. Appointments will be given a ten (10) minute time allowance.
- Agenda Items may require an executive session.
- Open discussion by Commission unless executive session is motioned per WV Code §6-9A-4.
- Input or recommendation from constitutional officers, staff or public that is not listed by name on the agenda will only be allowed if requested by the commission or required by statute.
- Those not scheduled on the agenda may sign up for public comment at a minimum fifteen (15) minutes prior to the start of the meeting. Public comment is limited to five (5) minutes per speaker.
- Motion required for consideration of vote.
- All votes unanimous unless otherwise stated.
- Roberts Rules of Order is utilized as a guide only. The Commission controls meeting management, discussion and input.
- Commissioners may participate and vote via conference call if two (2) commissioners are in attendance.

## Additional Notices

11:00 am	Brownfields Grant Update	July 16, 2024
1:00 pm	Work Session The purpose of this work session is to address the FY 2024 unencumbered budget and incorporate into the FY 2025 budget.	July 16, 2024

## 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: July 11, 2024
- 9:00 a.m. Moment of Silent Meditation --- Pledge of Allegiance  
Approval of Minutes:  
• June 27, 2024
- 9:15 a.m. Open, review, and potentially award bid for the Courthouse stair replacement project.
- 9:30 a.m. Lacy Ramsey, Executive Director of the Upshur County Convention and Visitor's Bureau – Annual Report
- 9:45 a.m. Upshur County Relay for Life, Chairperson Robin Oldaker - Presentation of Upshur County Relay for Life Proclamation

### Items for Discussion / Action / Approval:

1. Review and signature of correspondence from Jonathan Vickers, Assistant Director, Chief Inspector's Division of the WV State Auditor's Office, confirming services to be provided to the Upshur County Commission for the fiscal year ended June 30, 2023. The fee for the audit services will be \$39,060. \*
2. Approval and signature of the Management Representation Letter for the audit of financial statements for the period ending June 30, 2023. \*
3. Review and consider Requests for Bids and Minimum Vehicle Specifications for one full-size half-ton truck for the Upshur County Parks & Recreation Department. Sealed proposals must be received no later than 4:00 p.m. on August 7, 2024, at the Office of the Upshur County Commission located at 91 West Main Street, Suite 101. Bids received by the deadline will be publicly opened, reviewed, and read aloud by the Commission at 9:15 a.m. on Thursday, August 8, 2024. \*
4. Consider signing a Resolution to authorize the Upshur County Commission President to execute a form of Unanimous Consent of Shareholders in Lieu of Annual Meeting for the County Commission of Upshur County and Upshur County Development Authority who act as a joint development entity incorporated known as the Upshur County Development Association, Inc. The Form of Unanimous Consent also outlines the resignation of Robert N. Skinner, III, from the Board of Directors of the Corporation and names Brandon Tenney as Member of the Board. \*
5. Approval of a Request for Proposals for a Tennis Court Renovation Project at the Upshur County Recreational Park funded by a Land and Water Conservation Fund Grant. Mandatory pre-bid site visits will be held on Friday, July 26, 2024 at 9:00 am and Friday, August 2, 2024 at 9:00 am. Attendance during one of these visits is mandatory. Sealed bids must be received no later than 4:00 pm on Wednesday, August 14, 2024, at the Administrative Annex located at 91 W. Main Street, Suite 101. Proposals received by the deadline will be publicly opened, reviewed, and read aloud by the Commission at 9:15 am on Thursday, August 15, 2024. \*

6. Consider the Application for Community Use of Buildings, Equipment, and Grounds filed by Mimi Riffle, Upshur County Youth Livestock Board Member. This organization is requesting the use of the Youth Livestock Facility beginning July 29, 2024, through August 4, 2024, to conduct a youth livestock show and sale. A Certificate of Liability Insurance has been included with the request. \*
7. Approval and signature of a Victims of Crime Act (VOCA) Victim Assistance Grant Program Application requesting the sum of \$38,595.00 to be utilized in the Upshur County Prosecuting Attorney's Office. \*
8. Review and approval of an electronic submission of the Annual Petco Report for the year 2023. \*
9. Consider the request for a hearing by Betty Rowland, owner of property located in Washington Tax District – Tax Map 6G – Parcel Number 10, per the Upshur County Safe Structures and Sites Ordinance. \*
10. Approval and signature of Lease Agreement between Hart Office Solutions and the Upshur County Commission for a new copier to be located in the Commission Administrative Office Building. This lease will be billed monthly at \$91 per month for 36 months. All services and supplies will be billed monthly based on usage. \*
11. Correspondence from Susan England requesting appointment to the James W. Curry Library and Park Advisory Board. Upon approval, she will fill an unexpired term through December 31, 2025. \*
12. Consider the approval of Brandon Tenney, current Upshur County Development Authority Executive Director, to replace Robbie Skinner, former Executive Director, on the following Boards/Authorities:
  - a) Corridor H Authority\*
  - b) Upshur County Farmland Protection Board\*
13. Approval of Lyndon Reinking to volunteer within the Upshur County Department of Homeland Security & Emergency Management. \* [Under Separate Cover](#)
14. Approve the resignation of an employee, per the request of Cheyenne Troxell, Director of the 26<sup>th</sup> Judicial Circuit Community Corrections Program. \*  
*Item may lead to Executive Session per WV Code §6-9A-4 (A)* [Under Separate Cover](#)
15. 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. Correspondence from Tabatha R. Perry, County Administrator, notifying the Joint Committee on Government and Finance that Upshur County received less than \$10,000 of Coalbed Methane Gas Severance Tax in Fiscal Year 2024.
2. Public Notice regarding the review of an Order Adopting Enforcement Agency Findings for Case Number 060823-01 for property located in Buckhannon Tax District – Tax Map 3 – Parcel Number 45 on July 25, 2024, at 9:15 a.m. in room 301 of the Upshur County Courthouse Annex.
3. Freedom of Information Act (FOIA) request and fulfillment from Kristin Rowland regarding a Safe Structures and Sites Case.
4. Correspondence from Tabatha R. Perry, County Administrator, to Judge Kurt W. Hall requesting permission to process payment from the Worthless Check Fund for Magistrate Court Bailiff Services for fiscal year ending June 30, 2024. Bailiff services were provided to the Magistrate Court on two hundred twenty-six (226) days in FY 2024.

5. Letter from Chief Judge Kurt W. Hall to Joseph Armstrong, Administrative Director for the WV Supreme Court of Appeals, requesting approval of the expenditure of seven thousand nine hundred ten dollars (\$7,910) from the Upshur County Worthless Check Fund to cover the costs of bailiff services for the Upshur County Magistrate Court for FY 24.
6. Correspondence from Joseph M Armstrong, Administrative Director for the Supreme Court of Appeals of West Virginia, approving the request to use proceeds from the Worthless Check Fund in the amount of \$7,910 to help pay for the cost of bailiff services.
7. Correspondence from Samantha L. Woods, Deputy State Auditor, Chief Inspector Division of the Office of the State Auditor, enclosing the report on applying agreed-upon procedures of the Upshur County Magistrate Court for the period ending December 31, 2022. The report is available for public review in the Upshur County Commission Office.
8. Correspondence from the Department of Homeland Security – Division of Corrections & Rehabilitation providing the WV Regional Jail and Correctional Facility monthly invoice for Upshur County for June 2024. The invoice reflects 1,799 inmate days X \$65.38 per diem rate totaling \$117,618.62. The May 2024 invoice was \$123,764.34. This amount does not include credits and additional debits made during this period.
9. Schedule of Expenditures of Federal Awards for fiscal year ending June 30, 2024, as requested by the WV State Auditor Chief Inspector Division.
10. Upshur County Building & Floodplain Permits for June 2024.
11. Notification from Eastern Gas Transmission and Storage regarding safety information.
12. Upshur County E911 Communication Reports – June, 2024. [Under separate cover](#)
  - Monthly Department Summary Report
  - Monthly Wrecker Report
  - YTD Wrecker Report
13. Public Notices:
  - a) Newsletters and/or Event Notifications:
    - Battalion 1 Consultants Class July 20, 2024
  - b) Agendas and/or Notice of Meetings:
    - Elkins Road Public Service District July 2, 2024
    - Upshur County CVB July 10, 2024
    - City Council of Buckhannon July 11, 2024
    - Upshur County Safe Structures and Sites July 11, 2024
    - Upshur County Fire Board July 16, 2024
  - c) Meeting Minutes:
    - Upshur County Farmland Protection Board March 19, 2024
    - Elkins Road Public Service District June 11, 2024

**\*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.

14. 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  
July 25, 2024 --- 9:00 a.m.  
Upshur County Courthouse Annex  
The meeting scheduled for July 18, 2024 has been CANCELLED.

**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 LEWIS COUNTY  
PO BOX 466  
WESTON, WV 26452

**Invoice Number: 61240C2E**

**Invoice Date: 7/3/2024 12:41:43 PM**

**Month of Service: June, 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 Lewis County for the month of June, 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: June

Number of Inmate Days: 584

Per Diem Rate: \$65.38

Amount Due: June, 2024

\$38,181.92

This invoice amount is due and payable upon receipt.

Please Remit Payment to:  
WV Division of Corrections and Rehabilitation  
PO Box 40258  
Charleston, WV 25364





# United States Department of the Interior

OFFICE OF THE SECRETARY  
Washington, DC 20240

JUN 26 2024

LEWIS COUNTY  
110 Center Avenue  
Weston, WV 26452-1964

Dear County Official:

I am pleased to notify you that on June 26, 2024, the Department of the Interior (Department) issued payments under the Payments in Lieu of Taxes (PILT) program. The PILT program compensates eligible local jurisdictions for Federal lands administered by agencies within the Department and on behalf of the U.S. Forest Service and the U.S. Army Corps of Engineers. Local governments may use the PILT payments for any governmental purpose, including emergency response, public schools, and roads. Since local governments cannot tax Federal lands, annual PILT payments help to defray the costs associated with maintaining important community services.

The Payments in Lieu of Taxes Act, 31 U.S.C. 6901–6907, as amended, authorized the program. The PILT Act prescribes the formula used to compute the annual payments based on annually adjusted per-acre and population variables. Prior-year Federal payments under certain revenue-sharing programs, as reported annually by States, are deducted in formulating the payment amounts. A provision in the PILT Act provides temporary compensation for recent additions to the National Park System and National Forest Wilderness Areas.

The President signed the Consolidated Appropriations Act, 2024 (Public Law 118–42) on March 9, 2024, providing full funding for the 2024 PILT program. More than 1,900 local jurisdictions received a total of \$621.2 million in PILT payments this year.

For 2024, your county is receiving a PILT payment of \$68,401. If you provided current bank routing and account numbers to our Interior Business Center or to the System of Awards Management (SAM), an electronic funds transfer was posted to your account on or about June 26, 2024. If you did not receive a payment or require further information, please refer to [www.doi.gov/pilt](http://www.doi.gov/pilt). The website includes information on how to register in SAM to expedite receipt of future PILT payments. If you have any questions, please contact the PILT Program Manager, Ms. Dionna Kiernan, at [DOI\\_PILT@ios.doi.gov](mailto:DOI_PILT@ios.doi.gov) or 202–341–2066.

Sincerely,

Deb Haaland

## June 2024 MILEAGE REQUEST

UNIT LIC.

- 150 D. Gosa / Vin. A42305 / 1236 – 21 SUV 56236
- 151 M. Cayton / Vin. A42304 / 1235 – 21 SUV 51505
- 152 Z. Lopez / Vin. A18031 / 4105 – 20 SUV 38753  
4960
- 153 B. Hendershot / Vin. C19510 / 4913 – 23 SUV 2565
- 154 B. Newbrough / Vin. C20138 / 4912 – 23 SUV 6027
- 155 C. Matheny / Vin. B29979 / 3841 – 22 SUV 32734
- 156 M. Ayoob / Vin. A40308 / 2966 – 22 SUV 38003  
4961
- 157 D. Cooley / Vin. A48451 / 1241 – 22 SUV 34849
- 158 E. Linger / Vin. 106495 / 3930 – 18 INTERCEPTOR ACADEMY
- 159
- 160
- 161
- 170 C. Kirkpatrick / Vin. C62863 / 1234 – 20 SUV 38830

165 R. Bowman - 44794

171 T. Lafever / Vin. A42303 / 1696 – 20 SUV 27138

172 J. Johnmeyer / Vin. B04451 / 4220 – 21 SUV 55959

173 J. Jenkins / Vin. 572421 / 5YJ-355 - 17 JEEP 36206

174 R. Bush / Vin. 179324 / 4287 – 17 JEEP 38218

175 D. Cayton / Vin. 568479 / 6LB-698 – 17 JEEP 64247

1500 Dep. Reserves / Vin. 319897 / 3258 – 14 CHARGER 53193

1500 Dep. Reserves / Vin. 553134 / 1233 – 10 NITRO 78502

1500 Dep. Reserves / Vin. 553135 / 2726 – 11 NITRO 64421

Spare / Vin. 106494 / 3929 - 18 INTERCEPTOR 74670

Spare / Vin. A78623 / 3370 – 15 EXPLORER 115358

Spare / Vin. A18030 / 1232 – 20 EXPLORER 46746

Spare / Vin. 116126 / 1910 -13 INTERCEPTOR 117308

There have been a number of vehicle reassignments. Need actual mileage from each unit.

Thank You

Lewis County Financial Statement  
Month Ending- June 2024

Lewis County  
07/08/2024 @ 10:40:30 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	4,111,028.95	\$634,155.65	\$53,954.70	\$937,929.70	3,861,209.60
Coal Severance	62,308.16	\$143.39	\$0.00	\$54,000.00	8,451.55
General School	31,589.03	\$4,412.03	\$0.00	\$0.00	36,001.06
Magistrate Court	3,161.13	\$1,064.13	\$0.00	\$50.00	4,175.26
Worthless Check	12,446.35	\$78.72	\$0.00	\$0.00	12,525.07
Dog and Kennel	26,213.36	\$352.34	\$0.00	\$879.71	25,685.99
Home Detention	84,874.54	\$5,860.23	\$0.00	\$4,291.17	86,443.60
Emergency 911 Fund	3,880,334.25	\$34,346.13	\$0.00	\$227,477.33	3,687,203.05
Lewis County Aquatic Fund	575,255.70	\$1,323.87	\$0.00	\$0.00	576,579.57
Citizens Education	19,876.66	\$46.27	\$0.00	\$661.11	19,261.82
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$1,284.28	\$0.00	\$1,284.28	0.00
Sheriff Special Account-State	16,522.41	\$40.33	\$0.00	\$0.00	16,562.74
County Building	462,092.43	\$545.52	\$0.00	\$0.00	462,637.95
Board of Health	809,494.32	\$111,990.79	\$0.00	\$103,064.23	818,420.88
Tax Lien	146,845.33	\$0.00	\$0.00	\$97,253.92	49,591.41
Delinquent Nonentered	17,057.98	\$0.00	\$0.00	\$0.00	17,057.98
Concealed Weapons	51,869.15	\$518.42	\$0.00	\$0.00	52,387.57
Assessor Valuation	180,157.29	\$947.51	\$0.00	\$20,746.14	160,358.66
Voters Resistration	645.03	\$4.82	\$0.00	\$0.00	649.85
State Current	0.00	\$2.13	\$637.21	\$639.34	0.00
Criminal Charges	0.00	\$0.00	\$0.00	\$0.00	0.00
Court Reporter	0.00	\$99.13	\$0.00	\$99.13	0.00
State Police	25.00	\$250.00	\$0.00	\$275.00	0.00
Vehicle License - DMV	0.00	\$33,620.24	\$0.00	\$33,620.24	0.00
State Fines	0.00	\$450.00	\$0.00	\$450.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	584.50	\$686.50	\$0.00	\$580.00	691.00
General Current Expenses	0.00	\$14,426.40	\$49,493.99	\$63,920.39	0.00
Excess Levy	0.00	\$7,679.60	\$26,323.21	\$34,002.81	0.00
Weston Current	0.00	\$32.35	\$9,683.12	\$9,715.47	0.00
Jane Lew Current	0.00	\$0.65	\$195.61	\$196.26	0.00
County Clerk Election Administration	4,495.95	\$418.31	\$0.00	\$0.00	4,914.26
County Clerk Real Property E-Record	4,495.95	\$418.31	\$0.00	\$0.00	4,914.26
LC Blueprint Community	45,633.70	\$0.00	\$0.00	\$134.98	45,498.72
Small Cities Blk Grant-Broadband	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Phase 1 Water Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E-911 Revenue Fund	\$0.00	\$30,973.77	\$0.00	\$30,973.77	0.00
E-911 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00
ARPA - PILT	\$134,476.53	\$309.48	\$0.00	\$0.00	134,786.01
American Rescue Plan	\$2,862,069.64	\$833.26	\$0.00	\$0.00	2,862,902.90
Certified to State	\$143,362.65	\$209,565.36	\$0.00	\$18,763.43	334,164.58
Opioid Settlement	\$279,529.12	\$643.30	\$0.00	\$0.00	280,172.42
County Fire Protection	\$48.03	\$0.11	\$0.00	\$0.00	48.14
EMS Salary Enhancement	\$79,753.34	\$183.54	\$0.00	\$0.00	79,936.88
Financial Stabilization	\$1,740,765.05	\$0.00	\$0.00	\$0.00	1,740,765.05
Totals	\$15,787,012.24	\$1,097,706.87	\$140,287.84	\$1,641,008.41	\$15,383,998.54

Balance in county depositories - End of Month	\$16,068,941.55	Bank Errors	
Less: Orders Outstanding	\$1,247,441.04	Bank Errors	
Add: Deposits in Transit	\$558,998.03		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or -)			
Total in county Depositories and Office	\$15,383,998.54	Bank Errors	
		Total	
		True Balance	\$15,383,998.54

I, D. Gosca, Sheriff of Lewis Co., West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of Lewis Co., West Virginia, for the month ending referenced above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories.

D. Gosca  
Sheriff & Treasurer, Lewis County

Difference

Dated and sworn to on this date.

7/8/2024

Lewis County Financial Statement  
Month Ending- May 2024

Printed: 04/30/24  
05/06/2024 @ 10:16:42 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	4,403,953.86	\$322,344.04	\$104,243.35	\$719,512.30	4,111,028.95
Coal Severance	62,149.81	\$158.35	\$0.00	\$0.00	62,308.16
General School	22,565.39	\$9,023.64	\$0.00	\$0.00	31,589.03
Magistrate Court	1,769.34	\$1,391.79	\$0.00	\$0.00	3,161.13
Worthless Check	12,402.65	\$43.70	\$0.00	\$0.00	12,446.35
Dog and Kennel	25,556.57	\$656.79	\$0.00	\$0.00	26,213.36
Home Detention	78,142.20	\$7,796.35	\$0.00	\$1,064.01	84,874.54
Emergency 911 Fund	3,799,034.47	\$217,107.69	\$0.00	\$135,807.91	3,880,334.25
Lewis County Aquatic Fund	573,784.56	\$1,461.97	\$9.17	\$0.00	575,255.70
Citizens Education	20,002.58	\$250.98	\$0.00	\$376.90	19,876.66
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$1,484.69	\$0.00	\$1,484.69	0.00
Sheriff Special Account-State	17,478.88	\$44.53	\$0.00	\$1,001.00	16,522.41
County Building	460,385.69	\$1,706.74	\$0.00	\$0.00	462,092.43
Board of Health	824,821.13	\$54,063.89	\$0.00	\$69,390.70	809,494.32
Tax Lien	146,845.33	\$0.00	\$0.00	\$0.00	146,845.33
Delinquent Nonentered	31,455.10	\$0.00	\$0.00	\$14,397.12	17,057.98
Concealed Weapons	52,805.65	\$714.50	\$0.00	\$1,651.00	51,869.15
Assessor Valuation	197,290.63	\$1,213.83	\$0.00	\$18,347.17	180,157.29
Voters Resistration	645.03	\$0.00	\$0.00	\$0.00	645.03
State Current	0.00	\$14.54	\$1,259.02	\$1,273.56	0.00
Criminal Charges	0.00	\$0.00	\$0.00	\$0.00	0.00
Court Reporter	0.00	\$25.00	\$0.00	\$25.00	0.00
State Police	0.00	\$725.00	\$0.00	\$700.00	25.00
Vehicle License - DMV	0.00	\$31,660.39	\$0.00	\$31,660.39	0.00
State Fines	0.00	\$503.00	\$0.00	\$503.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	497.50	\$580.00	\$0.00	\$493.00	584.50
General Current Expenses	0.00	\$17,041.34	\$130,211.98	\$147,253.32	0.00
Excess Levy	0.00	\$26,309.14	\$51,996.70	\$78,305.84	0.00
Weston Current	0.00	\$119.52	\$10,351.82	\$10,471.34	0.00
Jane Lew Current	0.00	\$5.69	\$493.22	\$498.91	0.00
County Clerk Election Administration	3,939.90	\$556.05	\$0.00	\$0.00	4,495.95
County Clerk Real Property E-Record	3,939.90	\$556.05	\$0.00	\$0.00	4,495.95
LC Blueprint Community	41,847.53	\$3,868.27	\$0.00	\$82.10	45,633.70
Small Cities Blk Grant-Broadband	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Phase 1 Water Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E-911 Revenue Fund	\$0.00	\$30,973.77	\$0.00	\$30,973.77	0.00
E-911 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00
ARPA - PILT	\$134,134.76	\$341.77	\$0.00	\$0.00	134,476.53
American Rescue Plan	\$2,861,149.45	\$920.19	\$0.00	\$0.00	2,862,069.64
Certified to State	\$138,419.23	\$4,943.42	\$0.00	\$0.00	143,362.65
Opioid Settlement	\$278,818.71	\$710.41	\$0.00	\$0.00	279,529.12
County Fire Protection	\$47.91	\$0.12	\$0.00	\$0.00	48.03
EMS Salary Enhancement	\$91,024.25	\$229.09	\$0.00	\$11,500.00	79,753.34
Financial Stabilization	\$1,740,765.05	\$0.00	\$0.00	\$0.00	1,740,765.05
Totals	\$16,025,673.77	\$739,546.24	\$298,565.26	\$1,276,773.03	\$15,787,012.24

Balance in county depositories - End of Month	\$16,342,951.44	Bank Errors	
Less: Orders Outstanding	\$826,475.25	Bank Errors	
Add: Deposits in Transit	\$267,036.05		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or -)			
Total in county Depositories and Office	\$15,787,012.24	Bank Errors	
		Total	
		True Balance	\$15,787,012.24

I, D. Gosa, Sheriff of Lewis Co. West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of Lewis Co. West Virginia, for the month ending referenced above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories.

D. B. Goodwin  
Sheriff & Treasurer, County

Dated and sworn to on this date.

Difference

Amended

Lewis County Financial Statement  
Month Ending- June 2023

Lewis County  
07/11/2023 @ 11:51:11 AM

	Beginning Balance	All Other Revenues	All Taxes Collected	Less: Orders Issued	Ending Balance
General County	4,199,125.94	\$497,954.94	\$44,179.45	\$823,927.60	3,917,332.73
Coal Severance	66,153.31	\$161.47	\$0.00	\$60,000.00	6,314.78
General School	42,043.70	\$6,657.75	\$0.00	\$0.00	48,701.45
Magistrate Court	1,861.59	\$1,680.19	\$0.00	\$1,689.00	1,852.78
Worthless Check	18,742.83	\$96.31	\$0.00	\$0.00	18,839.14
Dog and Kennel	6,794.14	\$69.90	\$0.00	\$516.23	6,347.81
Home Detention	21,923.09	\$5,961.17	\$0.00	\$1,417.50	26,466.76
Emergency 911 Fund	3,891,797.27	\$51,979.57	\$0.00	\$285,626.16	3,658,150.68
Lewis County Aquatic Fund	558,216.97	\$1,376.43	\$0.00	\$0.00	559,593.40
Citizens Education	19,308.86	\$548.57	\$0.00	\$33.36	19,824.07
Federal Equitable	0.71	\$0.00	\$0.00	\$0.00	0.71
Fire Fees	0.00	\$5,726.20	\$0.00	\$5,726.20	0.00
Sheriff Special Account-State	19,483.03	\$1,330.02	\$0.00	\$0.00	20,813.05
County Building	499,388.87	\$683.12	\$0.00	\$0.00	500,071.99
Board of Health	748,883.51	\$47,637.62	\$0.00	\$64,110.67	732,410.46
Tax Lien	162,492.41	\$0.00	\$0.00	\$8,860.50	153,631.91
Delinquent Nonentered	31,171.40	\$0.00	\$0.00	\$0.00	31,171.40
Concealed Weapons	48,964.80	\$601.66	\$0.00	\$80.00	49,486.46
Assessor Valuation	221,665.38	\$1,167.84	\$0.00	\$21,372.74	201,460.48
Voters Resistration	4,849.69	\$36.27	\$0.00	\$0.00	4,885.96
State Current	0.00	\$2.19	\$619.10	\$621.29	0.00
Criminal Charges	0.00	\$1,281.77	\$0.00	\$1,281.77	0.00
Court Reporter	0.00	\$105.00	\$0.00	\$105.00	0.00
State Police	0.00	\$465.00	\$0.00	\$465.00	0.00
Vehicle License - DMV	0.00	\$34,544.00	\$0.00	\$34,544.00	0.00
State Fines	0.00	\$1,585.00	\$0.00	\$1,585.00	0.00
Jury Fund	0.00	\$0.00	\$0.00	\$0.00	0.00
WV Deputies Fund	581.50	\$593.50	\$0.00	\$577.00	598.00
General Current Expenses	0.00	\$13,677.42	\$48,081.68	\$61,759.10	0.00
Excess Levy	0.00	\$7,224.86	\$26,177.97	\$33,402.83	0.00
Weston Current	0.00	\$13.26	\$3,755.84	\$3,769.10	0.00
Jane Lew Current	0.00	\$2.74	\$775.51	\$778.25	0.00
COVID-19 PANDEMIC	0.00	\$0.00	\$0.00	\$0.00	0.00
LC Blueprint Community	47,393.99	\$0.00	\$0.00	\$2,996.61	44,397.38
Small Cities Blk Grant-Broadband	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Phase 1 Water Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E-911 Revenue Fund	\$0.00	\$30,973.77	\$0.00	\$30,973.77	0.00
E-911 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Certified to State	\$235,688.79	\$581.15	\$0.00	\$9,721.44	226,548.50
ARPA - PILT	\$65,663.29	\$161.91	\$0.00	\$0.00	\$65,825.20
American Rescue Plan	\$2,841,234.68	\$7,005.78	\$0.00	\$45,000.00	2,803,240.46
Totals	\$13,753,429.75	\$721,886.38	\$123,589.55	\$1,500,940.12	\$13,097,965.56

Balance in county depositories - End of Month	\$13,614,268.34	Bank Errors	
Less: Orders Outstanding	\$668,217.78	Bank Errors	
Add: Deposits in Transit	\$148,415.00		
Cash in Office at End of Month	\$3,500.00		
Misc. Adjustments (+ or -)			
Total in county Depositories and Office	\$13,097,965.56	Bank Errors	
		Total	
		True Balance	\$13,097,965.56

I, D. Gosca, Sheriff of Lewis Co. West Virginia, do hereby certify that the foregoing is a true and correct statement of the finances of Lewis Co., West Virginia, for the month ending referenced above. The amount received, the amount distributed and the amount remaining in the Treasury and County Depositories.

[Signature]  
Sheriff & Treasurer, Lewis County  
7-11-2023

Difference

Dated and sworn to on this date.



# AIA® Document G701® – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Lewis-Gilmer 911 476 US Route 19 North Weston, WV 26452	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date:	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 006 Date: 06/17/2024
<b>OWNER:</b> <i>(Name and address)</i> County Commission of Lewis County 110 Center Avenue Weston, WV 26452	<b>ARCHITECT:</b> <i>(Name and address)</i> Silling Associates, Inc. 405 Capitol Street, Upper Atrium Charleston, WV 25301	<b>CONTRACTOR:</b> <i>(Name and address)</i> Danhill Construction Company PO Box 685 Gauley Bridge WV 25085

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

PCO #8, PCO #9, PCO #10 and Generator Estimate Correction - See attached documentation.


The original Contract Sum was	\$ 6,038,942.00
The net change by previously authorized Change Orders	\$ -43,595.74
The Contract Sum prior to this Change Order was	\$ 6,082,537.74
The Contract Sum will be increased by this Change Order in the amount of	\$ 21,158.89
The new Contract Sum including this Change Order will be	\$ 6,103,696.63

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Silling Associates, Inc. <b>ARCHITECT</b>	Danhill Construction Company <b>CONTRACTOR</b> <i>(Firm name)</i>	County Commission of Lewis County <b>OWNER</b> <i>(Firm name)</i>
		
<b>SIGNATURE</b>	<b>SIGNATURE</b>	<b>SIGNATURE</b>
Jeremy A. Jones, AIA <b>PRINTED NAME AND TITLE</b>	Robert D. Hill <b>PRINTED NAME AND TITLE</b>	
6.20.24 <b>DATE</b>	6-20-24 <b>DATE</b>	



# AIA® Document G701® – 2017

## Change Order

**PROJECT: (Name and address)**

Lewis-Gilmer 911  
476 US Route 19 North  
Weston, WV 26452

**CONTRACT INFORMATION:**

Contract For: General Construction  
Date:

**CHANGE ORDER INFORMATION:**

Change Order Number: 006  
Date: 06/17/2024

**OWNER: (Name and address)**

County Commission of Lewis County  
110 Center Avenue  
Weston, WV 26452

**ARCHITECT: (Name and address)**

Silling Associates, Inc.  
405 Capitol Street, Upper Atrium  
Charleston, WV 25301

**CONTRACTOR: (Name and address)**

Danhill Construction Company  
PO Box 685  
Gauley Bridge WV 25085

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

PCO #8, PCO #9, PCO #10 and Generator Estimate Correction - See attached documentation.

The original Contract Sum was	\$	6,038,942.00
The net change by previously authorized Change Orders	\$	43,595.74
The Contract Sum prior to this Change Order was	\$	6,082,537.74
The Contract Sum will be increased by this Change Order in the amount of	\$	21,158.89
The new Contract Sum including this Change Order will be	\$	6,103,696.63

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Silling Associates, Inc.

ARCHITECT

SIGNATURE

Jeremy A. Jones, AIA

PRINTED NAME AND TITLE

6.20.24

DATE

Danhill Construction Company

CONTRACTOR (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE

County Commission of Lewis County

OWNER (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE



## Danhill Construction Company

---

Client: LG 911 - Generator Vehicle Access  
Property: 476 US Route 19 North  
Weston, WV

Operator: JUSTIN\_D

Estimator: Justin Dozier  
Company: Danhill Construction Company  
Business: P.O. Box 685  
Gauley Bridge, WV 25085

Cellular: (304) 663-9065  
E-mail: justin.  
dozier@danhillconstruction.  
com

Type of Estimate:

Date Entered: 3/21/2024

Date Assigned:

Price List: WVBL8X\_MAR24

Labor Efficiency: Restoration/Service/Remodel

Estimate: 2024-03-21-0926

**Danhill Construction Company**

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2024-03-21-0926

**General Requirements (DHC)\***

CAT	SEL	ACT DESCRIPTION					
	CALC	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
1. FEE	TIPF	+ Additional Bonds					
	0.02	0.02 EA [*]	0.00+	8,170.40 =	0.00	24.51	187.92
2. FEE	TIPF	+ Additional Insurance					
	0.01	0.01 EA [*]	0.00+	8,170.40 =	0.00	12.26	93.96
<b>Totals: General Requirements (DHC)*</b>					<b>0.00</b>	<b>36.77</b>	<b>281.88</b>

**Supervision/Coordination (DHC)\***

CAT	SEL	ACT DESCRIPTION					
	CALC	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
3. LAB	SUPERC	I Commercial Supervision / Project Management - per hour					
	10	10.00 HR	0.00+	74.39 =	0.00	111.59	855.49
<b>Totals: Supervision/Coordination (DHC)*</b>					<b>0.00</b>	<b>111.59</b>	<b>855.49</b>

**Existing Concrete Sidewalk - Thickened (DHC)\***

CAT	SEL	ACT DESCRIPTION					
	CALC	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
4. CNC	SLCY	M Material Only Existing Concrete - Thickened - Concrete slab on grade - finished in place (Material)					
	8	8.00 CY	0.00+	209.53 =	0.00	251.43	1,927.67
<b>Totals: Existing Concrete Sidewalk - Thickened (DHC)*</b>					<b>0.00</b>	<b>251.43</b>	<b>1,927.67</b>

**Additional Concrete Sidewalk/Vehicle Access (DHC)\***

CAT	SEL	ACT DESCRIPTION					
	CALC	QTY	REMOVE	REPLACE	TAX	O&P	TOTAL

**Danhill Construction Company**

**CONTINUED - Additional Concrete Sidewalk/Vehicle Access (DHC)\***

CAT	SEL CALC	ACT DESCRIPTION QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
5. EXC	GRAV+	M Material Only Additional Concrete - Gravel under slab - in place (Material)					
	12	12.00 TN	0.00+	36.84 =	0.00	66.31	508.39
6. EXC	GRAV+	I Install Additional Concrete - Gravel under slab - in place (Installation)					
	12	12.00 TN	0.00+	8.01 =	0.00	14.42	110.54
7. CNC	SLREM	M Material Only Additional Concrete - Concrete slab reinforcement - 6" x 6", #10 wire mesh (Material)					
	330*1.15	379.50 SF [*]	0.00+	0.32 =	0.00	18.21	139.65
8. CNC	SLREM	I Install Additional Concrete - Concrete slab reinforcement - 6" x 6", #10 wire mesh (Installation)					
	330*1.15	379.50 SF	0.00+	0.33 =	0.00	18.78	144.02
9. CNC	SLCY	M Material Only Additional Concrete - Concrete slab on grade - finished in place (Material)					
	8	8.00 CY	0.00+	209.53 =	0.00	251.43	1,927.67
10. CNC	SLCY	I Install Additional Concrete - Concrete slab on grade - finished in place (Installation)					
	8	8.00 CY	0.00+	196.92 =	0.00	236.31	1,811.67
11. CNC	CS	M Material Only Additional Concrete - Concrete sealer - brush or spray applied (Material)					
	331	331.00 SF	0.00+	0.77 =	0.00	38.23	293.10
12. CNC	CS	I Install Additional Concrete - Concrete sealer - brush or spray applied (Installation)					
	331	331.00 SF	0.00+	0.25 =	0.00	12.42	95.17

**Totals: Additional Concrete Sidewalk/Vehicle Access (DHC)\*** 0.00 656.11 5,030.21

**Labor Minimums Applied**

CAT	SEL CALC	ACT DESCRIPTION QTY	REMOVE	REPLACE	TAX	O&P	TOTAL
13. EQU	MN-A	+ Heavy equipment labor minimum					
	1	1.00 EA	0.00+	103.53 =	0.00	15.53	119.06

**Totals: Labor Minimums Applied** 0.00 15.53 119.06

**Line Item Totals: 2024-03-21-0926** 0.00 1,071.43 8,214.31

**Summary**

Line Item Total	7,142.88
Overhead	714.28
Profit	357.15
<b>Replacement Cost Value</b>	<b>\$8,214.31</b>
<b>Net Claim</b>	<b>\$8,214.31</b>

*Justin Dozier* 3-21-2024  

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Justin Dozier

## Danhill Construction Company

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Client: LG 911 - Change Order Proposal #09 - Additional  
Fire Alarm Annunciator Panel  
Property: 476 US Route 19 North  
Weston, WV 26452

Operator: JUSTIN\_D

Estimator: Justin Dozier  
Company: Danhill Construction Company  
Business: P.O. Box 685  
Gauley Bridge, WV 25085

Cellular: (304) 663-9065  
E-mail: justin.  
dozier@danhillconstruction.  
com

Type of Estimate:

Date Entered: 5/15/2024

Date Assigned:

Price List: WVFA8X\_MAY24

Labor Efficiency: Restoration/Service/Remodel

Estimate: 2024-05-15-1010

**Danhill Construction Company**

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2024-05-15-1010

**General Requirements (DHC)\***

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CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
1. FEE	TIPF	+ Additional Bonds (2%)				
	0.02	0.02 EA [*]	0.00+	2,959.03 =	0.00	59.18
2. FEE	TIPF	+ General Contractor's Liability Insurance				
	0.01	0.01 EA [*]	0.00+	2,959.03 =	0.00	29.59
<b>Totals: General Requirements (DHC)*</b>					<b>0.00</b>	<b>88.77</b>

**Project Management (DHC)\***

---

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
3. LAB	ADMIN	+ Project Management & Coordination				
	2	2.00 HR [*]	0.00+	70.00 =	0.00	140.00
4. FEE	TIPF	+ General Contractor's Overhead & Profit (15%)				
	0.15	0.15 EA [*]	0.00+	140.00 =	0.00	21.00
<b>Totals: Project Management (DHC)*</b>					<b>0.00</b>	<b>161.00</b>

**Supervision (DHC)\***

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CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
5. LAB	SUPERC	1 On-Site Supervision & Coordination				
	2	2.00 HR	0.00+	72.28 =	0.00	144.56
6. FEE	TIPF	+ General Contractor's Overhead & Profit (15%)				
	0.15	0.15 EA [*]	0.00+	144.56 =	0.00	21.68
<b>Totals: Supervision (DHC)*</b>					<b>0.00</b>	<b>166.24</b>

**Electrical - Fire Alarm (Rogers Electric)\***

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**Danhill Construction Company**

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CAT	SEL	ACT DESCRIPTION		REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY					
7. ELE	AGP		+ Additional Fire Alarm Annunciator (Rogers Electric)				
		1	1.00 EA [*]	0.00+	2,314.18 =	0.00	2,314.18
8. FEE	TIPF		+ General Contractor's Overhead & Profit (10%)				
		0.10	0.10 EA [*]	0.00+	2,314.18 =	0.00	231.42
<b>Totals: Electrical - Fire Alarm (Rogers Electric)*</b>						<b>0.00</b>	<b>2,545.60</b>
<b>Line Item Totals: 2024-05-15-1010</b>						<b>0.00</b>	<b>2,961.61</b>

Summary

Line Item Total	2,961.61
Replacement Cost Value	<u>\$2,961.61</u>
Net Claim	<u><u>\$2,961.61</u></u>

*Justin Dozier* 5-15-2024  
Justin Dozier





**ROGERS**  
COMMERCIAL DIVISION

WV049346

April 25, 2024

PCO #3/Additional Fire Alarm Annunciator

**Project:** Lewis-Gilmer 911 Center  
**Architect:** Silling Architects  
**General Contractor:** Danhill Construction Company

Rogers Electrical Contracting Company has received the review letter for the Lewis-Gilmer 911 Center from the State Fire Marshal Office in Charleston. Review indicates a fire alarm annunciator must be added for fire alarm monitoring capabilities in the operations room.

**Proposed Change Order #3: \$2,314.18**

Proposed Change Order includes:

- Supply/Install Additional Fire Alarm Annunciator in Operations Room
- Modifications to Fire Alarm Drawings
- Re-Submission to State Fire Marshall
- Programming, Conduit, Fasteners, Cabling, etc. to assure complete working system

Fire Marshal Review Letter Attached.

Jason Tomaro  
Project Manager  
O: 304-367-2985  
C: 304-207-3000  
[jtomaro@r-ecci.com](mailto:jtomaro@r-ecci.com)

Rogers Electrical Contracting Company, Inc.  
Phone 304-363-5752

246 Business Park Drive, Fairmont, WV 26554  
R-ECCI.COM



Department of Homeland Security

Cabinet Secretary Mark Sorsaia  
State Fire Marshal Kenneth E. Tyree, Jr

Phone (304) 558-2191

Fax (304) 558-2537

OFFICE OF THE STATE FIRE MARSHAL

1700 MacCorkle Ave. S.E. 4th Floor  
Charleston, WV 25314  
www.firemarshal.wv.gov

Date: 01-19-24

Date Received: 12-18-23

Date Reviewed: 01-19-24

Electronic Specialty Company  
1325 Dunbar Avenue  
Dunbar, WV 25064

Document No: PR30773

Phone Number: 304-766-6277

Re: Project Name: Lewis Co. 911 Call Center  
County: Lewis / Address: 479 US Highway 19 N, Weston, WV 26452  
Fire Alarm/Occupancy: Business

(Panel): EST IO1000G (Battery): (2) 12V 10Ah

Dear Maria Marcinko,

The plans for the referenced project have been received and reviewed as submitted. This review relates to State Fire Code requirements only. It does not address Building Code or ADA requirements. \*This review procedure is NOT AN APPROVAL and does not relieve the owner, architect, or engineer of responsibility. Project approval is only given after the Final Inspection for Occupancy.

The above referenced project has been reviewed as submitted, and the following comments apply:

1. This project's plan(s) submittal intent shall be to meet the WV State Fire Code and other applicable codes and standards (i.e., NFPA 101, NFPA, 72 Underwriters Laboratory (UL), etc.
2. Per NFPA 1221 – 2019-Edition – Section 4.5.2.1: The alarm system shall be monitored in the operations room. This is not indicated on the plans provided for review. Please resubmit showing the change.
3. Any Revisions to the project after the issuance of this letter are to be submitted to the office of the WV State Fire Marshal immediately.
4. Notify the Inspection Division at (304) 558-2191 ext. 20755 no later than two weeks after the start of the project for initial construction inspection.
5. Two weeks prior to completion of the project, please notify the Inspection Division at ext. 20755.
6. All review fees must be paid before final inspection.
7. The review fee for this project is \$50.00

Review fee includes all construction inspections, final inspections, and the occupancy permit.

All electrical work must be supervised by West Virginia Licensed Electricians.

\*The Authority Having Jurisdiction (AHJ), and other individuals charged by the AHJ, charged with the enforcement of this Code or any other official duties, acting in good faith and without malice in the discharge of their duties, shall not thereby be rendered personally liable for any damage that could accrue to persons or property as a result of any act or by reason of any act or omission in the discharge of their duties. The AHJ, acting in good faith and without malice in the discharge of the organizations' public duty, shall not thereby be rendered liable for any damage that could accrue to persons or property as a result of any act or by reason of any act or omission in the discharge of such duties. Any suit brought against the AHJ, or such individuals because of such act or omission performed in the enforcement of any provision of such codes or other pertinent laws or ordinances implemented through the enforcement of this Code or enforced by the code enforcement agency shall be defended by this jurisdiction until final termination of such proceedings, and any judgment resulting therefrom shall be assumed by this jurisdiction. This Code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or its parent jurisdiction be held as assuming any such liability by reason of the inspections authorized by this Code or any permits or certificates issued under this Code. (See NFPA 1, Section 1.9)

Should you have any further questions about this or other projects that would be serviced by this office, contact me at 304-558-2191.

Yours for better fire protection,

*Richard E. Hacker*

Richard E. Hacker

Plans Review

REH/mi

Cc: File, Inspection, Owner

## Danhill Construction Company

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Client: LG911 - Change Order Proposal #10 - Raise Duct &  
Add Handrail  
Property: 476 US Route 19 North  
Weston, WV 26452

Operator: JUSTIN\_D

Estimator: Justin Dozier  
Company: Danhill Construction Company  
Business: P.O. Box 685  
Gauley Bridge, WV 25085

Cellular: (304) 663-9065  
E-mail: justin.  
dozier@danhillconstruction.  
com

Type of Estimate:

Date Entered: 5/15/2024

Date Assigned:

Price List: WVFA8X\_MAY24

Labor Efficiency: Restoration/Service/Remodel

Estimate: 2024-05-15-1023

**Danhill Construction Company**

2024-05-15-1023

**General Requirements (DHC)\***

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
1. FEE	TIPF	+ Additional Bonds (2%)				
	0.02	0.02 EA [*]	0.00+	8,975.13 =	0.00	179.50
2. FEE	TIPF	+ General Contractor's Liability Insurance (1%)				
	0.01	0.01 EA [*]	0.00+	8,975.13 =	0.00	89.75
<b>Totals: General Requirements (DHC)*</b>					<b>0.00</b>	<b>269.25</b>

**Project Management (DHC)\***

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
3. LAB	ADMIN	+ Project Management & Coordination				
	5	5.00 HR [*]	0.00+	70.00 =	0.00	350.00
4. FEE	TIPF	+ General Contractor's Overhead & Profit (15%)				
	0.15	0.15 EA [*]	0.00+	350.00 =	0.00	52.50
<b>Totals: Project Management (DHC)*</b>					<b>0.00</b>	<b>402.50</b>

**Supervision (DHC)\***

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
5. LAB	SUPERC	1 On-Site Supervision & Coordination				
	10	10.00 HR	0.00+	72.28 =	0.00	722.80
6. FEE	TIPF	+ General Contractor's Overhead & Profit (15%)				
	0.15	0.15 EA [*]	0.00+	722.80 =	0.00	108.42
<b>Totals: Supervision (DHC)*</b>					<b>0.00</b>	<b>831.22</b>

**HVAC (Air Systems)\***

**Danhill Construction Company**

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CAT	SEL	ACT DESCRIPTION		REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY					
7. HVC	AGP		+ Raise Duct and Add Handrail per RFI Response (Air Systems Sheet Metal Co., Inc.)				
	1	1.00 EA	[*]	0.00+	6,800.00 =	0.00	6,800.00
8. FEE	TIPF		+ General Contractor's Overhead & Profit (10%)				
	0.10	0.10 EA	[*]	0.00+	6,800.00 =	0.00	680.00
<b>Totals: HVAC (Air Systems)*</b>						<b>0.00</b>	<b>7,480.00</b>
<b>Line Item Totals: 2024-05-15-1023</b>						<b>0.00</b>	<b>8,982.97</b>

**Danhill Construction Company**

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**Summary**

Line Item Total	8,982.97
Replacement Cost Value	<u>\$8,982.97</u>
Net Claim	<u><u>\$8,982.97</u></u>

*Justin Dozier* 5-15-2024  
Justin Dozier



Sheet Metal Co., Inc.  
Contractors & Engineers  
Cont. Lic. # WV009783

303 North Ohio Avenue, Clarksburg WV 26301, Phone: 304-326-0072

## **CHANGE ORDER #2**

May 9, 2024

**Danhill Construction Co.**  
Gauley Bridge WV 25085

**Reference: Lewis County 911-Raise Duct and Add Handrail**

**Atten: Justin Dozier**

We are pleased to submit the following proposal for consideration. Proposal based on the following scope of work.

- Raise duct and Insulate to allow for maintenance access to RTU's-#1&#2
- Provide and install grating and handrail for RTU-#3

We Quote \$6,800.00

*Brian McDonald*

### **Terms and Conditions**

Subject to any provision to the contrary in the Contract or Quote, payment shall be received on or before 60 days from the date of Air Systems Sheet Metal Company's invoice to the Customer, which shall be issued promptly on or after completion of specified work.

Late payment shall incur interest at the rate of 1.5% per annum calculated daily. This shall be payable on any monies outstanding under the Contract or Quote from the date payment was due until the date payment is received by Air Systems Sheet Metal Company, but without prejudice to Air Systems Sheet Metal Company's other rights or remedies in respect of the Customer's default in failing to make payment on the due date.



**PAYMENT APPLICATION**

TO: County Commission of Lewis County 110 Center Avenue Weston, West Virginia 26452 Attn: Agnes Queen, President	PROJECT NAME AND LOCATION: Lewis-Gilmer 911 Call Center Construction of Lewis-Gilmer 911 Call Center US Route 19 North, Weston, West Virginia 2645	APPLICATION # 7 PERIOD THRU: 11/16/2023 PROJECT #s:	Distribution to: <input checked="" type="checkbox"/> OWNER <input checked="" type="checkbox"/> ARCHITECT <input type="checkbox"/> <input type="checkbox"/>
FROM: Danhill Construction Company PO Box 685 Gauley Bridge, WV 25085	ARCHITECT: Silling Associates, Inc 405 Capitol Street, Upper Atrium Charleston, West Virginia 25301	DATE OF CONTRACT: 03/28/2023	
FOR: Construction of Lewis-Gilmer 911 Call Center			

**CONTRACTOR'S SUMMARY OF WORK**

Application is made for payment as shown below.  
Continuation Page is attached.

1. CONTRACT AMOUNT	\$6,038,942.00
2. SUM OF ALL CHANGE ORDERS	\$31,611.50
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$6,070,553.50
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$1,627,087.17
5. RETAINAGE:	
a. 10.00% of Completed Work (Columns D + E on Continuation Page)	\$162,708.72
b. 10.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$162,708.72
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$1,464,378.45
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$1,051,026.68
8. PAYMENT DUE	\$413,351.77
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$4,606,175.05

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	(\$13,933.17)
Total approved this month	\$45,544.67	\$0.00
<b>TOTALS</b>	<b>\$45,544.67</b>	<b>(\$13,933.17)</b>
<b>NET CHANGES</b>	<b>\$31,611.50</b>	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Danhill Construction Company

By: Robert D. Hill Date: 11-16-23  
Robert D. Hill, President

State of: West Virginia

County of: Fayette

Subscribed and sworn to before

me this 16<sup>th</sup> day of November

Notary Public: Cheryl Lynn Lawrence

My Commission Expires: July 27, 2026



**ARCHITECT'S CERTIFICATION**

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT ..... \$413,351.77

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT: [Signature]  
By: \_\_\_\_\_ Date: 11.22.23

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
 Construction of Lewis-Gilmer 911 Call Center DATE OF APPLICATION: 11/16/2023  
 PERIOD THRU: 11/16/2023  
 PROJECT #s:

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
1	General Requirements - Bonds	\$99,501.00	\$99,501.00	\$0.00	\$0.00	\$99,501.00	100%	\$0.00	
2	General Requirements - Insurance	\$30,410.00	\$30,410.00	\$0.00	\$0.00	\$30,410.00	100%	\$0.00	
3	Allowance #1 - Cement Stabilization	\$35,175.00	\$35,175.00	\$0.00	\$0.00	\$35,175.00	100%	\$0.00	
4	Allowance #2 - Utility Tap/Connection Fees	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,000.00	
5	Allowance #3 - Power Utility Connection Fee	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$20,000.00	
6	Project Management	\$46,870.00	\$18,748.00	\$2,343.50	\$0.00	\$21,091.50	45%	\$25,778.50	
7	Supervision	\$119,500.00	\$47,840.00	\$5,980.00	\$0.00	\$53,820.00	45%	\$65,780.00	
8	Mobilization & Equipment	\$81,420.00	\$56,994.00	\$0.00	\$0.00	\$56,994.00	70%	\$24,426.00	
9	Temporary Fencing	\$10,212.00	\$2,553.00	\$2,553.00	\$0.00	\$5,106.00	50%	\$5,106.00	
10	Site Layout	\$5,060.00	\$3,795.00	\$0.00	\$0.00	\$3,795.00	75%	\$1,265.00	
11	Demolition & Construction Waste Disposal	\$11,709.00	\$8,781.75	\$0.00	\$0.00	\$8,781.75	75%	\$2,927.25	
12	Selective Demolition - A.C. / F.P. MGMT	\$5,187.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,187.00	
13	Selective Demolition - E.O.C.	\$55,922.00	\$55,922.00	\$0.00	\$0.00	\$55,922.00	100%	\$0.00	
14	Selective Demolition - Site Demolition	\$36,673.00	\$36,673.00	\$0.00	\$0.00	\$36,673.00	100%	\$0.00	
15	Concrete Grade Beams (Material)	\$26,146.00	\$26,146.00	\$0.00	\$0.00	\$26,146.00	100%	\$0.00	
16	Concrete Grade Beams (Labor)	\$45,224.00	\$45,224.00	\$0.00	\$0.00	\$45,224.00	100%	\$0.00	
SUB-TOTALS		\$637,109.00	\$467,762.75	\$10,876.50	\$0.00	\$478,639.25	75%	\$158,469.75	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
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			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
17	Call Center Building Slab (Material)	\$30,207.00	\$27,186.30	\$0.00	\$0.00	\$27,186.30	90%	\$3,020.70	
18	Call Center Building Slab (Labor)	\$26,404.00	\$23,763.60	\$0.00	\$0.00	\$23,763.60	90%	\$2,640.40	
19	Call Center - Thickened Slab (Material)	\$4,247.00	\$4,247.00	\$0.00	\$0.00	\$4,247.00	100%	\$0.00	
20	Call Center - Thickened Slab (Labor)	\$3,683.00	\$3,683.00	\$0.00	\$0.00	\$3,683.00	100%	\$0.00	
21	Concrete Sidewalks (Material)	\$31,889.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$31,889.00	
22	Concrete Sidewalks (Labor)	\$28,667.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$28,667.00	
23	Concrete Stairs (Material)	\$3,195.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,195.00	
24	Concrete Stairs (Labor)	\$6,528.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,528.00	
25	Concrete Ramp (Material)	\$5,012.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,012.00	
26	Concrete Ramp (Labor)	\$6,575.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,575.00	
27	Concrete Light Pole Bases (Material)	\$4,478.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,478.00	
28	Concrete Light Pole Bases (Labor)	\$10,875.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$10,875.00	
29	Site Entrance Wall Foundation (Material)	\$1,177.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,177.00	
30	Site Entrance Wall Foundation (Labor)	\$3,203.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,203.00	
31	Bollard Foundations (Material)	\$9,430.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,430.00	
32	Bollard Foundations (Labor)	\$14,145.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$14,145.00	
SUB-TOTALS		\$826,824.00	\$526,642.65	\$10,876.50	\$0.00	\$537,519.15	65%	\$289,304.85	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
 Construction of Lewis-Gilmer 911 Call Center DATE OF APPLICATION: 11/16/2023  
 PERIOD THRU: 11/16/2023  
 PROJECT #s:

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
33	Housekeeping Pads (Material)	\$2,107.00	\$2,107.00	\$0.00	\$0.00	\$2,107.00	100%	\$0.00	
34	Housekeeping Pads (Labor)	\$2,223.00	\$2,223.00	\$0.00	\$0.00	\$2,223.00	100%	\$0.00	
35	Generator Pad (Material)	\$2,927.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,927.00	
36	Generator Pad (Labor)	\$2,444.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,444.00	
37	Masonry (Material)	\$93,953.00	\$56,371.80	\$37,581.20	\$0.00	\$93,953.00	100%	\$0.00	
38	Masonry (Labor)	\$174,484.00	\$69,793.60	\$87,242.00	\$0.00	\$157,035.60	90%	\$17,448.40	
39	E.O.C. - CFMF (Material)	\$45,027.00	\$42,775.65	\$2,251.35	\$0.00	\$45,027.00	100%	\$0.00	
40	E.O.C. - CFMF (Labor)	\$73,565.00	\$36,782.50	\$14,713.00	\$0.00	\$51,495.50	70%	\$22,069.50	
41	Call Center - CFMF (Material)	\$23,889.00	\$0.00	\$11,944.50	\$0.00	\$11,944.50	50%	\$11,944.50	
42	Call Center - CFMF (Labor)	\$54,387.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$54,387.00	
43	Structural Steel, Steel Deck, & Misc. Steel Fabrications (Material)	\$199,829.00	\$139,180.30	\$0.00	\$0.00	\$139,180.30	70%	\$59,648.70	
44	Structural Steel, Steel Deck, & Misc. Steel Fabrications - Receive &	\$5,750.00	\$4,025.00	\$0.00	\$0.00	\$4,025.00	70%	\$1,725.00	
45	Structural Steel (Labor)	\$34,500.00	\$3,450.00	\$0.00	\$0.00	\$3,450.00	10%	\$31,050.00	
46	Metal Decking (Labor)	\$6,095.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,095.00	
47	Catwalk Structure with Grating & Stairs (Labor)	\$7,130.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$7,130.00	
48	Steel Stair with Railing (Labor)	\$4,370.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,370.00	
SUB-TOTALS		\$1,558,504.00	\$883,351.50	\$164,608.55	\$0.00	\$1,047,960.05	67%	\$510,543.95	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
 Construction of Lewis-Gilmer 911 Call Center DATE OF APPLICATION: 11/16/2023  
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			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
49	Steel Railings & Steel Ladders (Labor)	\$9,775.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,775.00	
50	Decorative Formed Metal (Material)	\$51,750.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$51,750.00	
51	Decorative Formed Metal (Labor)	\$34,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$34,500.00	
52	E.O.C. - Rough Carpentry (Material)	\$2,504.00	\$2,504.00	\$0.00	\$0.00	\$2,504.00	100%	\$0.00	
53	E.O.C. - Rough Carpentry (Labor)	\$3,028.00	\$3,028.00	\$0.00	\$0.00	\$3,028.00	100%	\$0.00	
54	Call Center - Rough Carpentry (Material)	\$11,437.00	\$1,143.70	\$2,287.40	\$0.00	\$3,431.10	30%	\$8,005.90	
55	Call Center - Rough Carpentry (Labor)	\$20,034.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$20,034.00	
56	Interior Architectural Woodwork (Labor Only) (OFCI)	\$12,420.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,420.00	
57	E.O.C. - Sheathing (Material)	\$7,743.00	\$7,355.85	\$387.15	\$0.00	\$7,743.00	100%	\$0.00	
58	E.O.C. - Sheathing (Labor)	\$13,393.00	\$4,017.90	\$8,705.45	\$0.00	\$12,723.35	95%	\$669.65	
59	Call Center - Sheathing (Material)	\$3,276.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,276.00	
60	Call Center - Sheathing (Labor)	\$2,550.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,550.00	
61	Self-Adhering Sheet Waterproofing (Material & Labor)	\$8,453.00	\$8,453.00	\$0.00	\$0.00	\$8,453.00	100%	\$0.00	
62	Roofing - Mobilization	\$40,624.00	\$0.00	\$20,312.00	\$0.00	\$20,312.00	50%	\$20,312.00	
63	E.O.C. Building - Roofing Demolition	\$5,645.00	\$0.00	\$5,645.00	\$0.00	\$5,645.00	100%	\$0.00	
64	E.O.C. Building - EPDM Roofing (Material)	\$130,680.00	\$0.00	\$130,680.00	\$0.00	\$130,680.00	100%	\$0.00	
SUB-TOTALS		\$1,916,316.00	\$909,853.95	\$332,625.55	\$0.00	\$1,242,479.50	65%	\$673,836.50	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
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			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
65	E.O.C. Building - EPDM Roofing (Labor)	\$106,920.00	\$0.00	\$42,768.00	\$0.00	\$42,768.00	40%	\$64,152.00	
66	E.O.C. Building - Asphalt Roll Roofing (Material)	\$6,480.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,480.00	
67	E.O.C. Building - Asphalt Roll Roofing (Labor)	\$4,320.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,320.00	
68	Call Center - EPDM Roofing (Material)	\$54,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$54,000.00	
69	Call Center - EPDM Roofing (Labor)	\$44,280.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$44,280.00	
70	Sheet Metal Flashing & Trim (Material)	\$10,260.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$10,260.00	
71	Sheet Metal Flashing & Trim (Labor)	\$7,020.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$7,020.00	
72	E.O.C. - Thermal Insulation (Material)	\$4,691.00	\$4,691.00	\$0.00	\$0.00	\$4,691.00	100%	\$0.00	
73	E.O.C. - Thermal Insulation (Labor)	\$3,807.00	\$0.00	\$3,616.65	\$0.00	\$3,616.65	95%	\$190.35	
74	Call Center - Thermal Insulation (Material)	\$4,107.00	\$1,273.17	\$0.00	\$0.00	\$1,273.17	31%	\$2,833.83	
75	Call Center - Thermal Insulation (Labor)	\$3,049.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,049.00	
76	E.O.C. - Fluid-Applied Membrane Air Barrier (Material)	\$38,438.00	\$1,921.90	\$36,516.10	\$0.00	\$38,438.00	100%	\$0.00	
77	E.O.C. - Fluid-Applied Membrane Air Barrier (Labor)	\$12,781.00	\$639.05	\$12,141.95	\$0.00	\$12,781.00	100%	\$0.00	
78	Call Center - Fluid-Applied Membrane Air Barrier (Material)	\$18,035.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$18,035.00	
79	Call Center - Fluid-Applied Membrane Air Barrier (Labor)	\$6,336.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,336.00	
80	Fiber Cement Lap Siding (Material)	\$13,842.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$13,842.00	
SUB-TOTALS		\$2,254,662.00	\$918,379.07	\$427,668.25	\$0.00	\$1,346,047.32	60%	\$908,634.68	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
 Construction of Lewis-Gilmer 911 Call Center DATE OF APPLICATION: 11/16/2023  
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Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	J RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
81	Fiber Cement Lap Siding (Labor)	\$31,193.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$31,193.00	
82	E.O.C. - Fiber Reinforced Cement Panels (Material)	\$137,428.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$137,428.00	
83	E.O.C. - Fiber Reinforced Cement Panels (Labor)	\$59,606.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$59,606.00	
84	Call Center - Fiber Reinforced Cement Panels (Material)	\$63,348.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$63,348.00	
85	Call Center - Fiber Reinforced Cement Panels (Labor)	\$29,408.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$29,408.00	
86	Call Center - Hollow Metal Frames/Doors, Flush Wood Doors,	\$70,642.00	\$10,596.30	\$0.00	\$0.00	\$10,596.30	15%	\$60,045.70	
87	Call Center - Hollow Metal Frames/Doors, Flush Wood Doors,	\$12,766.00	\$1,914.90	\$0.00	\$0.00	\$1,914.90	15%	\$10,851.10	
88	E.O.C. - Hollow Metal Frames/Doors and Hardware	\$47,907.00	\$9,581.40	\$0.00	\$0.00	\$9,581.40	20%	\$38,325.60	
89	E.O.C. - Hollow Metal Frames/Doors and Hardware	\$3,647.00	\$729.40	\$0.00	\$0.00	\$729.40	20%	\$2,917.60	
90	A.C./F.P. MGMT - Hollow Metal Frames/Doors and Hardware	\$7,436.00	\$743.60	\$0.00	\$0.00	\$743.60	10%	\$6,692.40	
91	A.C./F.P. MGMT - Hollow Metal Frames/Doors and Hardware	\$912.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$912.00	
92	Aluminum-Framed Entrances & Storefronts (Material)	\$41,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$41,800.00	
93	Aluminum-Framed Entrances & Storefronts (Labor)	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$16,500.00	
94	Glazing (Material)	\$38,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$38,500.00	
95	Glazing (Labor)	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$16,500.00	
96	Fire Rated Glazing (Material)	\$32,032.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$32,032.00	
SUB-TOTALS		\$2,864,307.00	\$941,944.67	\$427,668.25	\$0.00	\$1,369,612.92	48%	\$1,494,694.08	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
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			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
97	Fire Rated Glazing (Labor)	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$16,500.00	
98	Security Glazing (Material)	\$37,444.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$37,444.00	
99	Security Glazing (Labor)	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$16,500.00	
100	Non-Structural Metal Framing (Material)	\$9,038.00	\$9,038.00	\$0.00	\$0.00	\$9,038.00	100%	\$0.00	
101	Non-Structural Metal Framing (Labor)	\$24,478.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$24,478.00	
102	E.O.C. - Drywall Hanging (Material)	\$167.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$167.00	
103	E.O.C. - Drywall Hanging (Labor)	\$441.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$441.00	
104	Call Center - Drywall Hanging (Material)	\$9,330.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,330.00	
105	Call Center - Drywall Hanging (Labor)	\$16,761.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$16,761.00	
106	E.O.C. - Drywall Finishing (Material)	\$8.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8.00	
107	E.O.C. - Drywall Finishing (Labor)	\$196.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$196.00	
108	Call Center - Drywall Finishing (Material)	\$2,003.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,003.00	
109	Call Center - Drywall Finishing (Labor)	\$12,891.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,891.00	
110	Acoustical Panel Ceilings - Grid (Material)	\$2,215.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,215.00	
111	Acoustical Panel Ceilings - Grid (Labor)	\$2,872.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,872.00	
112	Acoustical Panel Ceilings - Tile (Material)	\$3,175.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,175.00	
SUB-TOTALS		\$3,018,326.00	\$950,982.67	\$427,668.25	\$0.00	\$1,378,650.92	46%	\$1,639,675.08	



CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
 Construction of Lewis-Gilmer 911 Call Center DATE OF APPLICATION: 11/16/2023  
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A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
113	Acoustical Panel Ceilings - Tile (Labor)	\$2,182.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,182.00	
114	Access Flooring (Material)	\$52,356.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$52,356.00	
115	Access Flooring (Labor)	\$9,239.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,239.00	
116	Sound-Absorbing Ceiling Units (Material)	\$8,854.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,854.00	
117	Sound-Absorbing Ceiling Units (Labor)	\$4,758.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,758.00	
118	Bullet Resistant Sheathing (Material)	\$65,592.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$65,592.00	
119	Bullet Resistant Sheathing (Labor)	\$50,597.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$50,597.00	
120	Painting (Material)	\$11,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$11,500.00	
121	Painting (Labor)	\$6,351.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,351.00	
122	Plaques, Cast Metal Dimensional Characters, & Signage/Graphics	\$22,183.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$22,183.00	
123	Plaques, Cast Metal Dimensional Characters, & Signage/Graphics	\$12,314.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,314.00	
124	Glazed Interior Wall & Door Assemblies (Material)	\$37,444.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$37,444.00	
125	Glazed Interior Wall & Door Assemblies (Labor)	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$16,500.00	
126	Metal Lockers (Material)	\$4,094.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,094.00	
127	Metal Lockers (Labor)	\$1,541.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,541.00	
128	Flagpole (Material)	\$2,824.00	\$2,824.00	\$0.00	\$0.00	\$2,824.00	100%	\$0.00	
SUB-TOTALS		\$3,326,655.00	\$953,806.67	\$427,668.25	\$0.00	\$1,381,474.92	42%	\$1,945,180.08	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
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A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
129	Flagpole (Labor)	\$1,724.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,724.00	
130	Solid Surfacing Material (Labor Only) (OFCI)	\$4,498.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,498.00	
131	Fire Suppression - Design	\$1,689.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,689.00	
132	Fire Suppression - Material, Fabrication, & Freight	\$72,079.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$72,079.00	
133	Fire Suppression - Rough-in (Labor)	\$15,703.00	\$1,570.30	\$0.00	\$0.00	\$1,570.30	10%	\$14,132.70	
134	Fire Suppression - Trim Out (Labor)	\$7,330.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$7,330.00	
135	Plumbing - Drafting/Coordination	\$5,750.00	\$5,750.00	\$0.00	\$0.00	\$5,750.00	100%	\$0.00	
136	Plumbing - Mobilization	\$5,750.00	\$5,750.00	\$0.00	\$0.00	\$5,750.00	100%	\$0.00	
137	Plumbing - Excavation & Backfill	\$5,750.00	\$4,600.00	\$0.00	\$0.00	\$4,600.00	80%	\$1,150.00	
138	Underground Plumbing Piping (Material)	\$18,688.00	\$18,688.00	\$0.00	\$0.00	\$18,688.00	100%	\$0.00	
139	Underground Plumbing Piping (Labor)	\$28,463.00	\$22,770.40	\$0.00	\$0.00	\$22,770.40	80%	\$5,692.60	
140	AG Plumbing Piping (Material)	\$30,763.00	\$6,152.60	\$0.00	\$0.00	\$6,152.60	20%	\$24,610.40	
141	AG Plumbing Piping (Labor)	\$62,963.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$62,963.00	
142	Plumbing - Insulation (Material & Labor)	\$14,375.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$14,375.00	
143	Plumbing Fixtures (Material)	\$52,325.00	\$13,081.25	\$0.00	\$0.00	\$13,081.25	25%	\$39,243.75	
144	Plumbing Fixtures (Labor)	\$9,775.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,775.00	
SUB-TOTALS		\$3,664,280.00	\$1,032,169.22	\$427,668.25	\$0.00	\$1,459,837.47	40%	\$2,204,442.53	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center  
 Construction of Lewis-Gilmer 911 Call Center

APPLICATION #: 7  
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			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
145	HVAC Sheet Metal (Material)	\$44,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$44,000.00	
146	HVAC Sheet Metal (Labor)	\$38,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$38,500.00	
147	HVAC Equipment (Material)	\$214,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$214,500.00	
148	HVAC Equipment (Labor)	\$28,050.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$28,050.00	
149	HVAC Insulation (Material)	\$13,530.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$13,530.00	
150	HVAC Insulation (Labor)	\$19,470.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$19,470.00	
151	HVAC Piping (Material)	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$11,000.00	
152	HVAC Piping (Labor)	\$18,700.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$18,700.00	
153	HVAC Controls (Material & Labor)	\$93,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$93,500.00	
154	HVAC Testing & Balancing (Material & Labor)	\$7,150.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$7,150.00	
155	HVAC Crane & Hoisting (Labor & Equipment)	\$5,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,500.00	
156	Electrical - Mobilization	\$10,450.00	\$10,450.00	\$0.00	\$0.00	\$10,450.00	100%	\$0.00	
157	Electrical - Equipment/Container Rentals	\$5,199.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,199.00	
158	Electrical - Project Management	\$30,140.00	\$4,822.40	\$0.00	\$0.00	\$4,822.40	16%	\$25,317.60	
159	Electrical - Demolition	\$9,900.00	\$9,900.00	\$0.00	\$0.00	\$9,900.00	100%	\$0.00	
160	Electrical - Temporary Power & Lights	\$8,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,800.00	
SUB-TOTALS		\$4,222,669.00	\$1,057,341.62	\$427,668.25	\$0.00	\$1,485,009.87	35%	\$2,737,659.13	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
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			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
161	Electrical Lighting - Apparatus	\$101,750.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$101,750.00	
162	Lighting (Material)	\$13,200.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$13,200.00	
163	Lighting (Labor)	\$28,160.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$28,160.00	
164	Power Distribution - Apparatus	\$230,560.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$230,560.00	
165	Power Distribution (Material)	\$176,880.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$176,880.00	
166	Power Distribution (Labor)	\$48,400.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$48,400.00	
167	UPS - Apparatus	\$193,600.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$193,600.00	
168	UPS (Material)	\$70,180.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$70,180.00	
169	UPS (Labor)	\$19,580.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$19,580.00	
170	Installation of OFCI Generator/ATS (Material)	\$109,780.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$109,780.00	
171	Installation of OFCI Generator/ATS (Labor)	\$19,250.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$19,250.00	
172	Wiring Devices - Apparatus	\$4,950.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,950.00	
173	Wiring Devices (Material)	\$10,450.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$10,450.00	
174	Wiring Devices (Labor)	\$32,560.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$32,560.00	
175	Fire Alarm System - Apparatus	\$15,235.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$15,235.00	
176	Fire Alarm (Material)	\$6,050.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,050.00	
SUB-TOTALS		\$5,303,254.00	\$1,057,341.62	\$427,668.25	\$0.00	\$1,485,009.87	28%	\$3,818,244.13	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
 Construction of Lewis-Gilmer 911 Call Center DATE OF APPLICATION: 11/16/2023  
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			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
177	Fire Alarm (Labor)	\$11,220.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$11,220.00	
178	Lightning Protection (Material)	\$17,050.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$17,050.00	
179	Lightning Protection (Labor)	\$10,450.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$10,450.00	
180	HVAC Power (Material)	\$6,050.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,050.00	
181	HVAC Power (Labor)	\$13,420.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$13,420.00	
182	DATA Raceway/Management (Material)	\$36,080.00	\$1,082.40	\$0.00	\$0.00	\$1,082.40	3%	\$34,997.60	
183	DATA Raceway/Management (Labor)	\$16,060.00	\$1,124.20	\$0.00	\$0.00	\$1,124.20	7%	\$14,935.80	
184	Site Grading (Labor)	\$36,040.00	\$9,010.00	\$0.00	\$0.00	\$9,010.00	25%	\$27,030.00	
185	Helical Pier Foundations (Material & Labor)	\$51,750.00	\$51,750.00	\$0.00	\$0.00	\$51,750.00	100%	\$0.00	
186	Asphalt Paving - Stone Base (Material & Labor)	\$37,375.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$37,375.00	
187	Asphalt Paving - Full Depth (Material & Labor)	\$76,671.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$76,671.00	
188	Asphalt Paving - Mill/Overlay (Material & Labor)	\$58,248.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$58,248.00	
189	Chain Link Fences & Gates (Material)	\$43,470.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$43,470.00	
190	Chain Link Fences & Gates (Labor)	\$65,205.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$65,205.00	
191	Decorative Metal Fences & Gates (Material)	\$52,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$52,500.00	
192	Decorative Metal Fences & Gates (Labor)	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$35,000.00	
SUB-TOTALS		\$5,869,843.00	\$1,120,308.22	\$427,668.25	\$0.00	\$1,547,976.47	26%	\$4,321,866.53	

CONTINUATION PAGE

PROJECT: Lewis-Gilmer 911 Call Center APPLICATION #: 7  
 Construction of Lewis-Gilmer 911 Call Center DATE OF APPLICATION: 11/16/2023  
 PERIOD THRU: 11/16/2023  
 PROJECT #s:

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
193	Site Domestic Water (Material)	\$3,105.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,105.00	
194	Site Domestic Water (Labor)	\$3,907.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,907.00	
195	Site Fire Water (Material)	\$8,641.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,641.00	
196	Site Fire Water (Labor)	\$13,086.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$13,086.00	
197	Site Gas (Material)	\$1,271.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,271.00	
198	Site Gase (Labor)	\$2,593.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,593.00	
199	15" Site Storm Sewerage (Material)	\$2,944.00	\$2,944.00	\$0.00	\$0.00	\$2,944.00	100%	\$0.00	
200	15" Site Storm Sewerage (Labor)	\$5,090.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,090.00	
201	12" Site Storm Sewerage (Material)	\$4,140.00	\$4,140.00	\$0.00	\$0.00	\$4,140.00	100%	\$0.00	
202	12" Site Storm Sewerage (Labor)	\$9,024.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,024.00	
203	6" Site Storm Sewerage (Material)	\$7,858.00	\$7,858.00	\$0.00	\$0.00	\$7,858.00	100%	\$0.00	
204	6" Site Storm Sewerage (Labor)	\$9,487.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,487.00	
205	Trench Drain (Material)	\$9,200.00	\$9,200.00	\$0.00	\$0.00	\$9,200.00	100%	\$0.00	
206	Trench Drain (Labor)	\$12,868.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,868.00	
207	Site Storm - Structures (Material)	\$14,587.00	\$14,587.00	\$0.00	\$0.00	\$14,587.00	100%	\$0.00	
208	Site Storm - Structures (Labor)	\$10,907.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$10,907.00	
SUB-TOTALS		\$5,988,551.00	\$1,159,037.22	\$427,668.25	\$0.00	\$1,586,705.47	26%	\$4,401,845.53	

CONTINUATION PAGE

PROJECT: Lewis-Gärner 911 Call Center APPLICATION #: 7  
 Construction of Lewis-Gärner 911 Call Center DATE OF APPLICATION: 11/16/2023  
 PERIOD THRU: 11/16/2023  
 PROJECT #s:

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)	H % COMP. (G / C)	I BALANCE TO COMPLETION (C-G)	RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD					
209	Site Sanitary Sewerage (Material)	\$14,617.00	\$8,770.20	\$0.00	\$0.00	\$8,770.20	60%	\$5,846.80	
210	Site Sanitary Sewerage (Labor)	\$5,804.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$5,804.00	
211	Site Electrical (Labor)	\$29,970.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$29,970.00	
212	Change Order # 1 - EOC Fire Wall Foundation	\$9,253.55	\$0.00	\$9,253.55	\$0.00	\$9,253.55	100%	\$0.00	
213	Change Order # 2 - Additional Cement Stabilization	\$23,683.12	\$0.00	\$23,683.12	\$0.00	\$23,683.12	100%	\$0.00	
214	Change Order # 3 - Hazardous Material Abatement	\$12,608.00	\$0.00	\$12,608.00	\$0.00	\$12,608.00	100%	\$0.00	
215	Change Order #4 - Bulletin #2 - CMU Reductions, Framing	(\$13,933.17)	\$0.00	(\$13,933.17)	\$0.00	(\$13,933.17)	100%	\$0.00	
TOTALS		\$6,070,553.50	\$1,167,807.42	\$459,279.75	\$0.00	\$1,627,087.17	27%	\$4,443,466.33	

# Section 3 Summary Report

Economic Opportunities for Low – and Very Low-Income Persons

U.S. Department of Housing and Urban Development  
Office of Fair Housing And Equal Opportunity

OMB Approval No: 2529-0043  
(exp. 11/30/2010)

HUD Field Office:

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip)  Lewis County Commission 110 Center Avenue Weston, WV 26452	2. Federal Identification: (grant no.) <p style="text-align: right;">20CDBG0009</p>	3. Total Amount of Award: <p style="text-align: right;">\$ 2,000,000.00</p>
	4. Contact Person <p style="text-align: center;">Shane Whitehair</p>	5. Phone: (Include area code) <p style="text-align: right;">(304) 472-6564</p>
	6. Length of Grant: <p style="text-align: center;">07/01/21 - 06/30/24</p>	7. Reporting Period: <p style="text-align: right;">07/01/2023 - 06/30/2024</p>
8. Date Report Submitted: <p style="text-align: center;">07/29/2024</p>	9. Program Code: (Use separate sheet for each program code) <p style="text-align: center;">8</p>	10. Program Name: <p style="text-align: right;">CDBG State Administered</p>

**Part I: Employment and Training (\*\* Columns B, C and F are mandatory fields. Include New Hires in E & F)**

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F Number of Section 3 Trainees
Professionals	0	0	0	0	0
Technicians	0	0	0	0	0
Office/Clerical	0	0	0	0	0
Construction by Trade (List Trade					
Trade					
Trade					
Trade					
Trade					
Other (List)					
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Program Codes  
1 = Flexible Subsidy  
2 = Section 202/811

3 = Public/Indian Housing  
A = Development,  
B = Operation  
C = Modernization

4 = Homeless Assistance  
5 = HOME  
6 = HOME State Administered  
7 = CDBG Entitlement

8 = CDBG State Administered  
9 = Other CD Programs  
10 = Other Housing Programs



**Part II: Contracts Awarded**

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 0.00
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 0.00
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	
D. Total number of Section 3 businesses receiving contracts	0

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 24,000.00
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0.00
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0.0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

**Part III: Summary**

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

DBE direct contact and section 3 self-certification surveys for new employees.  
Targeted job postings to HUD affordable housing units.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Form HUD-60002, Section 3 Summary Report, Economic Opportunities for Low- and Very Low-Income Persons.

**Instructions:** This form is to be used to report annual accomplishments regarding employment and other economic opportunities provided to low- and very low-income persons under Section 3 of the Housing and Urban Development Act of 1968. The Section 3 regulations apply to any **public and Indian housing programs** that receive: (1) development assistance pursuant to Section 5 of the U.S. Housing Act of 1937; (2) operating assistance pursuant to Section 9 of the U.S. Housing Act of 1937; or (3) modernization grants pursuant to Section 14 of the U.S. Housing Act of 1937 and to **recipients of housing and community development assistance in excess of \$200,000** expended for: (1) housing rehabilitation (including reduction and abatement of lead-based paint hazards); (2) housing construction; or (3) other public construction projects; and to **contracts and subcontracts in excess of \$100,000** awarded in connection with the Section-3-covered activity.

Form HUD-60002 has three parts, which are to be completed for all programs covered by Section 3. Part I relates to **employment and training**. The recipient has the option to determine numerical employment/training goals either on the basis of the number of hours worked by new hires (columns B, D, E and F). Part II of the form relates to **contracting**, and Part III summarizes recipients' **efforts** to comply with Section 3.

Recipients or contractors subject to Section 3 requirements must maintain appropriate documentation to establish that HUD financial assistance for housing and community development programs were directed toward low- and very low-income persons.\* A recipient of Section 3 covered assistance shall submit one copy of this report to HUD Headquarters, Office of Fair Housing and Equal Opportunity. Where the program providing assistance requires an annual performance report, this Section 3 report is to be submitted at the same time the program performance report is submitted. Where an annual performance report is not required, this Section 3 report is to be submitted by January 10 and, if the project ends before December 31, within 10 days of project completion. **Only Prime Recipients are required to report to HUD. The report must include accomplishments of all recipients and their Section 3 covered contractors and subcontractors.**

- HUD Field Office: Enter the Field Office name .
1. Recipient: Enter the name and address of the recipient submitting this report.
  2. Federal Identification: Enter the number that appears on the award form (with dashes). The award may be a grant, cooperative agreement or contract.
  3. Dollar Amount of Award: Enter the dollar amount, rounded to the nearest dollar, received by the recipient.
  - 4 & 5. Contact Person/Phone: Enter the name and telephone number of the person with knowledge of the award and the recipient's implementation of Section 3.
  6. Reporting Period: Indicate the time period (months and year) this report covers.
  7. Date Report Submitted: Enter the appropriate date.

8. Program Code: Enter the appropriate program code as listed at the bottom of the page.
9. Program Name: Enter the name of HUD Program corresponding with the "Program Code" in number 8.

**Part I: Employment and Training Opportunities**

**Column A:** Contains various job categories. Professionals are defined as people who have special knowledge of an occupation (i.e. supervisors, architects, surveyors, planners, and computer programmers). For construction positions, list each trade and provide data in columns B through F for each trade where persons were employed. The category of "Other" includes occupations such as service workers.

**Column B: (Mandatory Field)** Enter the number of new hires for each category of workers identified in **Column A** in connection with this award. New hire refers to a person who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

**Column C: (Mandatory Field)** Enter the number of Section 3 new hires for each category of workers identified in **Column A** in connection with this award. Section 3 new hire refers to a Section 3 resident who is not on the contractor's or recipient's payroll for employment at the time of selection for the Section 3 covered award or at the time of receipt of Section 3 covered assistance.

**Column D:** Enter the percentage of all the staff hours of new hires (Section 3 residents) in connection with this award.

**Column E:** Enter the percentage of the total staff hours worked for Section 3 employees and trainees (including new hires) connected with this award. Include staff hours for part-time and full-time positions.

**Column F: (Mandatory Field)** Enter the number of Section 3 residents that were trained in connection with this award.

**Part II: Contract Opportunities**

**Block 1: Construction Contracts**

**Item A:** Enter the total dollar amount of all contracts awarded on the project/program.

**Item B:** Enter the total dollar amount of contracts connected with this project/program that were awarded to Section 3 businesses.

**Item C:** Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

**Item D:** Enter the number of Section 3 businesses receiving awards.

**Block 2: Non-Construction Contracts**

**Item A:** Enter the total dollar amount of all contracts awarded on the project/program.

**Item B:** Enter the total dollar amount of contracts connected with this project awarded to Section 3 businesses.

**Item C:** Enter the percentage of the total dollar amount of contracts connected with this project/program awarded to Section 3 businesses.

**Item D:** Enter the number of Section 3 businesses receiving awards.

**Part III: Summary of Efforts – Self-explanatory**

Submit one (1) copy of this report to the HUD Headquarters Office of Fair Housing and Equal Opportunity, at the same time the performance report is submitted to the program office. The Section 3 report is submitted by January 10. Include only contracts executed during the period specified in item 8. PHAs/IHAs are to report all contracts/subcontracts.

\* The terms "low-income persons" and very low-income persons" have the same meanings given the terms in section 3 (b) (2) of the United States Housing Act of 1937. **Low-income persons** mean families (including single persons) whose incomes do not exceed 80 percent of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families, except that

The Secretary may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of prevailing levels of construction costs or unusually high- or low-income families. **Very low-income persons** mean low-income families (including single persons) whose incomes do not exceed 50 percent of the median family income area, as determined by the Secretary with adjustments or smaller and larger families, except that the Secretary may establish income ceilings higher or lower than 50 percent of the median for the area on the basis of the Secretary's findings that such variations are necessary because of unusually high or low family incomes.



**COMPLIANCE with the FAIR HOUSING ACT**  
**ANNUAL REPORTING FORM**  
**For the Period July 1, 2023 to June 30, 2024**

<b>Grantee:</b>	Lewis County Commission	<b>Project Number:</b>	20CDBG0009
<b>Project Name:</b>	Lewis County Phase 1 Water Extension Project		
<b>Reporting Period:</b>	July 1, 2023 – June 30, 2024		

Grantees are required by Title I Certifications not to discriminate in the provision of housing and not to discriminate in CDBG-Small Cities and NSP activities that provide housing, housing services, or housing-related facilities. Grantees are required to administer housing and community development programs in a manner to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services. HUD and the State of West Virginia have a mandate to carry out all programs in a manner to affirmatively further fair housing.

**1. List the actions taken to affirmatively further fair housing. (Attach all documentation)**

1. Declared April as Fair Housing Month in the form of the attached resolution.
2. Placed ads in local paper as a public notice to show that April is Fair Housing month and to promote equal housing opportunities.
3. Downloaded and prominently displayed posters and brochures found on the HUD website.
4. Utilized the Equal Housing logo available on HUD's website in all general publication, ads, and communications.

**2. Identify any fair housing complaints received this reporting period and indicate the disposition of any complaints.**

No fair housing complaints are known or reported.

Questions regarding Compliance with the Fair Housing Act or Fair Housing activities may be directed to Summer Fleck at (304)352-4161 or by email at [Crystal.S.Fleck@wv.gov](mailto:Crystal.S.Fleck@wv.gov).



# COUNTY COMMISSION OF LEWIS COUNTY

110 Center Avenue  
Weston, WV 26452  
Phone: (304)269-8200  
Fax: (304)269-2416  
Email: lewiscountycommission@lewiscountywv.org  
Website: lewiscountywv.org



COMMISSIONERS:  
**BOBBY STEWART**  
President  
**ROD WYMAN**  
Commissioner  
**AGNES QUEEN**  
Commissioner

## FAIR HOUSING RESOLUTION

Whereas, the **Lewis County Commission** desires to give meaning to the guarantees of equal rights contained in the Constitution and laws of this State and the United States, and to encourage and bring about mutual self-respect and understanding among all citizens and groups in the **County**; and,

Whereas, under the Federal Fair Housing Law, Title VIII of the Civil Rights Act of 1968, it is illegal to deny housing to any person because of race, color, religion, sex, or national origin; and,

Whereas, under the West Virginia State Fair Housing Law, Title 49-2-305, MCA, it is illegal to deny housing to any person because of race, sex, religion, color, age, physical or mental handicap or national origin;

Therefore, be it resolved the **Lewis County Commission**, West Virginia makes a firm commitment to do all within its power to eliminate prejudice, intolerance, disorder and discrimination in housing.

Therefore, be it also resolved that a Fair Housing Law poster, which has the "Equal Housing Opportunity" logo, will be displayed at **County Courthouse**.

Therefore, be it also resolved that the following procedures will be used to accomplish the purpose of the aforementioned resolution:

1. The **County Commissioners** shall inform all **County** employees of the **County's** commitment to fair housing.
2. The **County Commissioners** will post this resolution in **County** buildings and other public places and publicize it.
3. The **County Commissioners** shall direct all employees to forward immediately to the **Commission President** any reports they receive of housing discrimination.
4. The **Commission President** shall forward such complaints to the West Virginia Human Rights Commission, 1321 Plaza East, Room 108A, Charleston, West Virginia, 25301-1400, within 10 days of receipt of said complaint.

Now, therefore it be resolved that the Lewis County Commission does hereby proclaim April 2024 as Fair Housing Month.



Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

*[Handwritten Signature]*  
\_\_\_\_\_  
President  
\_\_\_\_\_  
4/2/24  
\_\_\_\_\_

# B. PROGRAM INCOME REPORT

For the Period of July 1, 2023 to June 30, 2024

Program Income is defined as gross income received by the state, a general unit of local government or a subrecipient of a general unit of local government that was generated from the use of CDBG and NSP funds.



**I. GENERAL INFORMATION**

A. Grantee: Lewis County Commission

B. Grant #: \_\_\_\_\_

C. Project #: 20CDBG0009

**II. REVOLVING LOAN FUND LOAN STATUS**

A. Are all loan repayments current: Yes \_\_\_\_\_ No \_\_\_\_\_

If "NO", attach an explanation which identified the number of days delinquent or if the business has defaulted on the loan.

**B. Revolving Loan Fund**

1) Beginning Balance (Grant Award) \$ \_\_\_\_\_

2) Receipts This Period

a) Loan Repayments	\$ _____
b) Interest Earned	\$ _____
c) Other Explanation	\$ _____
d) Total Receipts	\$ 0

3) Balance Available \$ 0

4) Obligations This Period

a) Admin/Delivery Cost	\$ _____
b) Loans	\$ _____
c) Total Obligations	\$ 0

5) Ending Balance \$ N/A

**C. FINANCIAL INSTITUTION(S)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Account #: \_\_\_\_\_

**III. OTHER PROGRAM INCOME ACTIVITIES: Please attach a detailed description of Program Income sources (See 570.489 (e))**

1) Beginning Balance (Grant Award)	\$ _____
2) Receipts This Period	\$ _____
3) Expenditures This Period	\$ _____
4) Ending Balance	\$ _____

Total \$ N/A

**IV. GRANTEE CONTACT PERSON:**

Name: Shane Whitehair

Address: PO Box 849, Buckhannon, WV 26201

Telephone: (304) 472-6564

**V. CERTIFICATION:**

I CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THE INFORMATION CONTAINED IN THIS REPORT IS TRUE AND CORRECT.

\_\_\_\_\_  
Signature of Chief Elected Official

\_\_\_\_\_  
Typed Name

\_\_\_\_\_  
Title

Date: \_\_\_\_\_

**WEAVER ROOFING**  
 95 MERE DRIVE  
 CLARKSBURG, WV 26301  
 304-622-0202  
 RACERSHART@AOL.COM



**PROPOSAL**

**DATE 6/20/2024**

BILL TO	JOB LOCATION	INSTRUCTIONS
Lewis County Court House 110 Center Ave Weston, WV 26452	Shop Building 145 High Street Rick 517-0929	<b>Payment to be made as follows: Due upon completion. WV LIC. #046713</b>

Quantity		Unit Price	Total
	Install underlayment over top existing shingles.		\$15,380.00
	Install new metal over top said underlayment. Color (Coco Brown).		
	Remove window trim from said dormers, and install metal over the windows and sides of said dormers. <b>No soffit or fascia will be installed.</b> Color of metal on said dormers (Sahara Tan).		
	Labor and Materials included.		

Customer Signature  Date:  
 AAG/Weaver  X Norman Weaver Date: 6/20/2024  
 Roofing

<b>SUBTOTAL</b>	<b>\$15,380.00</b>
<b>SALES TAX</b>	
<b>SHIPPING &amp; HANDLING</b>	
<b>TOTAL DUE BY DATE</b>	<b>\$15,380.00</b>

Thank you for your business!



## State of West Virginia

**John B. McCuskey**

**State Auditor and  
Chief Inspector**

**Office of the State Auditor  
Chief Inspector Division  
State Capitol, Building 1, Suite W-100  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305**

**Toll Free: (877) 982-9148  
Telephone: (304) 558-2251  
Fax: (304) 558-6414  
[www.wvsao.gov](http://www.wvsao.gov)**

June 14, 2024

Mr. Robert S. Stewart III, President  
Lewis County Commission  
110 Center Avenue  
Weston, WV 26452

We are pleased to confirm our understanding of the services we are to provide the Lewis County Commission for the fiscal year ended June 30, 2022.

### **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the Lewis County Commission's basic financial statements as of and for the fiscal year ended June 30, 2022. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Lewis County Commission's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Lewis County Commission's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's discussion and analysis (if applicable).
2. GASB required supplementary pension information (if applicable).
3. GASB required supplementary OPEB information (if applicable).
4. Budgetary comparison schedules (if applicable).

We have also been engaged to report on supplementary information other than RSI that accompanies Lewis County Commission's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with



auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1. Rate covenant compliance (if applicable).
2. Combining statements and supplementary schedules (if applicable).

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of accounting records of the Lewis County Commission and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from: (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, if significant, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

#### **Audit Procedures – Internal Control**

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Lewis County Commission's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

#### **Other Services**

If necessary, we may also assist in preparing the financial statements and related notes of the Lewis County Commission in conformity with U.S. generally accepted accounting principles based on information provided by you. If performed, these non-audit services would not constitute an audit under *Government Auditing Standards* and such services would not be conducted in accordance with *Government Auditing Standards*. We would perform the services in accordance with applicable professional standards. The other services would be limited to the financial statements previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we may provide. If nonaudit services are provided, you will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee any nonaudit services that may be provided by

designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with: (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving: (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that: (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the

reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the Lewis County Commission; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of the West Virginia State Auditor's Office and constitutes confidential information. However, subject to applicable laws or regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Governmental Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of the West Virginia State Auditor's Office personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies. *Government Auditing Standards* require we provide our most recent external peer review report and any subsequent peer review reports to the party contracting for the audit. A copy of our most recent external peer review report is available at our website (<http://www.wvsao.gov/ChiefInspector/AdvisoryMemos.aspx>) or can be obtained by contacting our office.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our auditor, Samantha Woods, has been assigned to conduct your audit and expects to begin the engagement on approximately June 18, 2024. To enable the auditor to work more efficiently, we would appreciate it if you would provide her with suitable office space that is quiet and has access to a telephone and the internet. Our fee for these services will be \$30,720 for the audit. Our invoices for these fees will be rendered periodically as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new contract price before we incur the additional costs.


**Reporting**

We will issue a written report upon completion of our audit of Lewis County Commission's financial statements. Our report will be addressed to the governing board of the Lewis County Commission. We will make reference to BHM CPA Group, Inc.'s audits of the Lewis County Board of Health and Lewis County Parks and Recreation Commission, Tetrick and Bartlett, PLLC's audit of the Lewis County Emergency Ambulance Service Authority and Harold Fortner, CPA's audit of the Lewis County Fire Service Board in our report on your financial statements. Our audit will also include performing procedures, or requesting other auditors to perform procedures, on the financial information of the Lewis County Building Commission and Lewis County Economic Development Authority to enable us to express such an opinion. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state: (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that Lewis County Commission is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to the Lewis County Commission and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy, and provide it to the auditor. If the auditor is not available, please return it to us to the attention of Jackie Austin.

Very truly yours,



Jonathan Vickers, CICA  
Assistant Director  
Chief Inspector Division  
Office of the State Auditor

RESPONSE:

This letter correctly sets forth the understanding of the Lewis County Commission.

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Right of Entry Agreement

This is an AGREEMENT made effective as of \_\_\_\_\_, 2024 by and between:

Lewis County Commission  
110 Center Avenue, 2<sup>nd</sup> Floor  
Weston, West Virginia 26452

hereinafter referred to as “LCC” and:

**Mountain Holdings, LLC**

hereinafter called “OWNER” for permission to access OWNER’s property located at:

**618 W. 2<sup>nd</sup> Street  
Weston, West Virginia  
Parcel ID: 21-08-0002-0144-0000**

hereinafter called “SITE” to complete an investigation on behalf of the LCC.

The LCC has engaged the services of Civil and Environmental Consultants to conduct Phase I and Phase II Environmental Site Assessments of properties that have the potential to contribute to the economic revitalization of the county. The OWNER hereby grants the LCC, its agents, assigns, employees, and/or contractors the right and permission to enter upon the hereinbefore described real estate for the purpose of conducting site assessment activities described hereinafter in Paragraph 2.

The OWNER grants the aforesaid rights and permission unto the LCC to the following terms and conditions:

1. Site assessment activities to be performed on the aforesaid real estate may consist of the following:
  - a. Phase I Environmental Site Assessment activities, including, walking the property; touring structures on the property, if safe to do so; taking photographs of the property and structures, records review, if available; and interviewing past and present owners, operators, and occupants of the property.
  - b. Phase II Environmental Site Assessment activities, including, disturbance to the ground surface, vegetation, or other features of the SITE for purposes of collecting surface water, groundwater, surface soil, subsurface soil, air, and other samples. The LCC will take reasonable precautions to limit disturbance to the SITE, but it is understood by the OWNER that repairs to the SITE from disturbance will be limited to those specified. State Utility Notification Services will be utilized to determine the location and schedule of the proposed intrusive investigation activities. However, the OWNER is responsible for accurately identifying all of the SITE’s subterranean structures and utility locations in the area of the intrusive investigation activities and approving the proposed locations of borings and other excavations to be completed during the investigation. Use of the SITE shall include the parking of vehicles and equipment; excavation of test pits; installation of groundwater monitoring wells; extraction of samples from surface and subsurface soils, surface water, groundwater, air, and elsewhere; storage of samples; and other activities necessary to complete the site assessment.
2. The consent and permission to enter and perform said site assessment activities upon aforesaid real estate is herein voluntarily granted by the party of the first part.

3. The term of this agreement shall be for the length of time necessary for the LCC to complete the proposed site assessment and monitoring activities.
4. The undersigned represents that he/she is authorized to sign this document on behalf of all owners of the Property and to consent to the entry provided herein.
5. The undersigned agrees that he/she will notify EPA, by contacting the individual identified below, if during the term of consent for entry the Property is sold or otherwise transferred.
6. As a property owner, you may be able to avail yourself of certain liability protections under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). Please consult a lawyer if you feel this may be applicable.

IN WITNESS WHEREOF, the parties have executed this agreement on the dates indicated.

**OWNER**

Signature Arthur L Jackson Jr Member Date 6-20-2024  
 Printed Name ARTHUR L JACKSON JR MEMBER  
 Title MEMBER  
 Address PO BOX 2262 Buckhannon WV 26201  
 Phone 304 - 613-8790  
 Email archiejackson77@gmail.com

**Lewis County Commission**

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email \_\_\_\_\_