



BERKELEY COUNTY COUNCIL AGENDA

**400 WEST STEPHEN STREET, SUITE 205
THURSDAY, NOVEMBER 3, 2016, 9:30 A.M.**

9:30

Call to Order

Items from the Public

Approval of Agenda

Consent Agenda

1. Purchase Order
2. Internal Budget Revisions
3. Approval of Minutes
4. Changes in Status Notifications
5. Council Calendar – Month of November, 2016
6. Board and Commission Calendar – Month of November, 2016
7. Bond Reduction – Faith Christian Academy
Grading Permit Application R01407-16

Correction of Assessments Log, Apportionment of Assessment Applications, Deconsolidation Applications and Consolidation of Properties Applications and Certificate of Re-Entry – Assessor's Office

Honorary County Councilperson
Recovery Services Update

Board Meeting Reports
Board and Commission Vacancies



BERKELEY COUNTY COUNCIL AGENDA

- 10:15 Maria Childers, Fiduciary Supervisor
Estate Accounts – Month of November
Estate Hearings to be Scheduled
- 10:30 Alan Davis, County Administrator
Budget Surplus
Discussion of Roof Replacements
Extension of Boiler/HVAC Maintenance Contract
Series 2016 Lease Revenue Bond Bid Recommendation
- 10:45 BREAK
- 11:00 Maria Childers, Fiduciary Supervisor
Estate Hearing – Estate of William Henry Fowler
- 11:30 Norwood Bentley, Legal Director
Lee Trace Appeal of 2016 Assessment
Potential Executive Session: Deliberation
- 12:00 Executive Session – Central Dispatch Personnel
County Clerk Personnel**
- Items from the Public
- RECESS

The Berkeley County Council reserves the right to re-arrange items on the agenda as needed due to time constraints of the public or the Council.

REQUISITION #: 00095180 PURCHASE ORDER #: 00095180 DESCRIPTION: INV#102016
VENDOR: 5536 TJA USE OF FORCE TRAINING
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 RE-CERTIFICATION	195.00	195.00
.0	OC INSTRUCTOR	.00	.00
.0	(SHERIFF DEPT-FARMER)	.00	.00

PURCHASE ORDER TOTAL: 195.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00170022100	Law Enf - Training & Ed				195.00

REQUISITION #: 00095531 PURCHASE ORDER #: 00095531 DESCRIPTION: INV#102555
VENDOR: 52 CASTO & HARRIS INC.
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102555 CUST#WVOTBERKELEY	666.26	666.26
.0	3000-3PT VOTER CARDS	.00	.00
.0	(VOTERS)	.00	.00

PURCHASE ORDER TOTAL: 666.26

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00141334100	Co Elec - Supp & Material				666.26

REQUISITION #: 00095534 PURCHASE ORDER #: 00095534 DESCRIPTION: INV#1247240
VENDOR: 228 QUILL CORPORATION
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#1247240 AC#C443487	114.97	114.97
.0	OFFICE CHAIR (COUNCIL)	.00	.00
.0	2-BGS LARGE RUBBER BANDS	.00	.00
.0	(STOCK)	.00	.00

PURCHASE ORDER TOTAL: 114.97

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00140134100	Co Council Supp&Materials				99.99
00142434100	CtHouse - Supp & Material				14.98

REQUISITION #: 10043773 PURCHASE ORDER #: 10036056 DESCRIPTION: INV#87254093
VENDOR: 1049 MATTHEW BENDER & CO, INC.
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
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2016 NOV -1 AM 9:00
RECEIVED
COUNTY CLERK

1.0	INV#87254093 AC#3598750004	278.31	278.31
.0	WV CODE 16 R7A	.00	.00
.0	(PROS ATTY)	.00	.00

PURCHASE ORDER TOTAL: 278.31

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00140522200	Pro Att -Dues & Subscript				278.31

REQUISITION #: **10043769** PURCHASE ORDER #: **10036057** DESCRIPTION: INV#092016
 VENDOR: **111 FUND 001 GENERAL COUNTY**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#092016 FINE FEES	50.02	50.02
.0	COURT COST SEPT2016	.00	.00
.0	(WORTHLESS CKS)	.00	.00
1.0	INV#092016 FINE FEES	9,743.50	9,743.50
.0	COURT COST SEPT2016	.00	.00
.0	(MAG CT)	.00	.00

PURCHASE ORDER TOTAL: 9,793.52

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00641556600	Worth/Ck-Trans to Oth Fun				50.02
00541556600	Mag Ct-Transfer oth Funds				9,743.50

REQUISITION #: **10043760** PURCHASE ORDER #: **10036058** DESCRIPTION: INV#7777899
 VENDOR: **20366 PROVANTAGE LLC**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#7777899 CUST#3062428	390.00	390.00
.0	20-DISPLAYPORT CABLES \$19.50EA	.00	.00
.0	(IT DEPT)	.00	.00

PURCHASE ORDER TOTAL: 390.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142834100	Data Pr - Supp & Mater'ls				390.00

REQUISITION #: **10043759** PURCHASE ORDER #: **10036059** DESCRIPTION: INV#1078976
 VENDOR: **228 QUILL CORPORATION**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#1078976 AC#C443487	294.11	294.11
.0	HP80A, TN720, HP12A & HP05A	.00	.00
.0	TONER CARTRIDGES	.00	.00

.0	(PROS ATTY)	.00	.00
1.0	INV#9970655 AC#C1319450	314.66	314.66
.0	INDEXES,FLASH DRIVES,MARKERS,	.00	.00
.0	TONER CARTRIDGES	.00	.00
.0	(EXTENSION OFFICE)	.00	.00
1.0	INV#1035113 AC#C1319450	11.98	11.98
.0	CERTIFICATE COVERS	.00	.00
.0	(EXTENSION OFFICE)	.00	.00
1.0	INV#1030340 AC#C1319450	19.98	19.98
.0	BLUE CERTIFICATES W/SEALS	.00	.00
.0	(EXTENSION OFFICE)	.00	.00

PURCHASE ORDER TOTAL: 640.73

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00140534100	Pro Att-Supp & Materials				294.11
00141234100	Ag Agnt - Supp & Material				346.62

REQUISITION #: **10043803** PURCHASE ORDER #: **10036060** DESCRIPTION: INV#38355
 VENDOR: **23** **BERKELEY PRINTING& DESIGN**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#38355 500-LG DOOR HANGERS	231.84	231.84
.0	(ASSESSORS)	.00	.00
1.0	INV#38356 5000-REAL ESTATE	493.92	493.92
.0	CHANGE CARDS-RESIDENDIAL	.00	.00
.0	(ASSESSORS)	.00	.00
1.0	INV#38354A 1000-SMALL DOOR	255.00	255.00
.0	HANGERS	.00	.00
.0	(ASSESSORS)	.00	.00
1.0	INV#38354B 1500-SMALL DOOR	382.50	382.50
.0	HANGERS	.00	.00
.0	(ASSESSORS)	.00	.00

PURCHASE ORDER TOTAL: 1,363.26

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00140621200	Assessor - Printing				1,363.26

REQUISITION #: **10043765** PURCHASE ORDER #: **10036061** DESCRIPTION: INV#2016-2017
 VENDOR: **281** **WV ENHANCED 911 COUNCIL**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#2016-2017 WEAPON	265.68	265.68
.0	RECERTIFICATION VIA THE NEXT	.00	.00
.0	TEST ON LINE RECERTIFICATION	.00	.00
.0	SOFTWARE ANNUAL FEE	.00	.00
.0	(CENTRAL DISPATCH)	.00	.00

PURCHASE ORDER TOTAL: 265.68

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
19A71222200	911 Fee- Dues & Subscript				265.68

REQUISITION #: **10043758** PURCHASE ORDER #: **10036062** DESCRIPTION: INV#1021
 VENDOR: **29** ALL CREATURES VETERINARY
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#1021 AC#1591	74.00	74.00
.0	RABIES VACCINE-CANINES	.00	.00
.0	OCT14-2016 ANESTHESIA	.00	.00
.0	& EUTHANASIA CANINES	.00	.00
.0	OCT21-2016	.00	.00

PURCHASE ORDER TOTAL: 74.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00371622300	Dog Wrld-Professl Services				74.00

REQUISITION #: **10043772** PURCHASE ORDER #: **10036063** DESCRIPTION: INV#524155
 VENDOR: **292** THE JOURNAL
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#524155 CUST#L28202	114.12	114.12
.0	CASE#16-P-144 NOTICE OF	.00	.00
.0	FILING OF PETITION FOR	.00	.00
.0	FORFEITURE RUN DATE	.00	.00
.0	OCT06-13 2016	.00	.00
.0	(PROS ATTY)	.00	.00
1.0	INV#524867 CUST#L02519	34.09	34.09
.0	PUBLIC HEARING NOTICE	.00	.00
.0	RUN DATE NOV24-2016	.00	.00
.0	(PLANNING)	.00	.00
1.0	INV#112016 AC#0141MAR4122-	208.00	208.00
.0	000785A05201017	.00	.00
.0	52-WEEK SUBSCRIPTION	.00	.00
.0	NOV24-2016 THRU NOV24-2017	.00	.00
.0	(COUNCIL)	.00	.00

PURCHASE ORDER TOTAL: 356.21

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
07440522000	Pros.Att.Forft.-Advertise				114.12
00143922000	Plan&Zon- Advertising/Pub				34.09
00140122200	Co Council-Dues/Subscript				208.00

REQUISITION #: **10043749** PURCHASE ORDER #: **10036064** DESCRIPTION: INV#XK228JM64
 VENDOR: **3030** DELL MARKETING LP
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#XK228JM64 CUST#11492331	575.00	575.00
.0	1-PC (IT DEPT)	.00	.00

PURCHASE ORDER TOTAL: 575.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142834100	Data Pr - Supp & Mater'ls				575.00

REQUISITION #: **10043763** PURCHASE ORDER #: **10036065** DESCRIPTION: INV#4442
 VENDOR: **435** IAED-INT'L ACADEMIES OF
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#4442 AGENCY ID#714	330.00	330.00
.0	RECERTIFICATION EFD,EMD,EPD	.00	.00
.0	3-EMPLOYEES	.00	.00
.0	(CENTRAL DISPATCH)	.00	.00
1.0	INV#6545 AGENCY ID#714	90.00	90.00
.0	EXPIRED WAIVER EMD, EFD, EPD	.00	.00
.0	2-EMPLOYEES	.00	.00
.0	(CENTRAL DISPATCH)	.00	.00

PURCHASE ORDER TOTAL: 420.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
19A71222100	911 Fee - Training & Ed				420.00

REQUISITION #: **10043762** PURCHASE ORDER #: **10036066** DESCRIPTION: INV#5940
 VENDOR: **440** PRIORITY DISPATCH CORP
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#5940 AGENCY ID#714	3,160.00	3,160.00
.0	PROTOCOL TRAINING &	.00	.00
.0	CERTIFICATION FOR EMD	.00	.00
.0	COURSE #13322 8-EMPLOYEES	.00	.00
.0	(CENTRAL DISPATCH)	.00	.00
1.0	INV#5953 AGENCY ID#714	2,100.00	2,100.00
.0	PROTOCOL TRAINING &	.00	.00
.0	CERTIFICATION FOR EFD	.00	.00
.0	COURSE #13324 6-EMPLOYEES	.00	.00
.0	(CENTRAL DISPATCH)	.00	.00
1.0	INV#6632 AGENCY ID#714	1,400.00	1,400.00
.0	PROTOCOL TRAINING &	.00	.00
.0	CERTIFICATION FOR EPD	.00	.00
.0	COURSE#13323 4-EMPLOYEES	.00	.00
.0	(CENTRAL DISPATCH)	.00	.00

PURCHASE ORDER TOTAL: 6,660.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
19A71222100	911 Fee - Training & Ed				6,660.00

REQUISITION #: **10043766** PURCHASE ORDER #: **10036067** DESCRIPTION: INV#102016
VENDOR: **5150 SUE FLANAGAN**
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 REIMBURSEMENT FOR	736.56	736.56
.0	MILEAGE FROM OFFICE TO	.00	.00
.0	DULLES AIRPORT, WESTON & RETURN	.00	.00
.0	1364 MILES AT \$.54 PER MILE	.00	.00
.0	SEPT09-OCT20 2016	.00	.00
.0	(EXTENSION OFFICE)	.00	.00

PURCHASE ORDER TOTAL: 736.56

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00141221400	Ag Agnt - Trave1				736.56

REQUISITION #: **10043802** PURCHASE ORDER #: **10036068** DESCRIPTION: INV#102449
VENDOR: **52 CASTO & HARRIS INC.**
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102449 CUST#WVOTBERKELEY	1,200.00	1,200.00
.0	SIGN RECOG PAPER	.00	.00
.0	(VOTERS)	.00	.00
1.0	INV#102490 CUST#WVOTBERKELEY	4,039.60	4,039.60
.0	IVO PAPER ROOLS & ENVELOPES	.00	.00
.0	(VOTERS)	.00	.00

PURCHASE ORDER TOTAL: 5,239.60

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00141334100	Co Elec - Supp & Material				5,239.60

REQUISITION #: **10043804** PURCHASE ORDER #: **10036069** DESCRIPTION: INV#32710
VENDOR: **5488 ELECTRONIC COMM OF WV INC**
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#32710 REPAIRED SIREN	160.00	160.00
.0	& REPROGRAMMED TONES/SWITCHES	.00	.00
.0	SHERIFF #S03365	.00	.00
1.0	INV#32711 REPORGRAMMED	160.00	160.00
.0	SIREN TONES/SWITCHES	.00	.00
.0	SHERIFF #S02890	.00	.00
1.0	INV#32712 REPAIRED SIREN	160.00	160.00

.0	SHERIFF #S0132	.00	.00
1.0	INV#32713 REMOVED VISIBLE	360.00	360.00
.0	GRILLE/DECK LIGHTS,REINSTALLED	.00	.00
.0	VISOR/DECK LIGHTS,REPROGRAMMED	.00	.00
.0	SIREN TONES/SWITCHES	.00	.00
.0	SHERIFF #IMPALA #8PU511	.00	.00
1.0	INV#32714 INSTALLED NEW OVER	400.00	400.00
.0	HEAD CAMERA SYSTEM	.00	.00
.0	SEHRIFF #S02320	.00	.00

PURCHASE ORDER TOTAL: 1,240.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00170021600	Law Enf - Maint/Rrp Equip				1,240.00

REQUISITION #: 10043801 PURCHASE ORDER #: 10036070 DESCRIPTION: INV#102016
 VENDOR: 55 CITY OF MARTINSBURG
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 AC#4619-00	75.77	75.77
.0	WATER \$33.05 SEWER \$42.72	.00	.00
.0	AUG03-OCT05 2016	.00	.00
.0	(126 W KING)	.00	.00

PURCHASE ORDER TOTAL: 75.77

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142421300	CtHouse - Utilities				75.77

REQUISITION #: 10043786 PURCHASE ORDER #: 10036071 DESCRIPTION: INV#5671068
 VENDOR: 5505 BEST PLUMBING SPEC.INC.
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#5671068 CUST#2263	780.20	780.20
.0	CLOSET LOW COMSUMP KIT.STOP	.00	.00
.0	REPAIR KITS & AC PLASTIC	.00	.00
.0	STRAINER CHECKSTOP ASSMY	.00	.00
.0	(510 S RALEIGH)	.00	.00

PURCHASE ORDER TOTAL: 780.20

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142421500	CtHouse - Bldg/Grd Maint				780.20

REQUISITION #: 10043764 PURCHASE ORDER #: 10036072 DESCRIPTION: INV#78363293
 VENDOR: 5545 MOTOROLA SOLUTIONS, INC.
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#78363293 AC#10128433230003	7,754.52	7,754.52
.0	SERVICE AGREEMENT OCT2016	.00	.00
.0	INFRASTRUCTURE REPAIR,REMOTE	.00	.00
.0	SITE,DISPATCH SITE,OPERATOR	.00	.00
.0	POSITIONS,ONSITE RESPONSE	.00	.00
.0	& SUBSCRIBER REPAIR	.00	.00
.0	(CENTRAL DISPATCH)	.00	.00
1.0	INV#78363294 AC#10128433230003	472.25	472.25
.0	SERVICE AGREEMENT OCT2016	.00	.00
.0	GOLD PKG SESRVICES	.00	.00
.0	(CENTRAL DISPATCH)	.00	.00

PURCHASE ORDER TOTAL: 8,226.77

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
19A71221600	911 Fee - Maint/Rpr Equip				8,226.77

REQUISITION #: 10043810 PURCHASE ORDER #: 10036073 DESCRIPTION: INV#52060
 VENDOR: 5583 BOLAND TRANE SERV. INC
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#52060 CONT#C00007964	5,423.67	5,423.67
.0	ROOF TOP CHILLERS MAINT	.00	.00
.0	OCT2016	.00	.00
.0	(JUDICIAL CENTER)	.00	.00
1.0	INV#52262 CONT#M00000033	490.50	490.50
.0	WATER TREATMENT OCT2016	.00	.00
1.0	INV#52062 CONT#C00010861	125.00	125.00
.0	ENERGY PRINT OCT2016	.00	.00
.0	(802 EMMETT ROUSCH)	.00	.00

PURCHASE ORDER TOTAL: 6,039.17

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142421500	CtHouse - Bldg/Grd Maint				6,039.17

REQUISITION #: 10043785 PURCHASE ORDER #: 10036074 DESCRIPTION: INV#2323
 VENDOR: 5748 WVCORP-WV CO. RISK POOL
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#2323 POLICY#WV-BE-002-16	5,191.00	5,191.00
.0	WORKERS COMPENSATION AUDIT	.00	.00
.0	BALANCE DUE FY2015-2016	.00	.00

PURCHASE ORDER TOTAL: 5,191.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
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00142422600 CtHouse-Insurance & Bonds 5,191.00

REQUISITION #: 10043751 PURCHASE ORDER #: 10036075 DESCRIPTION: INV#FSN2144
VENDOR: 5749 CDW GOVERNMENT, INC
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#FSN2144N CUST#3583678	4,971.20	4,971.20
.0	20-ADOBE LICENSES	.00	.00
.0	(IT DEPT)	.00	.00
1.0	INV#FSJ6295 CUST#3583678	800.00	800.00
.0	100-SURGE STRIPS \$8.00EA	.00	.00
.0	(IT DEPT)	.00	.00

PURCHASE ORDER TOTAL: 5,771.20

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142834100	Data Pr - Supp & Mater'ls				5,771.20

REQUISITION #: 10043809 PURCHASE ORDER #: 10036076 DESCRIPTION: INV#1724261
VENDOR: 5816 WITMER PUBLIC SAFETY
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#1724261 CUST#BERCOU	204.00	204.00
.0	4-BADGES-BC FIREFIGHTER	.00	.00
.0	FIRE/HAZMAT \$51.00EA	.00	.00
.0	(OES-PER EDDIE)	.00	.00

PURCHASE ORDER TOTAL: 204.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00171134500	Eme Srv - Uniforms				204.00

REQUISITION #: 10043792 PURCHASE ORDER #: 10036077 DESCRIPTION: INV#8053
VENDOR: 5986 ELEVATOR SOLUTIONS LLC
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#8053 ELEVATOR REPAIR	145.00	145.00
.0	RESET CENTRAL ELEVATOR	.00	.00
.0	OCT17-2016 (JUDICIAL CENTER)	.00	.00

PURCHASE ORDER TOTAL: 145.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142421500	CtHouse - Bldg/Grd Maint				145.00

REQUISITION #: 10043748 PURCHASE ORDER #: 10036078 DESCRIPTION: INV#585225
VENDOR: 6007 IPSWITCH INC
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#585225 CUST#0005333605	446.60	446.60
.0	SERVICE AGREEMENT RENEWAL	.00	.00
.0	WHATSUP GOLD IPAM	.00	.00
.0	(IT DEPT)	.00	.00
1.0	INV#585153 CUST#MS0002675	1,142.60	1,142.60
.0	IMAIL 500 USER LICENSE	.00	.00
.0	SERVICE AGREEMENT	.00	.00
.0	MAILARCHIVA 250 USER SERVICE	.00	.00
.0	AGREEMENT	.00	.00
.0	(IT DEPT)	.00	.00

PURCHASE ORDER TOTAL: 1,589.20

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142821600	Data Pr - Maint/Rpr Equip				1,589.20

REQUISITION #: 10043779 PURCHASE ORDER #: 10036079 DESCRIPTION: INV#3629
VENDOR: 6176 LINES & DESIGNS INC
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#3629 11-LICENSE PLATES	198.00	198.00
.0	W/PRINTED SHIELDS & NUMBERS	.00	.00
.0	\$18.00EA	.00	.00
.0	(SHERIFF DEPT)	.00	.00

PURCHASE ORDER TOTAL: 198.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00170021700	Law Enf - Maint/Rpr Autos				198.00

REQUISITION #: 10043789 PURCHASE ORDER #: 10036080 DESCRIPTION: INV#9134403
VENDOR: 6197 REDWOOD TOXICOLOGY LAB.
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#9134403 CUST#300038	1,041.23	1,041.23
.0	200-SPECIMEN CUPS \$4.96EA	.00	.00
.0	PLUS FRT \$49.23	.00	.00
.0	(BC DAY REPORT CENTER)	.00	.00

PURCHASE ORDER TOTAL: 1,041.23

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00173134100	Supplies & Materials				1,041.23

REQUISITION #: **10043755** PURCHASE ORDER #: **10036081** DESCRIPTION: INV#63793
 VENDOR: **6253 BKT UNIFORMS**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#63793 1-HAT \$78.00	88.00	88.00
.0	FRT \$10.00	.00	.00
.0	(SHERIFF DEPT-HEAGY)	.00	.00
1.0	INV#63862 3-LS SHIRTS \$45.99EA	158.97	158.97
.0	3-WV SINGLE STAR GREY/BLK	.00	.00
.0	\$3.00EA FRT \$12.00	.00	.00
.0	(SHERIFF DEPT-COLLEEN)	.00	.00
1.0	INV#63870 12-BADGE WALLETS	263.88	263.88
.0	\$20.99EA FRT \$12.00	.00	.00
.0	(SHERIFF DEPT)	.00	.00

PURCHASE ORDER TOTAL: 510.85

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00170034500	Law Enf - Uniforms				510.85

REQUISITION #: **10043790** PURCHASE ORDER #: **10036082** DESCRIPTION: INV#27080915
 VENDOR: **6283 CAPITAL TRISTATE**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#27080915 AC#144263	16.05	16.05
.0	LOW DOSE DEVICE BRACKETS	.00	.00
.0	(DUNN BLDG RENOVATION)	.00	.00
1.0	INV#27126477 AC#144263	12.95	12.95
.0	SWITCH COVER	.00	.00
.0	(ANIMAL CONTROL-PER MAINT)	.00	.00
1.0	INV#27142945 AC#144263	19.60	19.60
.0	COND ELBOW & COUPLING	.00	.00
.0	(802 EMMETT ROUSCH)	.00	.00
1.0	INV#27149133 AC#144263	3.04	3.04
.0	COND ELBOW & COUPLING	.00	.00
.0	(802 EMMETT ROLSCH)	.00	.00

PURCHASE ORDER TOTAL: 51.64

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142421500	CtHouse - Bldg/Grd Maint				51.64

REQUISITION #: **10043747** PURCHASE ORDER #: **10036083** DESCRIPTION: INV#102016
 VENDOR: **6287 FRONTIER**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 AC30418920010101604	994.92	994.92

.0	SEPT20-OCT19 2016	.00	.00
1.0	INV#102016 AC30400159530711974	104.96	104.96
.0	SEPT20-OCT19 2016	.00	.00
1.0	INV#102016 AC30418964690401914	8,283.20	8,283.20
.0	SEPT20-OCT19 2016	.00	.00

PURCHASE ORDER TOTAL: 9,383.08

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
19A71221100	911 Fee-Telephone Expense				9,383.08

REQUISITION #: **10043767** PURCHASE ORDER #: **10036084** DESCRIPTION: INV#297285
 VENDOR: **6353 SOLARWINDS**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#297285 CUST#SW21836026	450.00	450.00
.0	DAMEWAE REMOTE SUPPORT	.00	.00
.0	ANNUAL MAINT RENEWAL	.00	.00
.0	(IT DEPT)	.00	.00

PURCHASE ORDER TOTAL: 450.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142821600	Data Pr - Maint/Rpr Equip				450.00

REQUISITION #: **10043750** PURCHASE ORDER #: **10036085** DESCRIPTION: INV#763463
 VENDOR: **6383 CENTRIC BUSINESS SYSTEMS**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#763463 CUST#OS1408	330.00	330.00
.0	RICOH C5503 COPIER	.00	.00
.0	OCT23-NOV23 2016	.00	.00
.0	(CIRCUIT CK-PER IT)	.00	.00
1.0	INV#763462 CUST#OS1408	564.67	564.67
.0	RICOH C5503 COPOER	.00	.00
.0	EXCESS COLOR COPIES \$346.66	.00	.00
.0	EXCESS B/W COPIES \$218.01	.00	.00
.0	JUL23-OCT23 2016	.00	.00
.0	(CIRCUIT CK-PER IT)	.00	.00

PURCHASE ORDER TOTAL: 894.67

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142821600	Data Pr - Maint/Rpr Equip				894.67

REQUISITION #: **10043777** PURCHASE ORDER #: **10036086** DESCRIPTION: INV#113344
 VENDOR: **6449 CASAMO & ASSOCIATES**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#113344 JOB#61354	735.00	735.00
.0	ORIGINAL TRANSCRIPT OF HEARING	.00	.00
.0	TRACE VS COUNCIL OCT11-2016	.00	.00
.0	(COUNCIL-BENTLEY)	.00	.00

PURCHASE ORDER TOTAL: 735.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00140122300	Co Council-Profess Serv				735.00

REQUISITION #: 10043795 PURCHASE ORDER #: 10036087 DESCRIPTION: INV#10262016
VENDOR: 6495 AT&T MOBILITY II LLC
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#10262016 AC#287272092261	755.56	755.56
.0	SEPT19-OCT18 2016 CELL PHONES	.00	.00

PURCHASE ORDER TOTAL: 755.56

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142821100	Data Pr - Telephone				605.57
00142834100	Data Pr - Supp & Mater'ls				149.99

REQUISITION #: 10043775 PURCHASE ORDER #: 10036088 DESCRIPTION: INV#918318159
VENDOR: 6529 RICOH USA, INC.
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#9018318159 CUST#13289122	252.48	252.48
.0	3-COPIERS NOV01-30 2016	.00	.00
.0	(SHERIFF DEPT-PER IT)	.00	.00
1.0	INV#9018319283 CUST#13289122	168.32	168.32
.0	2-COPIERS NOV01-30 2016	.00	.00
.0	(SHERIFF DEPT-PER IT)	.00	.00

PURCHASE ORDER TOTAL: 420.80

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142821900	Data Pr - Bldg/Equip Rent				420.80

REQUISITION #: 10043746 PURCHASE ORDER #: 10036089 DESCRIPTION: INV#102016
VENDOR: 6534 POTOMAC EDISON
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 AC#110-080-932-012	8,714.13	8,714.13

.0	SEPT21-OCT20 2016	.00	.00
.0	(DUNN BLDG)	.00	.00
1.0	INV#102016 AC#110-080-931-626	10,765.21	10,765.21
.0	SEPT21-OCT20 2016	.00	.00
.0	(JUDICIAL CENTER)	.00	.00

PURCHASE ORDER TOTAL: 19,479.34

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142421300	CtHouse - Utilities				19,479.34

REQUISITION #: 10043791 PURCHASE ORDER #: 10036090 DESCRIPTION: INV#082016
 VENDOR: 6570 FUND#172-HMEP GRANT
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#082016 DEPOSITED INTO	1,000.00	1,000.00
.0	WRONG ACCOUNT-PER PENNY	.00	.00

PURCHASE ORDER TOTAL: 1,000.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
10844256600	Contrib/Trans other funds				1,000.00

REQUISITION #: 10043768 PURCHASE ORDER #: 10036091 DESCRIPTION: INV#315700013
 VENDOR: 6590 US BANK EQUIPMENT FINANCE
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#315700013 CUST#20884653	201.02	201.02
.0	RICOH MPC3503 COPIER NOV2016	.00	.00
.0	(COUNCIL-PER IT)	.00	.00
1.0	INV#315700096 CUST#20884653	122.43	122.43
.0	SHARP MX2640N COPIER NOV2016	.00	.00
.0	(FIDUCIARY-PER IT)	.00	.00

PURCHASE ORDER TOTAL: 323.45

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142821900	Data Pr - Bldg/Equip Rent				323.45

REQUISITION #: 10043797 PURCHASE ORDER #: 10036092 DESCRIPTION: INV#593366
 VENDOR: 6686 DOUBLE RADIUS
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#593366 PO#20161020IT	896.23	896.23
.0	6-RADIO TRANSMITTERS \$140.96EA	.00	.00
.0	FRT \$50.47	.00	.00

.0 (IT DEPT) .00 .00

PURCHASE ORDER TOTAL: 896.23

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142834100	Data Pr - Supp & Mater'ls				896.23

REQUISITION #: 10043774 PURCHASE ORDER #: 10036093 DESCRIPTION: INV#23223
 VENDOR: 6832 STRESKI REPT/VIDEO SERV
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#23223 CASE#16-F-50	602.00	602.00
.0	VIDEO DEPOSITION/MATERIALS	.00	.00
.0	MILEAGE	.00	.00
.0	(PROS ATTY)	.00	.00
1.0	INV#23222 CASE#16-F-50	866.42	866.42
.0	REPORTING & VIDEO SERVICES	.00	.00
.0	(PROS ATTY)	.00	.00

PURCHASE ORDER TOTAL: 1,468.42

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00140522300	Pro Att - Profess Service				1,468.42

REQUISITION #: 10043753 PURCHASE ORDER #: 10036094 DESCRIPTION: INV#138715523
 VENDOR: 6920 W B MASON CO INC
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#138715523 CUST#C2382927	105.92	105.92
.0	4-BXS LETTER FOLDERS \$12.49EA	.00	.00
.0	4-BXS LEGAL FOLDERS \$13.99EA	.00	.00
.0	(SHERIFF DEPT)	.00	.00
1.0	INV#138745817 CUST#C2382927	135.36	135.36
.0	PUSH PINS,BINDERS,INDEXES,	.00	.00
.0	ACCU STAMPS & CARD HOLDER	.00	.00
.0	(SHERIFF DEPT)	.00	.00

PURCHASE ORDER TOTAL: 241.28

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00170034100	Law Enf-Supp & Materials				241.28

REQUISITION #: 10043787 PURCHASE ORDER #: 10036095 DESCRIPTION: INV#1011
 VENDOR: 693 LES'S AUTO TRUCK REPAIR
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
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1.0	INV#1011 AIR/FUEL FILTERS	962.58	962.58
.0	VALVE,WIRES,PLUGS & 2	.00	.00
.0	CONVERTORS/MANIFOLD	.00	.00
.0	(ANIMAL CONTROL TK#3096)	.00	.00
1.0	INV#1020 DRIVER DOOR OUTSIDE	116.28	116.28
.0	HANDLE	.00	.00
.0	(ANIMAL CONTROL TK#2)	.00	.00
1.0	INV#1011 OIL CHG	39.95	39.95
.0	(ANIMAL CONTROL TK#2)	.00	.00

PURCHASE ORDER TOTAL: 1,118.81

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00371621700	Dog Wrld - Maint/Rpr Autos				1,118.81

REQUISITION #: 10043761 PURCHASE ORDER #: 10036096 DESCRIPTION: INV#537776
VENDOR: 6978 VOIANCE LANGUAGE SERVICES
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#537776 CUST#18236	57.75	57.75
.0	OVER THE PHONE INTERPRETATION	.00	.00
.0	7-CALLS 77 MIN AT \$.75 PER MIN	.00	.00
.0	SEPT01-30 2016	.00	.00
.0	(CENTRAL DISPATCH)	.00	.00

PURCHASE ORDER TOTAL: 57.75

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
19A71223000	911 Fee-Contracted Servic				57.75

REQUISITION #: 10043778 PURCHASE ORDER #: 10036097 DESCRIPTION: INV#1436
VENDOR: 7017 INDEPENDENT K-9 LLC
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#1436 12-50LBS DOG FOOD	351.00	351.00
.0	\$29.25EA "SEPT2016"	.00	.00
1.0	INV#1445 12-50LBS DOG FOOD	351.00	351.00
.0	\$29.25EA "OCT2016"	.00	.00

PURCHASE ORDER TOTAL: 702.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00371634100	Dog Wrld-Supplies/Material				702.00

REQUISITION #: 10043788 PURCHASE ORDER #: 10036098 DESCRIPTION: INV#102016
VENDOR: 7044 JAMIE ROGERS MACLEAN
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 OUTSIDE SERVICES	3,320.00	3,320.00
.0	83 HRS AT \$40.00 PER HR	.00	.00
.0	OCT03-31 2016	.00	.00
.0	(PLANNING DEPT)	.00	.00

PURCHASE ORDER TOTAL: 3,320.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00143922300	PLN&ZON PROF SERVICES				3,320.00

REQUISITION #: **10043806** PURCHASE ORDER #: **10036099** DESCRIPTION: INV#F16103109377
 VENDOR: **7100 HIGHMARK INC.**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#F16103109377 AC#000091355F	7,469.92	7,469.92
.0	OCT24-30 2016	.00	.00

PURCHASE ORDER TOTAL: 7,469.92

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
37140110500	Group Insurance Expense				7,469.92

REQUISITION #: **10043756** PURCHASE ORDER #: **10036100** DESCRIPTION: INV#102016
 VENDOR: **7120 KATHY BUTTS**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 REIMBURSEMENT FOR	14.58	14.58
.0	MILEAGE FROM DAY REPORT CENTER	.00	.00
.0	TO INWOOD,D&N AUTO & RETURN	.00	.00
.0	27 MILES AT \$.54 PER MILE	.00	.00
.0	OCT24-2016	.00	.00
.0	(BC DAY REPORT CENTER)	.00	.00

PURCHASE ORDER TOTAL: 14.58

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00173121400	Travel				14.58

REQUISITION #: **10043771** PURCHASE ORDER #: **10036101** DESCRIPTION: INV#102016
 VENDOR: **7148 IMOGENE ABSHEAR**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 ST VS 16-F-54	97.00	97.00
.0	AIRPORT EXPENSES-LUGGAGE	.00	.00

.0 FEES \$50.00 PARKING FEE \$47.00 .00 .00
 .0 WITNESS FOR (PROS ATTY) .00 .00

PURCHASE ORDER TOTAL: 97.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00140521400	Pro Att - Travel				97.00

REQUISITION #: **10043757** PURCHASE ORDER #: **10036102** DESCRIPTION: INV#102016
 VENDOR: **7149 JERRY KING**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 REIMBURSEMENT FOR	45.90	45.90
.0	MILEAGE FROM DRC TO INWOOD,	.00	.00
.0	TABLER STATION, MARTINSBURG	.00	.00
.0	LOCATIONS & RETURN	.00	.00
.0	85 MILES AT \$.54 PER MILE	.00	.00
.0	OCT18,24-2016	.00	.00
.0	(BC DAY REPORT CENTER)	.00	.00

PURCHASE ORDER TOTAL: 45.90

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00173121400	Travel				45.90

REQUISITION #: **10043793** PURCHASE ORDER #: **10036103** DESCRIPTION: INV#102016
 VENDOR: **7150 WILLIAM W MAY, PH.D.**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 DRUG EDUCATION	660.00	660.00
.0	12 STEP FACILITATION	.00	.00
.0	11 HRS \$60.00 PER HR	.00	.00
.0	OCT12-28 2016	.00	.00
.0	(BC DAY REPORT CENTER)	.00	.00

PURCHASE ORDER TOTAL: 660.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00173122300	Professional Services				660.00

REQUISITION #: **10043799** PURCHASE ORDER #: **10036104** DESCRIPTION: INV#3073724
 VENDOR: **850 WASTE MANAGEMENT WV INC**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#3073724 AC#136009609424131	170.99	170.99
.0	DUMPSTER SERVICE NOV2016	.00	.00

.0	(800 EMMETT ROUSCH)	.00	.00
1.0	INV#3073723 AC#136009673924131	170.99	170.99
.0	DUMPSTER SERVICE NOV2016	.00	.00
.0	(122 WAVERLY CT)	.00	.00

PURCHASE ORDER TOTAL: 341.98

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142421300	CtHouse - Utilities				341.98

REQUISITION #: **10043794** PURCHASE ORDER #: **10036105** DESCRIPTION: INV#5
 VENDOR: **856 W.HARLEY MILLER CONTRACT**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#5 BALANCE OF RETAINING	8,442.00	8,442.00
.0	WALL AT JUDICIAL CENTER	.00	.00
.0	ENCUMBRANCE BAL \$6558.00	.00	.00
.0	FINAL BILL IS \$15000.00	.00	.00

PURCHASE ORDER TOTAL: 8,442.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00198845800	OtrBldgs-Cap Otlly Otr Imp				8,442.00

REQUISITION #: **10043784** PURCHASE ORDER #: **10036106** DESCRIPTION: INV#21342
 VENDOR: **955 D & N AUTO SPECIALISTS**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#21342 INSPECTION	14.00	14.00
.0	(IT DEPT-2006 DURANGO)	.00	.00

PURCHASE ORDER TOTAL: 14.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00142821700	Data Pr - Maint/Rpr Autos				14.00

REQUISITION #: **10043780** PURCHASE ORDER #: **10036107** DESCRIPTION: INV#812210
 VENDOR: **958 I C M A**
 SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#812210 MEMBERSHIP RENEWAL	776.00	776.00
.0	MEMBER #812210	.00	.00
.0	(COUNCIL-DAVIS)	.00	.00

PURCHASE ORDER TOTAL: 776.00

REPORT DATE 11/01/2016
SYSTEM DATE 11/01/2016
FILES ID B

BERKELEY COUNTY COMMISSION
PURCHASE ORDER REGISTER
COMPLETE REPORT

PAGE 20
TIME 11:25:26
USER GCAMPBELL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00140122200	Co Council-Dues/Subscript				776.00

REQUISITION #: 10043807 PURCHASE ORDER #: 10036108 DESCRIPTION: INV#102016
VENDOR: 984 LEWIS CTY CIRCUIT CLERK
SELECT CODE: PURCHASE ORDER PRINTED: NO

QUANTITY	PRODUCT DESCRIPTION	UNIT PRICE	AMOUNT
1.0	INV#102016 CASE#16-MH-230	43.62	43.62
.0	INVOLUNTARY HOSPITALIZATION	.00	.00
.0	SNOW-AUG2016	.00	.00
.0	"REVIEWED BY CIRCUIT CK"	.00	.00

PURCHASE ORDER TOTAL: 43.62

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PROJECT	TASK	COST CODE	AMOUNT
00180122300	Mental Health PROF SERV				43.62

REPORT DATE 11/01/2016
SYSTEM DATE 11/01/2016
FILES ID B

BERKELEY COUNTY COMMISSION
PURCHASE ORDER REGISTER
COMPLETE REPORT

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TIME 11:25:26
USER GCAMPBELL

SUMMARY PAGE INFORMATION

REPORT SEQUENCE: 1. Purchase Order Number

INCLUDING PURCHASE ORDER NUMBERS FROM:
TO: 99999999

ERRORS DETECTED: 0

END OF REPORT

**BERKELEY COUNTY COUNCIL
APPROVED FOR PAYMENT**

DATE _____ CHECK NO. _____

PRESIDENT

COUNCIL

COUNCIL

COUNCIL

COUNCIL

6078

PURCHASE ORDER

BERKELEY COUNTY COUNCIL

Martinsburg, WV 25401

Payment Made on Invoice only. All Invoices MUST Display Authorized Purchase Order Number to Receive Payment.

ISSUED TO:

Larry A. Hess

400 W. Stephen St. Suite 208

Martinsburg, WV 25401

DELIVER TO: (Office, Exact Address)

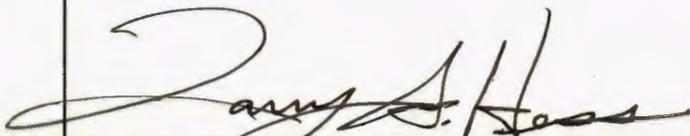
91656

DELIVER BY: _____

DATE

HOW: _____

METHOD

QUANTITY	STOCK NUMBER - DESCRIPTION	PRICE	UNIT	AMOUNT
	Farm Census of 2016 7-7-6C West Virginia Code 10% of Assessor's Salary 50,266			5026 60
				



TOTAL
SCANNED

2016 OCT 02 AM 12:48

RECEIVED

5026 60

MUST BE COMPLETED PRIOR TO ISSUANCE

FUND: 406 - General

ITEM: 102 - Supplemental Salary

OFFICE: Assessor

DEPARTMENT: _____

AUTHORIZED: _____

TITLE: Berkeley County Council

DATE: Oct. 31, 2016

WHITE - CLERK; YELLOW - COUNCIL; PINK - ORIGINATOR; GOLD - VENDOR



West Virginia Department of Agriculture

1900 Kanawha Blvd. E., Charleston, WV 25305
304-558-3550

Walt Helmick
Commissioner

ASSESSOR'S CERTIFICATE OF COMPLIANCE

TO THE HONORABLE COUNTY COURT OF BERKELEY COUNTY

The Assessor of Berkeley County, Larry Hess, has completed the Farm Census of 2016 and has satisfactorily complied with the requirements of the Farm Statistics Law. He is, therefore, eligible to receive compensation from the County Court according to Chapter 7, Article 7, Section 6C of the New Code of West Virginia.

**BERKELEY COUNTY COUNCIL
APPROVED FOR PAYMENT**

DATE _____ CHECK NO. _____

PRESIDENT

COUNCIL

COUNCIL

COUNCIL

Commissioner of Agriculture

West Virginia Department of Agriculture is an equal opportunity employer.

COUNCIL

Sheriff

10/28/2016

INTERNAL BUDGET REVISION

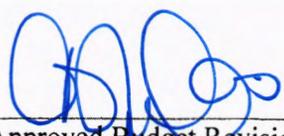
I, Gwen Campbell, Procurement Coordinator, hereby request an internal budget revision change
for Fund # 001 Account # 708 Line Item # 341

The Reason for this change is: pepper spray-for Reserve Officers

(1) Decrease Line Item # 345 by 170.00

(2) Increase Line Item # 341 by 170.00

 10/27/16
Department Head/Elected Official Signature & Date


Approved Budget Revision Administrative Officer 10-28-2016
Date

Approved Budget Revision County Council:



INVOICE

BILLING INQUIRIES (866) 286-1358

PO Box 54430
Lexington, KY 40555-4430

154

ACCOUNT NUMBER	1000126211
TERMS	NET 30
INVOICE NUMBER	006239180
INVOICE DATE	10/14/2016
DUE DATE	11/13/2016
SHIP VIA	UPS Ground
PO #	MITCH
SALES ORDER	6900015
F.O.B. Shipping Point	

Billing Questions: AR@Galls.com

Page 1 of 1

357 1 MB 0.419 E0350X 10454 D1927459358 S2 P3558880 0001:0001



BERKLEY COUNTY DEPUTY
510 S RALEIGH ST
MARTINSBURG WV 25401-2642

SHIP TO: MITCH RINKER
BERKLEY COUNTY DEPUTY
510 SOUTH RALEIGH ST
MARTINSBURG WV 25401

ITEM	ITEM DESCRIPTION	WHS	QTY	PRICE	TOTAL
SR325 GYBK SM REG 345	LAW PRO TWO-TONE POLYESTER L/S UNIFO QM:H061185GYBKSMREG	LEX	1	19.99	19.99
TR024 BKGY 56 OB	LAWPRO PRE-STRIPED TROUSER QM:H002788BKGY56OB	LEX	2	9.75	19.50
SD159 341	DT/FL MK-4 FIRST DEFENSE 360 AEROSOL QM:H02 4932	LEX	12	14.09	169.08

708

1Z4109850321245478,1Z4109850321245352

SUBTOTAL: 208.57
 SHIPPING: 0.00
 TAX: 0.00
 CREDITS/PREPAYMENTS: 0.00
TOTAL CHARGES CURRENT SHIPMENT: \$208.57

To ensure proper payment application, please write your account number on your check, and include the attached coupon with your payment.



INVOICE DATE 10/14/2016
ACCOUNT NUMBER 1000126211

DUE DATE 11/13/2016
AMOUNT DUE \$208.57
INVOICE NUMBER 006239180

Bill To:

BERKLEY COUNTY DEPUTY
510 S RALEIGH ST
MARTINSBURG WV 25401-2642

Payable To:

GALLS, LLC
P.O. BOX 71628
CHICAGO, IL 60694-1628

1 001000126211 0000006239180 0 0000020857 0000020857 ?

REPORT DATE 10/27/2016
 SYSTEM DATE 10/27/2016
 FILES ID B

BERKELEY COUNTY COUNCIL
 STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS

PAGE 1
 TIME 10:33:24
 USER GCAMPBELL

AS OF 10/2016

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-708-217-00						
Pol Spec- Maint/Rpr Autos	5000.00	317.91	317.91	710.34	3971.75	20.56
001-708-226-00						
Pol Spec Insurance & Bond	1000.00				1000.00	
001-708-341-00						
Pol.Spec.Dty-Supp&Materl				169.08	-169.08	
001-708-345-00						
Pol.Spec.Duty - Uniforms	4000.00			39.49	3960.51	.98
TOTALS FOR DEPT 708	10000.00	317.91	317.91	918.91	8763.18	12.36
TOTALS FOR General County	10000.00	317.91	317.91	918.91	8763.18	12.36
REPORT TOTALS	10000.00	317.91	317.91	918.91	8763.18	12.36

Alan

INTERNAL BUDGET REVISION

I, Gwen Campbell, Procurement Coordinator, hereby request an internal budget revision change
for Fund # 001 Account # 731 Line Item # 217

The Reason for this change is: VEHICLE EXPENSES (DRC)

- (1) Decrease Line Item # 341 by 500.00
- (2) Increase Line Item # 217 by 500.00



10-28-2014

Department Head/Elected Official Signature & Date



10-28-2014

Approved Budget Revision
Administrative Officer

Date

Approved Budget Revision County Council:

BERKELEY COUNTY COUNCIL
 STATEMENT OF EXPENDITURES, ENCUMBRANCES & APPROPRIATIONS

AS OF 10/2016

	APPROPRIATIONS (REVISED)	MONTH-TO-DATE EXPENDITURES	YEAR-TO-DATE EXPENDITURES	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	EXPENDED and ENCUMBERED %
001-731-103-00 Community Corr Prog-Sal.	79800.00	17192.36	17192.36		62607.64	21.54
001-731-104-00 Community Corr Prog-FICA	13372.00	1315.23	1315.23		12056.77	9.83
001-731-105-00 Community Corr Prog- Ins.	40740.00	697.78	697.78		40042.22	1.71
001-731-106-00 Community Corr Prog-Ret.	20976.00	2038.00	2038.00		18938.00	9.71
001-731-108-00 Community Corr Prog-O.T.	5000.00				5000.00	
001-731-212-00 Printing	2500.00				2500.00	
001-731-214-00 Travel	1500.00				1500.00	
001-731-218-00 Postage	50.00				50.00	
001-731-221-00 Training & Education	3000.00				3000.00	
001-731-222-00 Dues & Subscriptions	500.00				500.00	
001-731-223-00 Professional Services	15000.00			1548.48	13451.52	10.32
001-731-230-00 Cpntracted Services	10000.00				10000.00	
001-731-341-00 Supplies & Materials	15000.00	516.26	516.26	225.29	14258.45	4.94
001-731-567-00 CommBasedCorr-Ctrib/Gov't	95000.00				95000.00	
TOTALS FOR DEPT 731	302438.00	21759.63	21759.63	1773.77	278904.60	7.78
TOTALS FOR General County	302438.00	21759.63	21759.63	1773.77	278904.60	7.78
REPORT TOTALS	302438.00	21759.63	21759.63	1773.77	278904.60	7.78

RMH
10-14-16
PAYROLL

INTERNAL BUDGET REVISION

I, Renee Hudson, Payroll Clerk, hereby request an internal budget revision change

for Fund # 001 Account # 405 Line Item # 108

The Reason for this change is: \$644.00 is needed to bring two line current.

(1) Decrease Line Item # 103 by \$4,000

(2) Increase Line Item # 108 by \$4,000

Miranda
~~Conrad~~
Dunbar's
remaining salary until end of year.

[Signature]
Department Head/Elected Official Signature & Date

[Signature]

Approved Budget Revision
County Administrator

10-26-2016
Date

Approved Budget Revision County Council:

Present:

Douglas E. Copenhaver, Jr., President

Elaine C. Mauck, Councilperson

James R. Barnhart, Councilperson

Dan Dulyea, Councilperson

Alan J. Davis, County Administrator

Norwood Bentley, III, Legal Director

Penny Shewell, Office Administrator

Vice President Whitacre was not present for the meeting.

Also Present: Gwen Campbell, Procurement Coordinator; The Honorable Larry Hess, Assessor; Heather Williams, Planning Department; Chris Overton, Grants Administrator; Mike Thompson, Planning Director; Tommy Puffenburger, Facilities Director

Re: Call to Order

President Copenhaver called the October 20, 2016 Berkeley County Council Meeting to Order at 9:35 A.M.

Re: Items from the Public

There were no items from the public.

Re: Agenda

Councilperson Dulyea made a motion to approve the Agenda for the October 20, 2016 Berkeley County Council meeting. Councilperson Mauck seconded the motion. The motion carried unanimously.

Re: Consent Agenda

1. Purchase Order Log

Councilperson Barnhart questioned the invoice for \$800,000. Alan Davis, County Administrator stated that this was the semi-annual bond payment for all bonds.

2. Internal Budget Revisions

Mr. Davis reviewed the two (2) internal budget revisions received.

3. Approval of Minutes

There were no changes to the October 6, 2016 Berkeley County Council meeting minutes.

4. Changes in Status

President Copenhaver stated that a new hire recommendation was received from Alan Davis, County Administrator and Tim Czaja, Director, Berkeley Day Report Center for Kacey Fair to be hired as a Case Manager with an annual salary of \$34,000.

President Copenhaver stated that a new hire recommendation was received from Pamela-Games Neely, Prosecuting Attorney for John Lehman to be hired as an Assistant Prosecuting Attorney with an annual salary of \$54,230. He further stated that this position was replacing Erin Swisshelm's position.

5. Council Calendar

President Copenhaver reviewed the Council Calendar for the month of October.

6. Board and Commission Calendar

President Copenhaver reviewed the Board and Commission calendar for the month of October.

7. ATV Ordinance – Petition to Add Union Gap Subdivision

**8. Bond Reduction – Dan Ryan Builders
The Village at Washington Trail East File # 058-02**

Re: Consent Agenda Approval

Councilperson Mauck made a motion to approve the Consent Agenda for the October 20, 2016 Berkeley County Council meeting. Councilperson Barnhart seconded the motion. The motion carried unanimously.

Re: Correction of Assessments Log, Apportionment of Assessment Applications, Consolidation and Deconsolidation of Properties Applications – Assessor's Office

The Honorable Larry Hess, Assessor appeared before the Council and presented nine (9) personal tax exonerations for reason of office error totaling \$926.76.

Councilperson Dulyea made a motion to approve then nine (9) personal tax exonerations for reason of office error totaling \$926.76. Councilperson Mauck seconded the motion. The motion carried unanimously.

Re: Recovery Services Update

Councilperson Dulyea stated that the Recovery Services Resource Center received a donation of furniture from the Community Health Center and wanted to know what the plan was for the center to be open. Mr. Davis stated that Kevin Knowles would need to come up with a plan for the room, but the room could not be left open unattended.

Re: Honorary County Councilperson

Councilperson Mauck introduced Spencer Shirley, a senior from Hedgesville High School. Mr. Shirley stated that he planned to attend WVU and study law. Councilperson Mauck swore in Mr. Shirley as Honorary County Councilperson and presented him with a certificate.

Re: Board Meeting Reports

Councilperson Barnhart reported that he attended the Health Department Board meeting where they held an election of officers. He also reported that staff reports were presented and it was reported that they would need \$35,000 to begin the “Do No Harm” program. He also reported that he attended the MPO meeting on the widening of I81.

Councilperson Mauck reported that she attended the MPO meeting regarding the widening of I8 along with Brian Ross, Engineering Director and Heather Williams from the Planning Department. She also stated that she spoke with representatives regarding MS4 issues. Councilperson Mauck reported that she attended the WV presentation of the 50th anniversary where Berkeley County Historic Landmarks received an award for preservation law. She also reported that she and H.D. Boyd, City Councilman met with representatives from the Department of Highways (DOH) regarding the Roundhouse and also attended a Brownsfield meeting. Councilperson Mauck reported that she attended the Farmland Protection board meeting and stated that they are trying to establish a pool of funding of approximately \$500,000 to be able to purchase the easement to properties for farmland protection. She also reported that she attended the Parks and Recreation Board meeting where they reported updates on the facilities.

Councilperson Dulyea reported that he attended the Chill’s Grand Opening and ribbon cutting ceremony. He stated that they started off filling 130 jobs working with Martinsburg and Spring Mills High Schools, Councilperson Dulyea also reported that he attended the Eastern Panhandle Transit Authority meeting, but was unable to attend the Sewer District meeting. He also reported that he attended the Criminal Justice Board meeting where the Berkeley Day Report center reported now having forty seven (47) clients.

President Copenhaver reported that he attended the Fire Board meeting where they discussed the hose testing for replacements in the fire halls. He also reported that the Fire Board hired a Grants Administrator to administer the grant for the South Berkeley Fire Hall project. President Copenhaver reported that bids were opened for the kitchen for South Berkeley. President Copenhaver reported that he along with Alan Davis and Norwood Bentley met with representatives from the City of Martinsburg regarding the drug epidemic.

Re: Board and Commission Vacancies

President Copenhaver stated that a resignation had been received from Tony Zelenka for the Development Authority and requested that a letter of thanks be sent to him. He also stated that a letter of resignation was received from Sharon Bartgis for the Eastern Panhandle Transit Authority and requested a letter of thanks be sent to her.

Councilperson Mauck requested to have John Langdon scheduled for an interview as a candidate for the Farmland Protection Board.

Councilperson Mauck made a motion to reappoint Barbara Bratina to the Farmland Protection Board for a full term. Councilperson Barnhart seconded the motion. The motion carried unanimously.

Councilperson Mauck made a motion to reappoint Daniel Lewis to the Farmland Protection Board for a full term. Councilperson Barnhart seconded the motion. The motion carried unanimously.

Councilperson Dulyea made a motion to appoint Bill Klingelsmith to the Eastern Panhandle Transit Authority to fill the unexpired term of Sharon Bartgis. Councilperson Mauck seconded the motion. The motion carried unanimously.

**Re: Doug Pixler, Director, Eastern Panhandle Transit Authority
Proclamation Public Transit Month 2016**

Doug Pixler, Director and Elaine Bartleson of the Eastern Panhandle Transit Authority appeared before the Council to present a proclamation for Public Transit Month 2016. Mr. Pixler spoke regarding the upcoming projects for the EPTA. Ms. Bartleson read the Proclamation.

Councilperson Dulyea made a motion to adopt the Proclamation for Public Transit Month 2016. Councilperson Mauck seconded the motion. The motion carried unanimously.

**Re: Interview Board and Commission Vacancy
P.J. Orsini – Candidate – Development Authority**

P.J. Orsini appeared before the Council and was interviewed as a candidate for the Development Authority.

**Re: Interview Board and Commission Vacancy
Tina Combs – Candidate – Development Authority**

Tina Combs appeared before the Council and was interviewed as a candidate for the Development Authority.

Re: Proclamation Red Ribbon Week

Councilperson Mauck read the Proclamation for Red Ribbon Week.

Councilperson Barnhart made a motion to approve the Proclamation for Red Ribbon Week. Councilperson Mauck seconded the motion. The motion carried unanimously.

**Re: Heather Williams, Planner II
Comprehensive Plan Ordinance**

Heather Williams, Planner II appeared before the Council and presented an Ordinance for the Comprehensive Plan. She stated that the Planning Commission had adopted the Ordinance at their Monday night meeting.

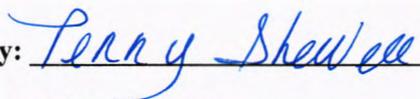
Councilperson Dulyea made a motion to adopt the Comprehensive Plan Ordinance as presented by Mrs. Williams. Councilperson Mauck seconded the motion. The motion carried unanimously.

**Re: Chris Overton, Grants Administrator
Potential Grant Review – WV Division of Culture & History
Survey and Planning Grant Program**

Chris Overton, Grants Administrator appeared before the Council and reviewed the grant opportunity for the Council's input for property that could be registered as historical property.

Re: Recess

Councilperson Barnhart made a motion to Recess the October 20, 2016 Berkeley County Council meeting. Councilperson Mauck seconded the motion. The motion carried unanimously.

Submitted by: 

Penny Shewell, Office Administrator

Approved by: _____

Douglas E. Copenhaver, Jr., President

November 3, 2016

Alan Davis

From: Mary C. Kackley
Sent: Tuesday, November 01, 2016 9:25 AM
To: A Light
Cc: Alan Davis
Subject: RE: Resignation

Andy,

I have received and accept your resignation from Berkeley County Central Dispatch. I thank you for the many years of service you have given to the department. and wish you the very best in any future endeavor you choose.

Sincerely,

Mary

From: A Light <alight911@gmail.com>
Sent: Tuesday, November 1, 2016 9:02 AM
To: Mary C. Kackley
Cc: Alan Davis
Subject: Resignation

Mary,

Attached is a copy of my resignation letter. I hope you're recovering well and will soon be back in the office. Please call or email me if you need anything.

Andy

11/01/2016

Dear Mary Kackley,

Please accept this letter as formal notification that I am resigning from my position as Deputy Director of Berkeley County Central Dispatch effective immediately. Thank you very much for the opportunity to work at Central Dispatch for the past 13 years. I've greatly enjoyed and appreciated my employment and everything that I've learned during my time there.

I wish Central Dispatch continued success and I hope to stay in touch in the future.

Sincerely,

Andrew Light



Berkeley County Council

400 W. STEPHEN STREET, SUITE 201
MARTINSBURG, WV 25401
PHONE: (304) 264-1923



THE COUNCIL

DOUGLAS E. COPENHAVER, JR.
JIM WHITACRE
ELAINE C. MAUCK, M.A.
JAMES R. BARNHART
DAN DULYEA

ALAN J. DAVIS
COUNTY ADMINISTRATOR

www.berkeleywv.org

DATE: November 1, 2016
TO: County Council
FROM: Alan J. Davis-County Administrator *AJD*
RE: Recommendation to hire

As the Council is aware, we currently maintain a “pool” of qualified part-time, as-needed firefighters & HAZMAT Technicians to fill in for our regular full-time personnel when they are absent on leave, are in training, etc. We have a continuous recruitment process in place to keep the pool filled with qualified personnel.

Mr. Eddie Gochenour would like to recommend the following individual(s) for employment as part-time, as-needed firefighter(s).

APPLICANT NAME	EDUCATION	EXPERIENCE/TRAINING
Daniel B. Coffman	Various HAZMAT, EMT & Fire Fighter certifications.	Currently a Firefighter with the 167 th ALW Fire Department.

I have reviewed the application(s) and spoken with Mr. Gochenour. I support Mr. Gochenour’s recommendation to offer employment to the above listed applicant(s) at the entry level hourly rate of \$10.50 per hour.

Neither Mr. Gochenour nor I have any familial relationship with any of the recommended applicant(s).

Thank you for your consideration of this matter. If there are any questions, please do not hesitate to contact me.

Attachment(s)



BERKELEY COUNTY COUNCIL

400 West Stephen Street, Suite 201
MARTINSBURG, WV 25401
FAX 304-267-5049
www.berkeleycountycomm.org

EMPLOYMENT APPLICATION

(PLEASE PRINT)

POSITION APPLIED FOR: <u>Part Time Berk. Fire</u>		DATE OF APPLICATION <u>27 Oct 2016</u>	
HOW DID YOU LEARN ABOUT US?			
<input type="checkbox"/> ADVERTISING	<input type="checkbox"/> EMPLOYMENT AGENCY	<input type="checkbox"/> FRIEND	
<input type="checkbox"/> RELATIVE	<input type="checkbox"/> WALK-IN	<input checked="" type="checkbox"/> OTHER _____	
LAST NAME <u>Coffman</u>		FIRST NAME <u>Daniel</u>	MIDDLE NAME <u>Brian</u>
NO. <u>1089</u>	STREET <u>3 Run Road</u>	CITY <u>Bunker Hill</u>	STATE <u>WV</u>
TELEPHONE NUMBER(S)		HOME <u>N/A</u>	CELL <u>(304) 676-4443</u>
			ZIP CODE <u>25413</u>

If you are under 18 years of age, can you provide required proof of you eligibility to work? yes no

Do you currently have any family members employed by Berkeley County? yes no

If yes, provide name of relative and department to which they are assigned. N/A

Have you ever been employed with us before? yes no

If yes, give date N/A

Are you currently employed? yes no

May we contact your present employer? yes no

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? yes no

Proof of citizenship or immigration status will be required upon employment.

On what date would you be available to work? ASAP

Are you available to work: Full Time Part Time Temporary

Are you currently on "lay-off" status and subject to recall? yes no

Can you travel if a job requires it? yes no

Have you ever been convicted of a felony or crime of moral turpitude?

yes no

If yes, explain N/A

EMPLOYMENT HISTORY: Beginning with present employer. Please fill in all sections completely.

NAME 167th ALW Fire Department
 MAILING ADDRESS 222 Sabre Jet Blvd
 TYPE OF BUSINESS Military Fire Fighter
 LAST POSITION HELD Fire Fighter
 NAME OF SUPERVISOR/TELEPHONE NUMBER Jeff Gezyler/4106528302
 DESCRIBE THE WORK YOU DID ARFF, Fire I II, Hazmat
Awr. / DAs, DPO
 REASON FOR LEAVING Currently Employed

EMPLOYED FROM Jan 2013
 TO Current
 STARTING SALARY 39,000
 LAST SALARY 43,900
 PART TIME
 FULL TIME

NAME 167th Security Forces Squadron
 MAILING ADDRESS 222 Sabre Jet Blvd
 TYPE OF BUSINESS Military Police
 LAST POSITION HELD Military Police
 NAME OF SUPERVISOR/TELEPHONE NUMBER Matt Wilson/3046165301
 DESCRIBE THE WORK YOU DID Gate guard, Patrol man,
aircraft security
 REASON FOR LEAVING Better Salary

EMPLOYED FROM June 2012
 TO Jan 2013
 STARTING SALARY 10.50 /hr
 LAST SALARY 13.50 /hr
 PART TIME
 FULL TIME

NAME 167th ALW NDI Laboratory
 MAILING ADDRESS 222 Sabre Jet Blvd
 TYPE OF BUSINESS Aircraft Maintenance
 LAST POSITION HELD NDI Journeyman
 NAME OF SUPERVISOR/TELEPHONE NUMBER Matt Athey/3048863499
 DESCRIBE THE WORK YOU DID Performed non-destructive
testing procedures for military
aircraft
 REASON FOR LEAVING Employment Cuts /
downsizing due to new aircraft

EMPLOYED FROM Nov 2010
 TO June 2012
 STARTING SALARY WG 10
 LAST SALARY WG 10
 PART TIME
 FULL TIME

NAME _____
 MAILING ADDRESS _____
 TYPE OF BUSINESS _____
 LAST POSITION HELD _____
 NAME OF SUPERVISOR/TELEPHONE NUMBER _____
 DESCRIBE THE WORK YOU DID _____
 REASON FOR LEAVING _____

EMPLOYED FROM _____
 TO _____
 STARTING SALARY _____
 LAST SALARY _____
 PART TIME
 FULL TIME

IF MORE SPACE IS NEEDED USE ADDITIONAL SHEETS

Education

	Name and Address of School	Course of Study	Years Completed	Diploma Degree
Elementary School	Gerrardstown 15 Dominion Rd			
High School	Mussetman High		4	Yes
Undergraduate				
Graduate Professional				
Other (Specify)	James Rumsey 3274 Hville Road		2	Apprentice License

Indicate any foreign languages you can speak, read, and/or write.			
	FLUENT	GOOD	FAIR
SPEAK			
READ			
WRITE			

Describe any specialized training, apprenticeship, skills, and extra-curricular activities.

Fire I, Fire II, Hazmat Awar., Hazmat OPS
 AREF, DPO, EVOE, telecom I, telecom II
 MWS, Currently enrolled in Instructor I
 will have officer I completed by
 the end of 2016.

Instructions to applicant regarding form: Please sign form where requested and date it with the current date. Each employer you listed under Employment History will be contacted and asked to answer the remaining questions.

REFERENCE SHEET

To Whom It May Concern:

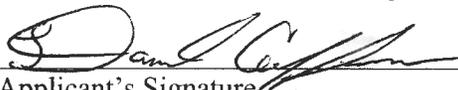
The person named below has given your name as a past employer. Your response will be kept in strict confidence.

Please return this form in the addressed envelope enclosed for you convenience.

Sincerely,

Alan J. Davis
County Administrator

I hereby authorize the organization listed below to disclose any requested information regarding my employment with said organization to Berkeley County Council and agree to release the organization and its agent from all liability as a result of such a disclosure.

 27 Oct 2016
Applicant's Signature Date

Name: Coffman, Daniel B. Employed from Jun 2012 to Jan 2013

Company: 167th Security Forces Squadron

Location of Employment: 222 Sabre Jet Blvd

Martinsburg WV 25405

Reason(s) for Leaving: Higher Salary Opportunity

Eligible for Rehire? Yes No

Job Title: Security Forces Augmentee

Final Average Monthly Earnings: \$ 1,700.00

Does this person have a history of work place violence?

NO

Matt Wilson
Company Officer (304) 616-5301

Call after 1500

MSgt. 27 Oct 2016
Title Date

BERKELEY COUNTY COUNCIL EMPLOYMENT APPLICATION

ADDITIONAL INFORMATION

Other Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

DoD Fire Academy, Fire I, Fire II, Hazmat
AWAC, Hazmat ops, DPO, Evac, + fire I, II

SPECIALIZED SKILLS

Computer Programs (Please List)

Microsoft Word / Excel / Powerpoint

Firehouse

Other _____

REFERENCES

1. Derrick Wood 540-325-2447
NAME PHONE
148 Miranda Ct. Martinsburg WV 25403
ADDRESS CITY STATE ZIP CODE
2. Jeff Powers 571-283-1185
NAME PHONE
209 Timothy Dr. Martinsburg WV 25405
ADDRESS CITY STATE ZIP CODE
3. Adam Carder 304-359-0874
NAME PHONE
85 Clouse Ln Paw Paw WV 25434
ADDRESS CITY STATE ZIP CODE

APPLICANT'S STATEMENT

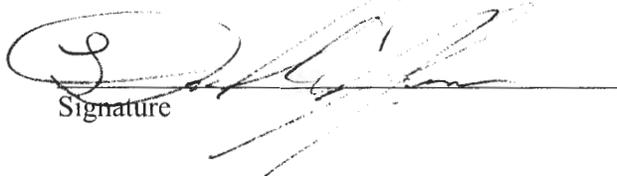
I certify that the answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 180 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is on an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless change is specifically acknowledged in writing by an authorized representative of the County Council.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also that I am required to abide by all rules of the employer


Signature

27 Oct 2016
Date

FOR INTERNAL USE ONLY

Arrange Interview yes no

Remarks _____

Employed yes no Date of Employment _____

Job Title _____ Hourly rate/salary _____

NOTES: _____



Berkeley County Central Dispatch

MARY KACKLEY, DIRECTOR
802 EMMETT ROUSCH DRIVE, SUITE A
MARTINSBURG, WEST VIRGINIA 25401



CENTRAL DISPATCH
NON-EMERGENCY PHONE
(304) 263-1330
FAX: (304) 263-1392

ADDRESS CONVERSION
PHONE NUMBER
(304) 263-5271
FAX: (304) 264-4468

MEMO

DATE: November 1, 2016
TO: Berkeley County Council
ATTN: Alan Davis, *County Administrator*
FROM: Mary C. Kackley, *Director*
RE: Change of Status – Carolyn Smith

Currently, one (1) Shift Supervisory position exists within this Department. An internal vacancy announcement was posted, applications received and applicants were tested and interviewed.

The above named employee successfully tested and interviewed for the position. Therefore, I am requesting that Carolyn Smith be approved to fill the open Shift Supervisor's vacancy. I am recommending Ms. Smith's salary to be \$38,396.80 annually which is the entry level salary for that classification. I am further requesting the promotion and salary be made effective November 15, 2016.

cc: Employee File

BOARDS/COMMISSION CALENDAR

NOVEMBER 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 9:30 Senior Services 5:00 pm Sewer District 7:00 pm Airport Authority	2	3	4	5
6	7 6:00 pm Planning Commission	8 GENERAL ELECTION DAY OFFICES CLOSED	9 9:30 am Development Authority 10:00 am CVB	10 6:30 pm Fire Board	11 VETERAN'S DAY OFFICES CLOSED	12
13	14 12:00 pm Region 9 2:30 pm LEPC 4:00 pm EPTA 5:00 pm Water District 6:00 pm Farmland Protection	15 9:00 WRNR –Barnhart 11:30 am Parks & Rec 2:00 pm Central Dispatch 6:00 pm Roundhouse Authority	16 4:00 pm Berkeley County Criminal Justice Board 6:00 pm Solid Waste Authority	17	18 9:00 am WEPM Talk Radio-Jim Barnhart	19
20	21 6:00 pm Planning Commission	22 4:00 pm Health Board 5:00 pm Sewer District	23 3:00 pm Senior Services	24 THANKSGIVING  OFFICES CLOSED	25 THANKSGIVING  OFFICES CLOSED	26
27	28 1:00 pm Historic Landmarks 5:00 pm Water District	29	30			

COUNCIL CALENDAR

NOVEMBER 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3 9:30 am County Council Meeting	4	5
6	7	8 OFFICES CLOSED 	9	10 9:30 am County Council Meeting	11 OFFICES CLOSED 	12
13	14	15	16	17 9:30 am County Council Meeting	18	19
20	21	22	23	24 THANKSGIVING OFFICES CLOSED 	25 OFFICES CLOSED 	26
27	28	29	30			

BERKELEY COUNTY ENGINEERING AND
BUILDING INSPECTIONS DEPARTMENTS
400 WEST STEPHEN STREET
MARTINSBURG, WV 25401
PHONE (304) 264-1966 FAX (304) 262-3128
www.berkeleywv.org

10/26/2016

Faith Christian Academy
138 Greensburg Road
Martinsburg, WV 25404

RE: Grading permit application R01407-16

The above referenced project has been mostly stabilized, some seed and mulch still required. Therefore the associated bond in the amount of \$125,497.80 may be reduced for a retained surety in the amount of \$18,824.67. Not less than 15% of the bonded amount is to be held for 180 days after approval. We will revisit the site on April 30, 2017. If all items remain satisfactory the remaining amount will automatically be released. Any further construction will require a new grading permit application prior to the start of construction.

Sincerely,

Steve D. Aberegg
Assistant County Engineer
saberegg@berkeleywv.org

Berkeley County Assessor's Office
Larry A. Hess, Assessor
400 West Stephen Street, Suite 208
Martinsburg, WV 25401-3838
Telephone 304-264-1904 Fax 304-262-8484

To: THE BERKELEY COUNTY COUNCIL
MR. JOHN SMALL, BERKELEY COUNTY CLERK OF COUNTY
COUNCIL
Mr. Kenneth Lemaster, BERKELEY COUNTY SHERIFF/TREASURER

FROM: Larry A. Hess, BERKELEY COUNTY ASSESSOR

DATE: October 31, 2016
SUBJECT: APPORTIONMENT OF ASSESSMENT OF TAXES PER FINAL DIVORCE
ORDER DETERMINING REDISTRIBUTION OF 2016 TAX LIABILITY

In accordance with West Virginia House Bill 2034, I have been requested to apportion the 2016 assessment in the names of **Patricia (Tricia) McBroom and Brent F. McBroom**. A copy of the Final Divorce Order has been presented and will be apportioned from the 2016 Falling Waters Personal Property Book as follows:

Patricia (Tricia) McBroom
Brent McBroom
483 Kestrel Drive
Falling Waters, WV 25419
ACCOUNT #02152004 TICKET #609368
DISTRICT 02 PAGE 908 LINE 09

INCLUDES: 2001 Saturn SE (930 Class III)
2003 Chevrolet Trailblazer (1725 Class III)

TOTAL ASSESSED VALUE = \$2655 (Class III)

TOTAL TAX AMOUNT=\$63.86

Two accounts and tax statements, totaling original assessment and tax amount above, will be prepared and distributed as follows:

(Continued on Page 2)

RECEIVED
2016 NOV -1 AM 8:29
BERKELEY COUNTY COUNCIL

This is Patricia's acct #

McBroom Brent

This acct will stay Patricia
02152004
Patricia
2/21/16

R2017 10/31/16

LARRY A. HESS, ASSESSOR
BERKELEY COUNTY ASSESSOR'S OFFICE
400 WEST STEPHEN STREET, SUITE 208
MARTINSBURG, WV 25401

BUSINESS CODE: 40 TAX YEAR: 2016

BERKELEY COUNTY, WEST VIRGINIA INDIVIDUAL PERSONAL PROPERTY AND REAL ESTATE REPORT (PROPERTY OWNED ON JULY 1, 2015)
THE LAW PROVIDES THAT EVERY PERSON LIABLE TO TAXATION SHALL MAKE A REPORT IN WRITING TO THE ASSESSOR OF THEIR PROPERTY WHETHER CALLED UPON BY THE ASSESSOR OR NOT. THIS REPORT SHOULD BE REVIEWED AND FILED WITH THE APPLICABLE CHANGES AS SOON AS POSSIBLE AFTER JULY 1, BUT NO LATER THAN THE FIRST DAY OF OCTOBER. REFER TO INSTRUCTIONS, IF ENCLOSED, OR CONTACT YOUR ASSESSOR'S OFFICE IF YOU NEED ASSISTANCE IN COMPLETING THIS FORM. FILING LATE OR FAILURE TO FILE MAY RESULT IN A \$25.00 TO \$100.00 PENALTY.



Brent & Tricia McBroom
483 Kestrel Drive
Falling Waters, WV 25419

ACCOUNT #: 02152004
PHYSICAL ADDR:
TAX YEAR: 2016 BASED ON JULY 1, 2015
TAX DISTRICT: 02 - Falling Waters
PHONE: CELL:
SS #: (optional)

CHANGE OF ADDR: _____
EMAIL: _____

SCHEDULE 1 ----- VEHICLES, BOATS, BOAT MOTORS, AIRCRAFT, LIST CARS, TRUCKS, VANS, MOTORCYCLES (SHOW CCS), SCOOTERS, MOBILITY UTILITY TRAILERS, DOZERS, BACKHOES, WELDERS, RECREATIONAL 4-WHEELER, INCLUDE UNLICENSED VEHICLES. (DO NOT LIST LEASED VEHICLES) VIN IF YOU DO NOT OWN ANY, WRITE NONE! ACTIVE MILITARY PERSONNEL *OLDER VEHICLES MAY REQUIRE A PHOTO AS OF JULY 1, 2015

02 02 02152004 40
MCBROOM BRENT
TRICIA
483 KESTREL DRIVE
FALLING WATERS WV 25419

AND TRAILERS,
DOGS ETC.
AS ON JULY 1.

TYPE	MAKE	MODEL	YEAR	VIN, CC'S FOR MOTORCYCLES & ATV'S LENGTH, WIDTH OF RV, BOATS & TRAILERS	PURCHASE YEAR	PURCHASE COST	OWNER'S VALUE	ASSESSOR USE
Tricia	Chevy	Trailblazer	'03	1GNDDT135432295812	2011	7,000		2875
Brent	SATURN	SC2	'01	1G8ZR12791Z203219	2000	18,000		1550
For 2015 and on Brent is Filing under his own acct #.								
They are now separated. 6-1-16mm								
11-13-15 Dm								

*** ALL PERSONAL PROPERTY WITH MULTIPLE YEAR LICENSE RENEWAL MUST BE REPORTED ON THIS FORM PER WV STATE CODE.***

SCHEDULE 2 ----- MOBILE HOMES AND CABINS - MORE THAN 1 ATTACH LIST
MOBILE HOME TRADE NAME ACCOUNT ID SIZE YEAR PERMIT# USED FOR RESIDENCE OR RENTAL

Maid 8/25/15mm

IMPROVEMENTS TO MOBILE HOME: OWNER'S VALUE ASSESSOR'S VALUE
NAME OF LANDOWNER PHONE NUMBER:
CABIN SIZE: YEAR BUILT: OWNER VALUE:

IF YOU WILL BE 65 YEARS OF AGE, OR OLDER, BEFORE JUNE 30TH OF THE NEXT YEAR, OR IF YOU ARE PERMANENTLY DISABLED, THEN YOU MAY FILE FOR THE HOMESTEAD EXEMPTION. SEPARATE APPLICATION MUST BE MADE TO THE COUNTY ASSESSOR NO LATER THAN DEC 1

TAXPAYER'S SIGNATURE Tricia McBroom DATE 7/25/15 (See Reverse or Next Page)

Office error

TAXABLE YEAR OF 2016
EXONERATIONS/CORRECTION OF ASSESSMENTS

Personal Real Estate

Page 1 – October 31, 2016

Ticket #	District	Name Listed on Tax Ticket	Value Exonerated on New Tax Exonerated Statement	Reason for Exoneration	By
0700000593s	07 Mill Creek	King, Dallas T.	\$173.14	The incorrect value was keyed in error.	Office error
630182	07 Mill Creek	Wilber, Roger L.	\$411.08	The taxes are paid under the renter's account.	Office error

The above listed exonerations have been

Approved by , Assessor _

The above exonerations are hereby approved by the
 Berkeley County Council on the 3rd day of November.

_____ County Council
 _____ Prosecuting Attorney

RECEIVED
 2016 NOV - 11 AM 9:23
 BERKELEY COUNTY CLERK

Office error

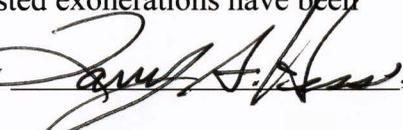
TAXABLE YEAR OF 2016 EXONERATIONS/CORRECTION OF ASSESSMENTS

 Personal X Real Estate

Page 1 – October 31, 2016

Ticket #	District	Name Listed on Tax Ticket	Value Exonerated on New Tax Exonerated Statement	Reason for Exoneration	By
48597	08 Opequon	Berkeley County Developmental Authority	\$1276.44	The property should have been exempt for 2016 TY.	Office error

The above listed exonerations have been

Approved by , Assessor

The above exonerations are hereby approved by the
Berkeley County Council on the 3rd day of November.

_____ County Council

_____ Prosecuting Attorney

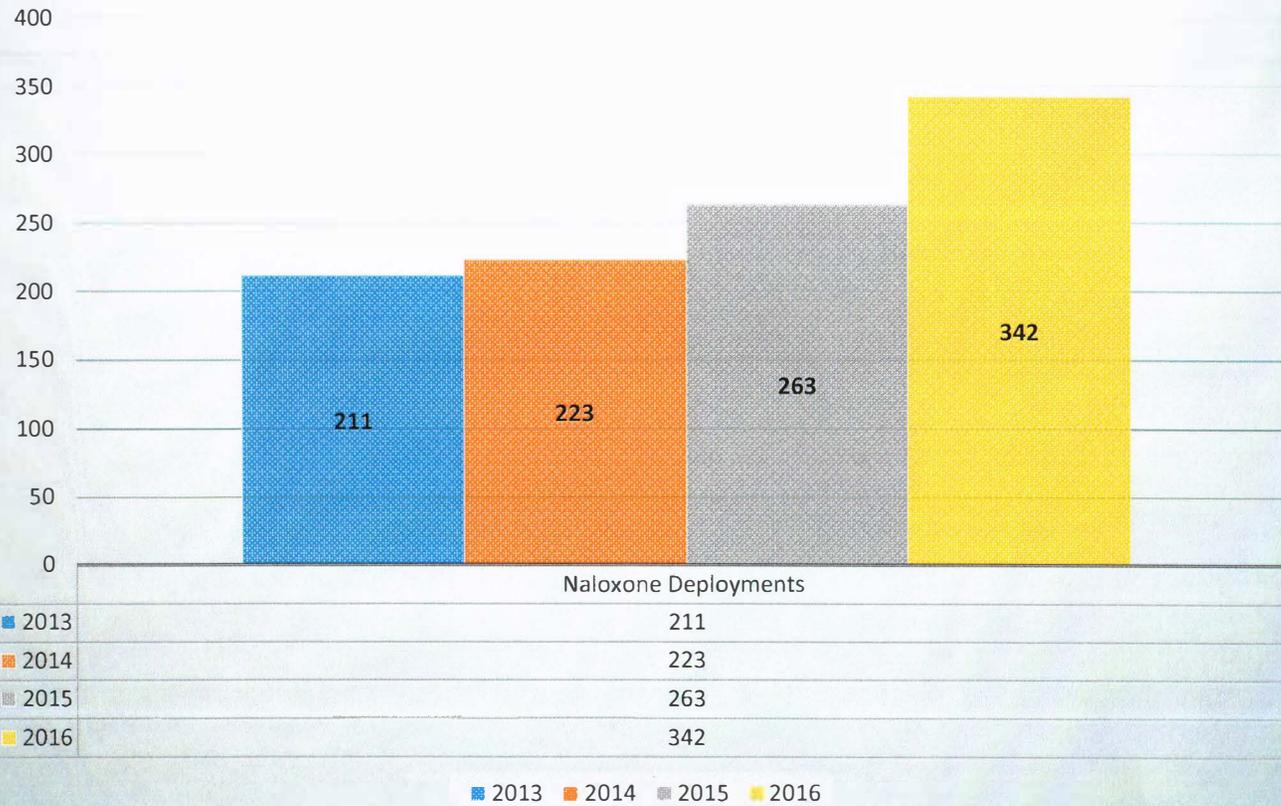
RECEIVED
 2016 NOV -1 10:08:29
 BERKELEY COUNTY COUNCIL

Kevin Knowles
Community Recovery Services Coordinator
Berkeley County, West Virginia 25401
kknowles@berkeleywv.org
O: 304-264-1923 ext. 8133
C: 304-676-7731

Topics of Discussion

1. Statistic update
2. Harm Reduction update
3. Shepherd University/BRTC Nursing program
4. Chamber presentation

Berkeley County Narcan Counts 2013-2016



BOARDS & COMMISSIONS**VACANCIES THRU 2016**

Name	Board Size	Member Count	Vacancies	Councilperson
Board of Zoning Appeals	5	3	2	Council
Building Code Appeals Board	5	4	1	Council
Nerems INC	2	1	1	Council
Building Permits Advisory Committee	5	3	2	Council
Eastern Panhandle Transit Authority	5	3	2	Dan Dulyea
Berkeley County Criminal Justice Board	15	11	4	Dan Dulyea
Berkleley County Planning Commission	10	9	1	Jim Whitacre
Roundhouse Authority	14	12	2	Elaine Mauck
Berkeley County Building Commission	5	4	1	Doug Copenhaver
Historic Landmarks	5	4	1	Elaine Mauck
Convention and Visitor's Bureau	5	4	1	Elaine Mauck

BOARDS & COMMISSIONS

TERM EXPIRATIONS THRU 2016

BOARD NAME	MEMBER NAME	EXPIRATION	SENT	RETURNED
DECEMBER 2016				
Eastern Panhandle Inland Port Coalition	Hunter Wilson	December 1, 2016	✓	
Historic Landmarks Commission	Margaret LeFevre	December 1, 2016	*	*
Nerems INC	Brian Costello	December 3, 2016	✓	✓
Berkeley County Farmland Preservation	Carla Kitchen	December 11, 2016	✓	
Building Permits Advisory Committee	William T Newcomb	December 12, 2016	✓	
Berkeley Senior Services	Bonnie Stubblefield	December 31, 2016	✓	
Berkeley Senior Services	Christopher Strovel	December 31, 2016	✓	
Berkeley Senior Services	Craig Potter	December 31, 2016	✓	
Berkeley Senior Services	Hans Fogle	December 31, 2016	*	*
Berkeley Senior Services	Jean Bibby	December 31, 2016	*	*
Berkeley Senior Services	Judy Gilpen	December 31, 2016	*	*
Berkeley Senior Services	Richard Dennis	December 31, 2016	✓	
Berkeley Senior Services	Ronald Collins	December 31, 2016	✓	
Berkeley Senior Services	Tonya Jones	December 31, 2016	*	*
Berkeley Senior Services	William E Clark	December 31, 2016	✓	✓
Building Code Appeals Board	John Talbott	December 31, 2016	✓	
* Not Eligible for Reappointment				

APPLICATIONS RECEIVED FOR BOARDS

DATE	NAME OF APPLICANT	BOARD REQUESTED	DISCLOSURE	
			REC'd	STATUS
02/23/2015	Chad Wallen	Planning Commission	YES	Interviewed 03/05/2015
01/11/2016	Jim Klein	Development Authority	YES	Interviewed 01/21/2016
05/09/2016	Tim Lewis	Development Authority	YES	Interviewed 05/26/2016
05/27/2016	Michael Hornby	Airport Authority	YES	Interviewed 06/09/2016
08/04/2016	Richard Mier	Health Board	YES	Interviewed 08/18/2016
08/31/2016	William Cornett	Senior Services	YES	Interviewed 09/15/2016
09/19/2016	Kevin Haught	Development Authority	YES	Interviewed 10/06/2016
09/22/2016	Tina Combs	Development Authority	YES	Interviewed 10/20/2016
10/24/2016	Bill Powell	Development Authority	YES	Interviewed 11/10/2016
10/25/2016	Trent Reid	Development Authority	YES	Interviewed 11/10/2016

RE-APPOINTMENTS RECEIVED FOR BOARDS

MEMBER	BOARD REQUESTED	RE-APP'T REQ'D	RE-APP'T Ltr. Recv'd	DISC. RECV'D	TERM EXPIRATION	TERM LENGTH
11/01/2016	William Clark	Senior Services	YES	YES	December 31, 2016	3 YEARS
11/01/2016	Brian Costello	Nerems	YES	YES	December 3, 2016	2 YEARS



Berkeley County West Virginia Office of Fiduciary Supervisor/Probate
"The Historic Berkeley County Courthouse"
100 West King Street, Second Floor, Suite 12
Martinsburg, West Virginia 25401

304-267-3001

www.berkeleywv.org

Fax 304-267-7830

Maria Childers, ext 6101
Supervisor

Janet Holzhauser, ext 6100
Deputy

Judy DeHaven, ext 6102
Coordinator

October 28, 2016

To: Penny Shewell; Tracie McCormick; Julie Wright
Berkeley County Council

From: Maria Childers *MC*

Re: Fiduciary Read A-head for November 3, 2016

Attached are read a-heads for the following items scheduled for discussion/action by the Berkeley County Council November 3, 2016:

1. Estate Account Approvals (48) – 2 pages
2. Estate of Kenneth Rinehart – Petition for Hearing to Substitute Administrator - Karen Rinehart, Petitioner – Attorney Elizabeth Layne Diehl, Administratrix – 2 pages
3. Will of Jay A. Smith – Petition to Probate (Copy) in Solemn Form – Attorney Logan Burke, Petitioner – 11 pages
4. Estate of William Henry Fowler – Hearing 11:00 a.m. – 40 pages

Please do not hesitate to contact me should there be any questions regarding the above material.

Thank you.

Attachments

STATE OF WEST VIRGINIA

COUNTY OF BERKELEY

November 3, 2016

**ORDER OF APPROVAL (48)
ESTATE ACCOUNTS/SETTLEMENTS (FINAL & INTERIM)
AFFIDAVIT & WAIVERS OF FINAL SETTLEMENT**

This day the proposed settlement of accounts or interim settlement of accounts, as indicated, and Affidavit and Waivers of Final Settlement, as submitted to the Fiduciary Supervisor of Berkeley County, West Virginia by the Fiduciaries of the estates of the following named deceased persons are hereby presented to the County Council of Berkeley County, West Virginia for confirmation and approval:

1. Christopher Anderson
2. Naomi Melvina Arnold
3. David Paul Benda
4. Larry Gene Bise
5. Charles S. Briggs
6. Alice Louise Parrotte Brown
7. Mary Inez Buck
8. Virginia E. Carothers
9. Joseph Edward Casper
10. Marshall L. Clowser
11. Sharon Lynn Crawford
12. Michael Lee Curry
13. Violet P. Dunham
14. James Richard Elliott, III
15. David Arthur Frost
16. Richard Gray
17. Francis Phillip Harmon
18. Franklin Phillip Harris, Sr.
19. Lola Jane Keller
20. Eva Combs Kief
21. Sandra Kay Cook Knighten
22. Rodney Brent Knisely
23. Julie Dee Labombarbe
24. John R. Labovitz
25. Kenneth Lisicky

26. Deborah Louise Miller
27. Donna Kemp Miller
28. Robert S. Mullenax (Interim Acct.)
29. Michael Joseph Mumma
30. Timothy Scott Myers
31. Clyde Cessna Oliver
32. Frank Eldon Payne
33. James Carter Price
34. Mary Jo Quaglio
35. Robert Eugene Revell
36. Sue Ellen Colburn Ruest
37. Irene L. Siler
38. Lila Rosenthal Snyder
39. Theodore Aloysius Snyder
40. Alan Ray Steele
41. Earl William Stephens
42. Nelson G. Stolipher, Sr.
43. Sarah Mabel Sturtz
44. Carleton Davis Temple
45. Carl W. Townsend, Jr.
46. Gilbert H. Triggs
47. Ellen Louise Wade
48. Martin Paul Wielgus
49. James Ivie Williams

and it appearing that a Notice of Settlement for each estate has been published in the Journal newspaper; and more than ten (10) days have lapsed since the filing of said settlement documents with the Fiduciary Supervisor of Berkeley County; and no objections to confirmation of said settlement documents having been filed thereto, and none appearing on the face thereof, and time prescribed by law for objections have expired, said settlement documents are hereby confirmed, approved and **o**rdered to be recorded.

Douglas E. Copenhaver, Jr., President
Berkeley County Council



Maria L. Childers, Fiduciary Supervisor
Berkeley County, West Virginia

UNITED STATES OF AMERICA

STATE OF WEST VIRGINIA

COUNTY OF BERKELEY

PETITION FOR HEARING
SUBSTITUTE ADMINISTRATOR

To: The Fiduciary Supervisor, Berkeley County, West Virginia
The Historic Berkeley County Courthouse
100 West King Street, Second Floor, Suite 12
Martinsburg, West Virginia 25401

I, Karen Rinehart, under the provisions of West Virginia Code §44-3A-41, do hereby move for a hearing before the Berkeley County Council in Berkeley County, West Virginia, for the purposes of substituting myself as the personal representative of the Estate of Kenneth Rinehart, deceased.

I hereby submit unto this Honorable Council that the reason for making this request is because I intend to relocate and desire to administer the remainder of the Estate without the assistance of counsel.

I further submit that the primary issues of administration have been completed and that the only remaining issues with respect to the Estate is that of the completion of several class action lawsuits, of which the deceased is a party. These legal matters could take several years to resolve and are largely managed by out of state law firms, who can communicate directly with me as the deceased's beneficiary if I were to be named as administrator of the Estate. Hence, substituting me as the administrator of the Estate would work toward a more efficient resolution of the Estate.

I further submit that, so far as known by me, the only person who is interested in the Estate is myself, the decedent's widow, and Elizabeth Layne Diehl, currently the administrator of the Estate. Ms.

Diehl and myself are likewise the only persons interested in the Estate as known by the County Fiduciary Supervisor and I will pay to the Fiduciary Supervisor any fee required to notify such interested persons of this Petition for a Hearing.

Respectfully Submitted

Karen Rinehart
Karen Rinehart

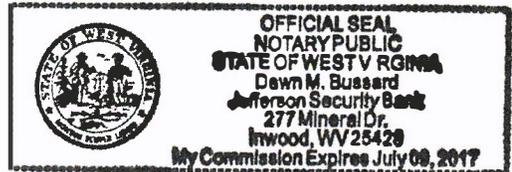
STATE OF WEST VIRGINIA

COUNTY OF BERKELEY, TO-WIT

The foregoing Petition for Hearing was acknowledged before me this 16th day of September, 2014 by Karen Rinehart.

Dawn M. Bussard
NOTARY PUBLIC

My commission expires: July 9 2017





THE LAW OFFICE
OF
HEATHER DERN MYERS

299 ROCK CLIFF DRIVE, MARTINSBURG, WV 25401

PHONE 304.263.9099 AND 304.263.9011

FAX 888.211.9518

October 13, 2016

Maria Childers
Fiduciary Supervisor
Berkeley County Fiduciary Office
100 West King Street, Second Floor, Suite 12
Martinsburg, West Virginia 25401

Re: Estate of Jay A. Smith, Petition to Probate in Solemn Form

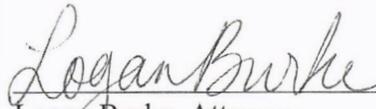
Dear Maria:

Enclosed please find a Petition to Probate in Solemn Form the Last Will and Testament of Jay A. Smith.

Please let me know if you have any questions or need any additional information.

Best regards,

The Law Office of Heather Dern Myers, PLLC



Logan Burke, Attorney

Enclosure

CC: Gail T. Beaudet

BEFORE THE COUNTY COUNCIL OF BERKELEY COUNTY, WEST VIRGINIA

IN RE: WILL OF JAY A. SMITH, DECEASED

PETITION TO PROBATE WILL IN SOLEMN FORM

Comes now Petitioner, Gail T. Beaudet, through her attorney, Logan Burke, with the Law Office of Heather Dern Myers, PLLC, and petitions for the admission and probate in solemn form of the purported Last Will and Testament of Jay A. Smith, deceased, pursuant to W. Va. Code § 41-5-5, and represents to the Council as follows:

1. Petitioner is a resident of the State of West Virginia with an address of 68 Abiding Way, Gerrardstown, West Virginia, 25420;
2. Petitioner was decedent's good friend and is named as Executor and a beneficiary of decedent's Last Will and Testament;
3. The decedent passed away on October 9, 2016 (see Exhibit A), a resident of Berkeley County, West Virginia, with a last place of residence of 451 Morgan Street, Inwood, West Virginia, 25428;
4. The decedent's estate as of the date of his death is believed to consist only of probate assets;
5. As of the date of his death the decedent was unmarried;
6. The decedent's heirs at law as defined by W. Va. Code § 42-1-3a are his brothers, Harold Smith and Olen Smith;
7. Following a thorough and diligent search, Petitioner has delivered to the Office of the Fiduciary Supervisor of Berkeley County a true signed copy of an original document entitled "Last Will and Testament of Jay A. Smith," dated the 14th of July, 2015, attached as Exhibit B;
8. On information and belief, decedent's brother Harold Smith removed the decedent's original Last Will and Testament from the decedent's house and subsequently returned to North Carolina;

9. Petitioner, through her counsel, Logan Burke of the Law Office of Heather Dern Myers, PLLC, has requested that the Fiduciary Supervisor issue a summons to Harold Smith to compel production of the original Last Will and Testament;
10. The sole beneficiaries under the purported Last Will and Testament are Gail T. Beaudet, the decedent's good friend and named Executor, and Ronald Mason Geedy, the decedent's godson;
11. Venue lies within this Council pursuant to W. Va. Code § 41-5-4(a) because the decedent resided in Berkeley County, West Virginia, at the time of his death;
12. The addresses of all individuals named herein and to whom notice is required are attached as Exhibit C.

WHEREFORE, the Petitioner respectfully petitions this Council to issue process and summon all those persons known as heirs at law of the decedent and those interested in the probate of the purported Last Will and Testament of the decedent, to appear at a day and time named to show cause why the copy of the purported Last Will and Testament of said decedent, dated the 14th of July, 2015, should not be admitted to probate pursuant to the provisions of W. Va. Code § 41-5-5, and to take such further action as this Council may deem fair and just.

Respectfully submitted,

GAIL T. BEAUDET
BY COUNSEL



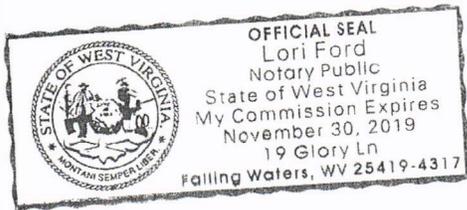
Logan Burke, Esq. (W. Va. Bar No. 12966)
Law Office of Heather Dern Myers, PLLC
299 Rock Cliff Drive
Martinsburg, West Virginia, 25401
304-263-9099
logan@heatherdernmyers.com

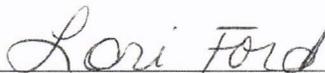
STATE OF WEST VIRGINIA
COUNTY OF BERKELEY, to-wit:

GAIL T. BEAUDET, the Petitioner in the foregoing Petition, being first duly sworn, says that the facts and allegations therein contained are true, except insofar as they are therein stated to be upon information and belief, and insofar as they are therein stated to be upon information and belief, your Petitioner believes them to be true.


Signature of Petitioner

Taken, subscribed and sworn/affirmed to before me this 13th day of October, 2016.




Signature of Notary Public: Lori Ford
My Commission expires: Nov. 30, 2019



LAST WILL AND TESTAMENT
OF
JAY A. SMITH

I, JAY A. SMITH, a resident of Berkeley County, West Virginia, declare that this is my Last Will and Testament, hereby revoking all prior Wills and Codicils.

ARTICLE ONE
INTRODUCTORY PROVISIONS

1. A. Family. I am currently unmarried. I have no children.

ARTICLE TWO
NOMINATION OF FIDUCIARIES

2. A. Executors. I nominate my friend, GAIL T. BEAUDET of 68 Abiding Way, Gerrardstown, WV 25420, as Executor of my Will. If GAIL T. BEAUDET shall fail to qualify or shall cease to act, I nominate my god-son, RONALD MASON GEEDY of 13901 Marshall Tract Ct., Spotsylvania, VA 22551, as successor Executor. The term "my Executor" as used in this Will shall include any personal representative of my estate and all named Executors shall serve without bond being required.

ARTICLE THREE
DISTRIBUTION PROVISIONS

3. A. Payment of Estate Expenses. My Executor shall pay from my Estate all debts which are due and enforceable against my Estate, the expenses of my last illness and funeral, the expenses of administering my Estate, and all death taxes and governmental charges imposed and made payable under the laws of the United States or of any state or country by reason of my death.

3. B. Real Estate. I leave my home to my god-son, RONALD MASON GEEDY. Should he predecease me, I leave my home to my friend, GAIL T. BEAUDET.

3. C. Tangible Personal Property. I leave my tangible personal property as follows:

JAS signature and initials

(1) The entire contents of my house I leave to my god-son, RONALD MASON GEEDY. Should he predecease me, I leave the entire contents of my house to my friend, GAIL T. BEAUDET;

(2) All other tangible personal property I own I leave to my friend, GAIL T. BEAUDET. Should she predecease me, I leave it all to my god-son, RONALD MASON GEEDY.

3. D. **Distribution At My Death.** I give the rest, residue and remainder of my Estate to GAIL T. BEAUDET. Should she predecease me, I give the rest, residue and remainder of my Estate to my god-son, RONALD MASON GEEDY.

ARTICLE FOUR

ESTATE ADMINISTRATION

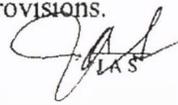
4. A. **General Powers of Executor.** Subject to any limitations stated elsewhere in this Will, I incorporate by reference all the powers described in West Virginia Code §44-5A-3 as amended from time to time.

ARTICLE FIVE

CONCLUDING PROVISIONS

5. A. **No-Contest Provision.** To the extent permitted under the laws of the State of West Virginia, in the event any beneficiary under this Will shall, singly or in conjunction with any other person or persons, undertake any of the following actions then the right of that person to take any interest given him or her by this Will shall be determined as it would have been determined had the person predeceased me without being survived by issue:

- (1) Directly contests in any court the validity of my Will.
- (2) Seeks to obtain adjudication in any proceeding in any court that my Will or any of its provisions are void.
- (3) Seeks otherwise to set aside my Will or any of its dispositive provisions.
- (4) Seeks to obtain adjudication in any proceeding in any court challenging the transfer of any property to or from my Estate on the grounds that such property was not mine at the time of the transfer or at the time of my death.
- (5) Files a creditor's claim against my Estate or prosecutes an action against my Estate or this trust for any claim for damages or services alleged to have been incurred during my lifetime.
- (6) My Executor is hereby authorized to defend, at the expense of my Estate, any contest or other attack of any nature on my Estate, this Will or any of its provisions.

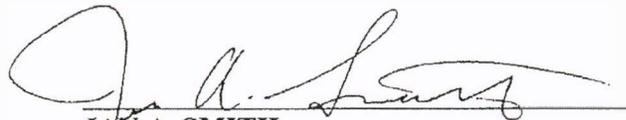


5. B. **Captions.** The captions appearing in this Will are for convenience of reference only, and shall be disregarded in determining the meaning and effect of the provisions of this Will.

5. C. **Severability Clause.** If any provision of this Will is invalid, that provision shall be disregarded, and the remainder of this Will shall be construed as if the invalid provision had not been included.

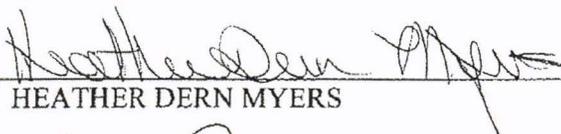
5. D. **Governing Law.** All questions concerning the validity and interpretation of this Will, shall be governed by the laws of the State of West Virginia in effect at the time this Will is executed.

IN WITNESS WHEREOF, I, JAY A. SMITH, the testator, sign my name to this instrument on July 14th, 2015, and being duly sworn, do hereby declare to the undersigned authority and the undersigned witnesses that I sign and execute this instrument as my Last Will and Testament that I sign it willingly (or willingly direct another to sign for me), that I execute it as my free and voluntary act for the purposes therein expressed, and that I am of legal age, of sound mind, and under no constraint or undue influence.



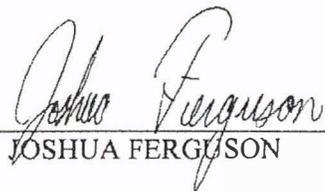
JAY A. SMITH

We, HEATHER DERN MYERS and JOSHUA FERGUSON the witnesses, sign our names to this instrument, and, being duly sworn, do hereby declare to the undersigned authority that JAY A. SMITH, the testator, signs and executes this instrument as his Last Will and Testament and that the testator signs it willingly (or willingly directs another to sign for him), and that each of us, in the presence and hearing of the testator, hereby signs this Will as witness to the testator's signing, and that to the best of our knowledge the testator is of legal age, of sound mind, and under no constraint or undue influence.



HEATHER DERN MYERS

299 Rock Cliff Drive
Martinsburg, West Virginia

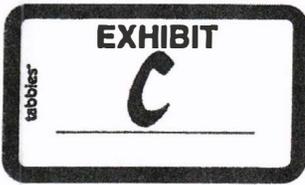


JOSHUA FERGUSON

299 Rock Cliff Drive
Martinsburg, West Virginia

I, JAY A. SMITH, the Testator in the foregoing Will, do request HEATHER DERN MYERS and JOSHUA FERGUSON, the attesting witnesses thereto, to make and subscribe an Affidavit


JAY A. SMITH



ADDRESSES

Harold Smith
7 Gossamer Lane
Swannanoa, North Carolina 28778

Olen Smith
2017 Maria Court
Forest Hill, Maryland 21050

Gail T. Beudet
68 Abiding Way
Gerrardstown, West Virginia 25420

Ronald Mason Geedy
13901 Marshall Tract Court
Spotsylvania, Virginia 22551



Berkeley County Council

400 W. STEPHEN STREET, SUITE 201
MARTINSBURG, WV 25401
PHONE: (304) 264-1923



THE COUNCIL

DOUGLAS E. COPENHAVER, JR.
JIM WHITACRE
ELAINE C. MAUCK, M.A.
JAMES R. BARNHART
DAN DULYEA

ALAN J. DAVIS
COUNTY ADMINISTRATOR

www.berkeleywv.org

DATE: October 31, 2016
TO: County Council
FROM: Alan J. Davis-County Administrator *AD*
RE: 2016 General Fund Unencumbered Fund

On Thursday, July 28, 2016 the County Council approved the attached State Budget Revision #2 to the General Fund that revised the projected unencumbered fund balance from \$1,500,000 to \$3,502,659. At that time the additional unencumbered fund balance was allocated as follows:

Account Name & Number	Beginning Balance	Amount Allocated	Spent and/or encumbered to-date	Unencumbered Balance
001-696-566 Transfer to Financial Stabilization Fund	\$0	\$1,000,000	\$0	\$1,000,000
001-699-566 Contingency	\$226,489	\$285,221	\$269,570	\$242,140
001-731-000 Day Report Center	\$95,000	\$207,438	\$54,417	\$248,021
001-988-458 Capital-Other Buildings	\$0	\$506,558	\$6,558	\$500,000

The purpose of the presentation is to receive further direction from the Council on the distribution of the unencumbered balance \$1,000,000 currently allocated to 001-696-566, Transfer to Financial Stabilization Fund.

Attachment

Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26302
 Phone: 627-2415 ext. 5114
 Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

2016 AUG -1 PM 12:08
 BERKELEY COUNTY GOVERNMENT ENTITY

CONTROL NUMBER
 FY: FY2016-17
 Fund: 1
 Rev. No: 2
 Pages: 298

RECEIVED
 JUL 28 2016

Person To Contact Regarding Request: 400 W. Stephen Street
 Name: Alan J. Davis STREET OR PO BOX
 Phone: 304-267-5102
 Fax: 304-267-5049 Martinsburg 25401
 CITY ZIP CODE

COUNTY West Virginia
 Government Auditor

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
298	Assigned Fund Balance		57,547		57,547
299	Unassigned Fund Balance	1,500,000	2,002,659		3,502,659
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 2,060,206

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
403	Circuit Clerk	1,009,373	11,064		1,020,437
405	Prosecuting Attorney	1,734,079	1,443		1,735,522
409	Sheriff's Tax Processing	123,080	1,484		124,564
424	Courthouse	2,550,196	21,058		2,571,254
980	Sheriff-Law Enforcement		25,940		25,940
988	Other Buildings		506,558		506,558
731	Community Based Corrections Program	95,000	207,438		302,438
696	Transfer to Financial Stabilization Fund		1,000,000		1,000,000
699	Contingencies	226,489	285,221		511,710
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 2,060,206

APPROVED BY THE STATE AUDITOR
 BY: Ora Ash 7/29/2016
 Deputy State Auditor, Local Government Services Div. Date

Douglas E. Gentry 7/28/16
 AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE



Berkeley County Council

400 W. STEPHEN STREET, SUITE 201
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www.berkeleywv.org

THE COUNCIL

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JAMES R. BARNHART
DAN DULYEA

ALAN J. DAVIS
COUNTY ADMINISTRATOR

DATE: October 31, 2016

TO: County Council

FROM: Alan J. Davis – County Administrator *AJD*

RE: Roof Replacement for 800 Emmett Rousch Drive & 315 W. Stephen Street

On Thursday, September 8, 2016 bids for the roof replacement for 800 Emmett Rousch Drive (former Health Department) and 315 W. Stephen Street (Crawford Building) were opened and read into public record. There were four (4) bids received prior to the closing date/time and all contractors had attended the mandatory Pre-Bid Conference that was held on Monday, August 29, 2016. Below is a summary table of the bids that were received.

CONTRACTOR	ADDRESS	315 W. STEPHEN STREET	800 EMMETT ROUSCH DRIVE
Russell's Roofing Company	2244 Papermill Road Winchester, VA, 22601	No Bid	\$23,757
Tri-State Roofing & Sheet Metal Company	221 Plum Run Road, Ridgeley, WV, 26753	No Bid	\$27,750
FPS Building & Development, Inc.	1065 Ritter Drive Beaver, WV, 25413	\$124,900	\$34,900
W. Harley Miller Contractors, Inc.	P.O. Box 945 Martinsburg, WV, 25402	\$157,900	\$45,900

The Building Committee has reviewed and discussed the bids. The consensus is that the bids received appear to be unreasonably high. The purpose of the discussion is to receive input and direction from the County Council.

If there are any questions, please feel free to contact me.

Attachment

Cc. Tommy Puffenburger via e-mail
Tracie McCormick via e-mail
Gwen Campbell via e-mail



Berkeley County Council

400 W. STEPHEN STREET, SUITE 201
MARTINSBURG, WV 25401
PHONE: (304) 264-1923



THE COUNCIL

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DAN DULYEA

ALAN J. DAVIS
COUNTY ADMINISTRATOR

www.berkeleywv.org

DATE: October 31, 2016

TO: County Council

FROM: Alan J. Davis – County Administrator *AJD*

RE: Extension of Judicial Center Boilers & Rooftop HVAC Units Service Contract

Attached is the Judicial Center Boilers & Rooftop HVAC Service Contract bid recommendation dated November 2, 2015.

The term of the contract was from November 1, 2016 through October 31, 2016 with the option to extend the contract for two (2) additional one (1) periods.

Boland's proposal included prices for the 2nd and 3rd out years which were as follows:

PERIOD	BOILERS	ROOFTOP UNITS	TOTAL	INCREASE
11/1/2015 – 10/31/2016	\$23,372	\$41,712	\$65,084	N/A
11/1/2016 – 10/31/2017	\$24,084	\$42,972	\$67,056	\$1,972 or 3.03%
11/1/2017 – 10/31/2018	\$24,816	\$44,268	\$69,084	\$2,102 or 3.03%

Last week Mr. Tommy Puffenburger, Facilities Director, Mr. Gary Wine, IT Director, and I discussed this service contract. We are recommending to the Council that we extend the contract with Boland for one (1) additional year for the period November 1, 2016 through October 31, 2017 at a total annual cost of \$67,056.

Thank you for your consideration of this recommendation. If there are any questions, please feel free to contact me.

Attachment

Cc. Tommy Puffenburger via e-mail
Gary Wine via e-mail
Gwen Campbell via e-mail



Berkeley County Council

400 W. STEPHEN STREET, SUITE 201
MARTINSBURG, WV 25401
PHONE: (304) 264-1923



THE COUNCIL

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DAN DULYEA

ALAN J. DAVIS
COUNTY ADMINISTRATOR

www.berkeleywv.org

DATE: November 2, 2015

TO: County Council

FROM: Alan J. Davis – County Administrator *AD*

RE: Judicial Center Boilers & Rooftop HVAC Units Service Contract

On Thursday, October 29, 2015 bids for the full service contract for the Judicial Center boilers and rooftop HVAC units were opened and read into public record. There were three (3) bids received prior to the closing date/time and all contractors had attended the mandatory Pre-Bid Conference that was held on Monday, October 19, 2015. Below is a summary table of the bids that were received.

CONTRACTOR	ADDRESS	BOILERS	ROOFTOP HVAC	TOTAL
Boland Trane Services, Inc.	30 West Watkins Mill Rd., Gaithersburg, MD, 20878	\$23,372	\$41,712	\$65,084
Riddleberger Bros, Inc..	6127 S. Valley Pike, Mt. Crawford, VA, 22841	\$10,428	\$62,544	\$72,972
Trane	400 Business Center Dr., Pittsburgh, PA, 15205	\$54,864	\$99,494	\$154,358

Tommy Puffenburger, Facilities Director; Gary Wine, IT Director; and I reviewed the proposals received. As a result of our review, it is recommended that the bid for the full service contract for Judicial Center boilers and rooftop HVAC units needed be awarded to Boland Trane Services, Inc. at the low bid amount of \$65,084. This is for a one (1) year contract that will run from November 1, 2015 through October 31, 2016.

Thank you for your consideration of this recommendation. If there are any questions, please feel free to contact me.

Attachment

Cc. Tommy Puffenburger via e-mail
Gary Wine via e-mail
Gwen Campbell via e-mail



Berkeley County Council



400 W. STEPHEN STREET, SUITE 201
MARTINSBURG, WV 25401
PHONE: (304) 264-1923

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THE COUNCIL

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ELAINE C. MAUCK, M.A.
JAMES R. BARNHART
DAN DULYEA

ALAN J. DAVIS
COUNTY ADMINISTRATOR

DATE: November 1, 2016

TO: County Council

FROM: Alan J. Davis – County Administrator *AD*

RE: 2006 Bond Refinancing

The Series 2006 Lease Revenue Bonds were issued on December 22, 2006 in the original aggregate principal amount of \$5,300,000 to finance the cost of improvements associated with the Berkeley County Judicial Center, the Dunn Building and the Crawford Building. There is currently \$4,300,000 of principal outstanding. The Series 2006 Lease Revenue Bonds have an average coupon rate of 4.25%.

On Thursday, October 6, 2016 the Council opened sealed bids for the refinancing of approximately \$4,300,000 of Series 2006 Lease Revenue Bonds. We received three (3) bids prior to the established bid deadline. They are as follows:

Financial Institute	Term	Interest Rate
Crews & Associates	240 months (20 years) amortized evenly over the loan period.	2.92% average coupon rate
BB&T Governmental Finance	180 months (15 years). Amortization to be mutually agreed upon.	2.11% fixed rate
United Bank	120 months (10 years)	Floating rate equal to 70% of the 30 day Libor rate + 2.00%
	72 months (6 years)	Fixed for 3 years and will reprice every 3 years @ 70% of SWAP + 2.25% with an initial rate of 2.15%
	120 months (10 years)	Fixed for 5 years and will reprice the last 5 years @ 70% of SWAP + 2.25% with an initial rate of 2.25%
	120 months (10 years)	2.80% fixed rate.

2006 Bond Refinancing Memo
Page #2

A review of the bids shows that only the bid submitted by Crews and Associates meets **all** of the criteria outlined in the Request-For-Proposals.

Therefore I am recommending that the remaining aggregate principal (approximately \$4,300,000) of the Series 2006 Lease Revenue Bonds be reissued as the Series 2016 Lease Revenue Bonds with Crews & Associates. Based on the proposed 2.11% average coupon rate this will reduce our annual bond payment by \$35,215 or \$700,870 total over the 20 year term of the loan.

I have attached for your reference a spreadsheet that provides a detailed analysis of the bids received.

Thank you for your consideration of this recommendation.

Attachment

2016 LEASE REVENUE BOND FINANCING ANALYSIS

FINANCIAL INSTITUTE	PRINCIPAL	TERM	INTEREST RATE	PAYMENT	Fees	PREPAYMENT	APPRAISAL	SPECIAL NOTE
WesBanco-Current	\$4,200,000	240 months (20 years) remaining	4.25% Average Coupon	2017 P & I = \$315,915. Total P & I over 20 years=\$6,304,802				
Crews & Associates	\$4,200,000 principal + \$65,333 cost of issuance & \$36,750 underwriter's discount & \$3,681 rounding amount= \$4,295,764 Total	240 months (20 years) amortizing payments.	2.92% Average Coupon	Semi-annual interest/Annual principal 2017 P & I = \$280,700. Total P & I over 20 years=\$5,603,950. Total savings over the life of the lease revenue bond due to refinancing=\$700,870.	Estimated at \$65,333 for Legal/Ratings/Trustee/Etc. Underwriters discount of 0.875%=\$36,750	5 year Call @ Par. 2036 Term Bond would have Special Redemption feature (redeemable at any time in \$100,000 increments from available funds; not refunding proceeds).	None.	Fixed Rate. Tax Exempt. No Environmental.
BB&T Governmental Finance	Up to \$4,500,000	180 months (15 years) amortization to be mutually agreed upon by BB&T and Berkeley County.	2.11%	Principal and interest to be paid monthly. Payment amount to be determined by amortizationschedule.	County to pay BB&T's lender counsel fees. All applicable taxes, cost of lawyers for the Council and any other costs shall be the County's responsibility.	Allowable in whole on any date with a 1% prepayment premium. Alternatively, no prepayment of the principal balance during the first half of the term (7.5 years) and then allowable in whole after the first half.	Not specified.	N/A
United Bank	Up to \$4,500,000	Option #1=120 months (10 years)	Floating rate equal to 70% of the 30-day Libor rate plus 2.00%.	Bi-weekly payments of principal and interest would be required based on a 240-month amortization schedule.	\$5,000 loan commitment fee. All costs associated with the making of the loan including but not limited to environmental, legal & consulting fees would be paid by the Borrower/Issuer.	3% within 1st 12 months. 2% years 2-4. 1% years 5-10.	Not specified.	Though not expected, may require environmental, appraisal, flood zone & survey title.
		Option #2= 72 months (6 years)	Fixed 3 years and will reprice every 3 years @ 70% of SWAP+2.25% with an initial rate of 2.15%.	Bi-weekly payments of principal and interest would be required based on a 240-month amortization schedule.	\$5,000 loan commitment fee. All costs associated with the making of the loan including but not limited to environmental, legal & consulting fees would be paid by the Borrower/Issuer.	3% within 1st 12 months. 2% years 2-4. 1% years 5-10.	Not specified.	Though not expected, may require environmental, appraisal, flood zone & survey title.
		Option #3= 120 months (10 years)	Fixed 5 years and will reprice every 5 years @ 70% of SWAP+2.25% with an initial rate of 2.25%.	Bi-weekly payments of principal and interest would be required based on a 240-month amortization schedule.	\$5,000 loan commitment fee. All costs associated with the making of the loan including but not limited to environmental, legal & consulting fees would be paid by the Borrower/Issuer.	3% within 1st 12 months. 2% years 2-4. 1% years 5-10.	Not specified.	Though not expected, may require environmental, appraisal, flood zone & survey title.
		Option #4= 120 months (10 years)	Fixed 10 years @ 2.80%	Bi-weekly payments of principal and interest would be required based on a 240-month amortization schedule.	\$5,000 loan commitment fee. All costs associated with the making of the loan including but not limited to environmental, legal & consulting fees would be paid by the Borrower/Issuer.	3% within 1st 12 months. 2% years 2-4. 1% years 5-10.	Not specified.	Though not expected, may require environmental, appraisal, flood zone & survey title.



THE LAW OFFICE
OF
HEATHER DERN MYERS

299 ROCK CLIFF DRIVE, MARTINSBURG, WV 25401

PHONE 304.263.9099 AND 304.263.9011

FAX 888.211.9518

September 26, 2016

Maria Childers
Fiduciary Supervisor
Berkeley County Fiduciary Office
100 West King Street, Second Floor, Suite 12
Martinsburg, West Virginia 25401

Re: Petition to Remove Executor of the Estate of William Henry Fowler

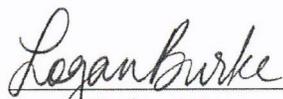
Dear Maria:

Enclosed is our Petition to remove David J. Fowler as Executor of the Estate of William Henry Fowler.

Thank you again for your assistance and cooperation.

Best regards,

The Law Office of Heather Dern Myers, PLLC



Logan Burke, Attorney

Enclosure

CC: Barbara Matthews
Claudia Lawler

IN THE COUNTY COUNCIL OF BERKELEY COUNTY, WEST VIRGINIA

RE: ESTATE OF WILLIAM HENRY FOWLER

**CLAUDIA LAWLER AND
BARBARA MATTHEWS,**

Petitioners,

v.

**DAVID J. FOWLER, individually
and as Executor of the Estate of
William Henry Fowler,**

Respondent.

PETITION TO REMOVE EXECUTOR

COME NOW Petitioners Claudia Lawler and Barbara Matthews, through counsel, the Law Office of Heather Dern Myers, PLLC, and move for the removal of David J. Fowler (hereinafter Mr. Fowler) as Executor of the Estate of William Henry Fowler for breach of fiduciary duty. In support of their Petition, the Petitioners state as follows:

I. FACTS

1. William Henry Fowler passed away March 30, 2014, leaving seven children as his sole heirs.
2. Victoria Borgia, the decedent's daughter, has a last known address of 110 Brandy Lane, Wappingers Falls, NY, 12590.
3. Stephanie McCune, the decedent's daughter, has last known address of 49 Carter Lane, Inwood, WV, 25428.
4. Barbara Matthews, the decedent's daughter, has a mailing address of P.O. Box 510, Arlington, VT, 05250.
5. Claudia Lawler, the decedent's daughter, has a last known address of 7209 Pekin Drive, Willow Springs, NC, 27592.

6. William R. Fowler, the decedent's son, has last known address of 370 S. Great Neck Road, Copiague, NY, 11726.
7. Mr. Fowler, the decedent's son, has two listed addresses: 14 Fiddler Lane, Levittown, NY, 11756, and 917 Summer Breeze Drive, Brandon, FL, 33511.
8. Samantha Monasch, the decedent's daughter, has a last known address of 34 Terry Lane, Commack, NY, 11725.
9. Mr. Fowler was named successor Executor of the Estate of William Henry Fowler by Will dated May 4, 2012. (Exhibit A).
10. Upon the primary Executor's refusal to serve (Exhibit B), Mr. Fowler was duly appointed as Executor on April 21, 2014. (Exhibit C).
11. At the time of his death, William Henry Fowler's tangible personal property included a pet dog, which was given to his daughter, Stephanie McCune.
12. William Henry Fowler's will gave the Executor the power to sell the real estate owned by the Estate. (*See* Exhibit A)
13. Although the Estate has been open since April 2014, Mr. Fowler did not list the real estate located at 354 Presidential Drive, Inwood, for sale until September 2016.
14. Until the property was listed for sale, Mr. Fowler had rented the property to tenants, but at no point provided an accounting of the income from the property to the other heirs.
15. Mr. Fowler was delinquent in paying the Berkeley County Property Taxes on the real estate in 2015, accruing combined interest of \$36.34. (Exhibit D).
16. No payments have been received to date for the 2016 taxes. (Exhibit E).
17. The Fiduciary Office notified Mr. Fowler by letter dated April 21, 2016, that settlement and accounting of the Estate was delinquent. (Exhibit F).
18. The Fiduciary Office permitted Mr. Fowler an extended deadline of no later than August 31, 2016, to submit an interim accounting, by letter dated July 19, 2016, to his then-counsel, John B. Zonarich. (Exhibit G).
19. Mr. Zonarich abruptly withdrew as counsel for Mr. Fowler by letter dated August 22, 2016. (Exhibit H). Mr. Zonarich noted in his letter that Mr. Fowler was aware that

he was still bound by the August 31 deadline. Mr. Fowler failed to submit the accounting by the deadline.

20. Throughout the approximately two-and-a-half years that the Estate has been opened, Mr. Fowler has only submitted one accounting to the Fiduciary Office, filed in September 2016. (Exhibit I).

II. ALLEGATIONS

COUNT 1:

FAILURE TO MAKE TIMELY AND COMPLETE ACCOUNTINGS

21. Petitioners incorporate all previous paragraphs as if reprinted herein.
22. Mr. Fowler's failure to file an accounting with the Fiduciary Office or with any of the heirs until September 2016, despite the Estate being open since April 21, 2014, violates W. Va. Code § 44-4-2, Fiduciaries to Exhibit Accounts for Settlement: "A statement of all the money, and an inventory of all securities, stocks, bonds and all other property, including the value thereof, which any personal representative . . . has received, become chargeable with or disbursed, within one year from the date of the fiduciary's qualification, or within any succeeding year, together with the vouchers for such disbursements, shall, within two months after the end of every such period, be exhibited[.] If any fiduciary fails to make an exhibit, the fiduciary commissioner to whom the fiduciary should make the exhibit shall proceed against the fiduciary in the appropriate circuit court[.]"
23. Additionally, despite the great deal of time afforded to Mr. Fowler to compile a thorough and complete accounting, the paperwork he submitted in September 2016 (*see* Exhibit F) is a mere ledger of dates, amounts, and payees with a glaring lack of vouchers, supporting documentation, or explanation, in further violation of W. Va. Code § 44-4-2.
24. As a non-resident of West Virginia, Mr. Fowler's failure to provide an accounting within six months of the original due date, "one year from the date of the fiduciary's qualification," requires that he be removed as Executor: "If a nonresident . . . fails . . . to file an accounting required by this chapter . . . and if his failure . . . to account continues for six months, he **shall** be removed by the county commission." W. Va. Code § 44-4-2; W. Va. Code §§ 44-5-3(a)(4), 3(f) (emphasis added).

COUNT 2:
**FAILURE TO PRESERVE ESTATE FUNDS AND ABUSE OF REIMBURSEMENT
AUTHORITY**

25. Petitioners incorporate all previous paragraphs as if reprinted herein.
26. Since the Estate opened in 2014, the Estate has made 79 payments for a total disbursement of \$29,420.38. Of those payments, 37 are listed as made to “David” for a total disbursement of \$20,093.97 to Mr. Fowler.
27. There are no receipts, explanations, or notes to justify the payments made to Mr. Fowler except for a mileage and per diem log, for which there are likewise no receipts or proof of expenses.
28. According to the mileage log, Mr. Fowler appeared in person for matters that could have easily been handled over the phone or via email, driving to West Virginia from either New York or Florida, and subsequently reimbursed himself, accumulating thousands of dollars in “justified” fees.
29. One such example, the entry dated September 29, 2014, has a mere notation of “pay taxes,” for a round-trip total of 1,990 miles and a reimbursement of \$1,063.80. *See* Page 1, Mileage and Per Diem Log, First Interim Settlement of Accounts.
30. The mileage log also contains extremely vague descriptions, such as two entries for “MGMT Company,” for a combined 3,986 miles, and total reimbursement of \$2,152.44. *See id.*
31. On January 30, 2015, nearly a year after William Henry Fowler’s death, the Estate paid a \$237 for a vet bill for the dog taken in by the decedent’s daughter, and reimbursed Mr. Fowler for 2,043 miles (\$1021.50) for him to take the dog to the vet. *See* Page 2, Receipts and Income, First Interim Settlement of Accounts; Page 2, Mileage and Per Diem Log, First Interim Settlement of Accounts. Neither of these expenses should have been paid by the Estate because the heir who took the dog into her home is responsible for the maintenance and support of the animal. Assuming, *arguendo*, that the Estate was properly charged with paying the vet bills, it is patently absurd that the Executor should drive over 2,000 miles to take the dog to the vet—and then be reimbursed for the mileage.
32. Although W. Va. Code §§ 44-4-12 and 44-4-12a, entitles an Executor to reasonable expenses incurred in administrating the Estate, Mr. Fowler has clearly abused his authority in what he considers to be a reasonable expense.

33. Mr. Fowler's unchecked self-dealing in accruing outrageous mileage and subsequently reimbursing himself, allegedly in the name of administering the Estate, and overall lack of due care in preserving Estate funds, is in clear violation of an executor's duty to "take custody of the estate and to administer it in such a manner as to preserve and protect it for ultimate distribution. In the discharge of such duty, he is held to the highest degree of good faith; and is required to exercise that degree of care and diligence which prudent persons ordinarily exercise, under like circumstances, in their own personal affairs." Syl. Pt. 1, *Dillon v. Dillon*, 178 W. Va. 531, 362 S.E.2d 759 (1987) (quoting, in part, Syl. Pt. 4, *Estate of Lapinsky v. Sparacino*, 148 W. Va. 38, 132 S.E.2d 765 (1963)).
34. In addition to the absurd volume and value of payments made to Mr. Fowler, the reimbursement amounts listed on the mileage log do not correspond to the amounts listed as having been paid to Mr. Fowler, and "[w]here a fiduciary relationship exists and there is an indication of fraud[,] a presumption of fraud arises and the burden of going forward with the evidence rests upon the fiduciary to establish the honesty of the transaction." Syl. Pt. 3, *Dillon v. Dillon*, 178 W. Va. 531, 362 S.E.2d 759 (1987).

III. PRAYER FOR RELIEF

WHEREFORE, the Petitioners pray that based on the foregoing, it shall be ORDERED that:

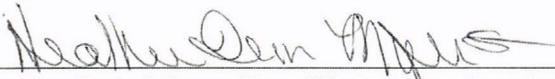
35. David J. Fowler be immediately removed as Executor and Petitioners be named as co-Executors of the Estate, or in the alternative, an independent third party be named as Administrator of the Estate.
36. The proceeds of the sale of the real estate located at 354 Presidential Drive in Inwood, if sold during the pendency of this Petition, be placed in trust until this matter is resolved.
37. A thorough accounting of all income to and disbursements from the Estate be performed by an independent third party, particularly with respect to the reimbursements to Mr. Fowler, and in the event that any expense cannot be justified or is deemed unreasonable, Mr. Fowler be required to "replace any moneys, securities, or property that have been improperly applied or disposed of[.]" W. Va. Code § 44-4-10.
38. Mr. Fowler receive no compensation for fiduciary services or commission on property for the years for which he failed to render a timely accounting. W. Va. Code § 44-4-7.

39. If found to be in default without a reasonable excuse, Mr. Fowler pay all costs for this matter personally. W. Va. Code § 44-5-9.

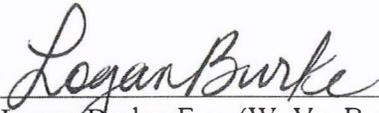
Respectfully submitted,

CLAUDIA LAWLER
BY COUNSEL

BARBARA MATTHEWS
BY COUNSEL



Heather Dern Myers, Esq. (W. Va. Bar No. 999)
Law Office of Heather Dern Myers, PLLC
299 Rock Cliff Drive
Martinsburg, West Virginia 25401
304-263-9099
heather@heatherdernmyers.com



Logan Burke, Esq. (W. Va. Bar No. 12966)
Law Office of Heather Dern Myers, PLLC
299 Rock Cliff Drive
Martinsburg, West Virginia 25401
304-263-9099
logan@heatherdernmyers.com

John W Small Jr
BERKELEY County 03:22:36 PM
Instrument No 20140022644
Date Recorded 04/22/2014
Document Type WILL
Pages Recorded 4
Book-Page 128-125
Recording Fee \$5.00
Additional \$6.00

128/125

LAST WILL AND TESTAMENT

OF 22644

WILLIAM H. FOWLER

I, **WILLIAM H. FOWLER**, being of sound and disposing mind and memory, and being above the age of eighteen (18) years of age, do hereby make, publish, and declare this to be my Last Will and Testament, hereby revoking all former Wills and Testamentary Dispositions made by me.

ARTICLE ONE

I hereby request my Executrix hereinafter named to pay the expenses associated with the administration of my Estate.

My children's names are **Victoria Borgia, Stephanie McCune, Barbara Matthews, Claudia Lawler, William R. Fowler, David J. Fowler and Samantha Monasch.**

ARTICLE TWO

I have made a list of personal items that I want distributed among my children and/or grandchildren, which list was made prior to the execution of this will, and I Direct that such list be incorporated into this will as if written into the will.

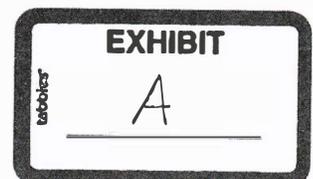
ARTICLE THREE

I hereby give, will, devise and bequeath the rest and residue of my estate unto my seven (7) children, **Victoria Borgia, Stephanie McCune, Barbara Matthews, Claudia Lawler, William R. Fowler, David J. Fowler and Samantha Monasch**, in equal shares. In the event one of my children predeceases me, I then give, will, devise and bequeath the share that such child would have received unto the children of such predeceased child, in equal shares. If the predeceased child has no children I then give, will, devise and bequeath the share that such predeceased child would have received unto the surviving brothers and sister of such predeceased child, in equal shares.

ARTICLE FOUR

I hereby nominate and appoint **Stephanie McCune** as Executrix of this my Last Will and Testament and I direct that she serve without bond. In the event **Stephanie McCune** is unable or unwilling to serve as Executrix, I hereby nominate and appoint **David J. Fowler** as Executor and I direct that he serve without bond. In the administration of my Estate and of the trusts, the powers of the Executrix or alternate Executor are as follows:

STAGGERS
&
STAGGERS
ATTORNEYS AT LAW
MARTINSBURG, WV 25401



1. To settle or compromise claims of or against my Estate;
2. To borrow money and secure the same, using any part of my Estate, real or personal, as security;
3. To sell any part or all of my Estate, including real estate, or to mortgage, pledge, encumber, assign or transfer same; and
4. To execute, make and deliver all writings of any nature whatsoever to exercise the powers of Executrix or alternate Executor of my Estate.

I hereby incorporate by reference all those powers and authorities for the personal representative as set forth in WV Code 44-5A-3.

The powers herein are not personal to the named Executrix or alternate Executor but may be exercised by any personal representative duly appointed to execute this my Last Will and Testament.

It is my express intent to obviate the provisions of §44-2-16a of the West Virginia Code of 1931, as amended.

IN WITNESS WHEREOF, I hereunto subscribe my name to this, my Last Will and Testament, which is written without any interlineations on 3 sheets of legal cap paper at Martinsburg, West Virginia, this the 4th day of May, 2012.


 WILLIAM H. FOWLER

The foregoing Will was signed, acknowledged, published and declared by WILLIAM H. FOWLER, the above named testator, as and for his Last Will and Testament, in the presence of us, the undersigned, two competent witnesses, and we, at his request, and in the presence of each other, all present at the same time, have hereunto subscribed our names as attesting witnesses to said Will on this the 4th day of May, 2012.


 WITNESS


 WITNESS

STATE OF WEST VIRGINIA,
 COUNTY OF BERKELEY, to-wit:

This day personally appeared before me the undersigned authority, a Notary Public within and for the State and County aforesaid two witnesses who being duly sworn, say that they are both adults and that they are the subscribing witnesses to the Last Will and Testament of WILLIAM

STAGGERS
 &
 STAGGERS
 ATTORNEYS AT LAW
 MARTINSBURG, WV 25401

H. FOWLER, which Will is dated the 4th day of May, 2012; and that on said date the testator's said Will, signed, sealed, acknowledged, published and declared the same as and for his LAST WILL AND TESTAMENT, in the presence of these affiants; and at the request of said testator, in the presence of each other, and in the presence of said testator, all present at the same time, signed their names as attesting witnesses to said Will.

Affiants further say that this affidavit is made at the request of said testator, and in his presence, and that said testator, at the time said Will was executed, was, in the opinion of affiants, of sound and disposing mind and memory and over the age of eighteen (18) years.

Donald Stagers Charles G. Byrd
WITNESS WITNESS

The foregoing instrument was acknowledged before me by the aforesaid
Donald Stagers and Charles G. Byrd
this the 4th day of May, 2012.

Given under my hand and official notarial seal.

My Commission Expires: January 26, 2019



Theresa M. Gruber
NOTARY PUBLIC

Prepared By:
Daniel C. Stagers
133 East John Street
Martinsburg, WV 25401
(304) 267-3915

STAGGERS
&
STAGGERS
ATTORNEYS AT LAW
MARTINSBURG, WV 25401

United States of America

State of West Virginia

County of Berkeley, ss:

Will with Two Witnesses

In the County Commission of Berkeley County

RE: Estate of WILLIAM HENRY FOWLER, AKA: WILLIAM H. FOWLER, this the 21st day of April, 2014.

This day came DAVID J. FOWLER, presented and offered for probate a paper writing purporting to be the Last Will and Testament of WILLIAM HENRY FOWLER, AKA: WILLIAM H. FOWLER.

And it appearing to the Commission that the said decedent, at the time of his death had a known place of residence in the County of Berkeley and State of West Virginia, and thereupon came DANIEL STAGGERS and CHARLES C. BAYER, JR. the two subscribing witnesses thereto, who, after being duly sworn, did depose and say that WILLIAM HENRY FOWLER, AKA: WILLIAM H. FOWLER the testator, signed and acknowledged the said paper writing as, and for his Last Will and Testament in their presence, and at the time thereof, the said WILLIAM HENRY FOWLER, AKA: WILLIAM H. FOWLER was of sound mind and disposing memory, and over the age of eighteen (18) years, and at the request of the said WILLIAM HENRY FOWLER, AKA: WILLIAM H. FOWLER they, the said DANIEL STAGGERS and CHARLES C. BAYER, JR. both signed their names to the said paper writing in the presence of the said testator/trix, and in the presence of each other, as attesting witnesses thereof.

The said Will, being thus proved, is admitted to probate and ordered to be recorded and filed as directed by law.

A true copy from the records,

Attest: Maria L. Childers

MARIA L. CHILDERS
Fiduciary Supervisor of the Berkeley County
Council

NOMINATION AND WAIVER FOR APPOINTMENT OF FIDUCIARY

To the County Commission of Berkeley County, West Virginia or the Fiduciary Supervisor thereof

I, STEPHANIE MCCUNE, DAUGHTER of WILLIAM H. FOWLER, deceased, who died intestate on the 30 day of MARCH, 2014, hereby waive my right to qualify as EXECUTOR of his estate, and nominate and ask you to appoint DAVID J. FOWLER as EXECUTOR.

Given under my hand this 21 day of APRIL, 2014.

State of WEST VIRGINIA

[Signature] (SEAL)

County of BERKELEY, to-wit:

I, JUDITH C. DeHAVEN, a Notary Public of _____

BERKELEY County, State of WV do certify that STEPHANIE McCUNE

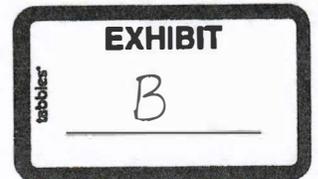
whose name is signed to the writing above, bearing date the 21 day of APRIL, 2014

has this day acknowledged the same before me in my said County.

Given under my hand this 21 day of APRIL, 2014

[Signature]
Notary Public.

My Commission expires DECEMBER 21, 2016



United States of America

State of West Virginia

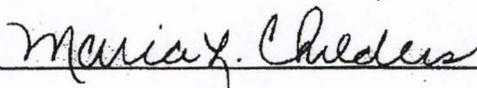


County of Berkeley, ss:

Will without Bond

Thereupon came the said executor/rix named in said Will, and it appearing to the Berkeley County Council that the said DAVID J. FOWLER, named as executor/rix and is a fit person to discharge the duties of executor/rix, he/she qualified by making oath that the writing heretofore admitted to record contains the true Last Will and Testament of the said WILLIAM HENRY FOWLER AKA: WILLIAM H. FOWLER, as far as he/she knows and believes, and that he/she will faithfully perform the duties of his/her office to the best of his/her judgment, and it appearing from said Will that no Bond is required of said Executor/rix, the Berkeley County Council does not require of said executor/rix bond, and thereupon the said executor/rix filed his/her affidavit showing the names of the distributees of said Estate, and Post Office Addresses and their relation to the decedent.

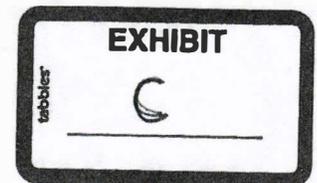
IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Berkeley County Council at my office in said County on the 21st day of April, 2014.



MARIA L. CHILDERS
Fiduciary Supervisor of the Berkeley County
Council

By 

Judy Dehaven
Deputy



Berkeley County Sheriff's Tax Office

Berkeley County Real Property



Tax Year: 2015 Account Number: 07155856
 Ticket #: 0000043086 Taxpayer I.D.:
 District: 07 - MILL CREEK

Property Owner	Property Description
FOWLER WILLIAM H ESTATE SUZAN G FOWLER DAVID 14 FIDDLER LN LEVITTOWN, NY 11756 Lending Institution:	LOT 57 SEC B WOODBROOK SD Map/Parcel: 10K / 0036 0001 0000 Lot Size: Acreage: Book: WB12 Page: 125

Tax Class: 2
 Homestead Exemption: None
 Back Tax: None
 Exoneration: None
 Prior Delinquents: None
 Special Disposition: Redeemed

ASSESSMENT:

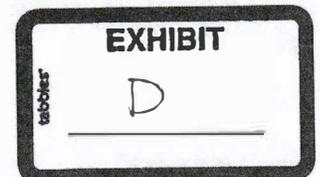
Assessment	GROSS	NET	TAX (1/2 Year)
Land	20160	20160	
Building	58320	58320	
Total	78480	78480	484.54

AMOUNTS DUE: First Half: Paid Second Half: Paid Total Due: none due

PAYMENTS RECEIVED:

	First Half	Second Half
Net	484.54	484.54
Discount	.00	.00
Interest	29.07	7.27
Total	513.61	511.81
Date	05/16/2016	05/16/2016

Please Remit Payment (if any) to: Berkeley County Sheriff's Tax Office
 400 W Stephen Street
 Suite 209
 Martinsburg, WV 25401
 Or call (304) 264-1982 with questions.



Berkeley County Sheriff's Tax Office

Berkeley County Real Property



Tax Year: 2016 Account Number: 07155856
 Ticket #: 0000043102 Taxpayer I.D.:
 District: 07 - MILL CREEK

Property Owner	Property Description
FOWLER WILLIAM H ESTATE SUZAN G FOWLER DAVID 14 FIDDLER LN LEVITTOWN, NY 11756 Lending Institution:	LOT 57 SEC B WOODBROOK SD <hr/> Map/Parcel: 10K / 0036 0001 0000 Lot Size: Acreage: Book: WB12 Page: 125

Tax Class: 2
 Homestead Exemption: None
 Back Tax: None
 Exoneration: None
 Prior Delinquents: None
 Special Disposition: None

ASSESSMENT:

Assessment	GROSS	NET	TAX (1/2 Year)
Land	23160	23160	
Building	58380	58380	
Total	81540	81540	490.30

AMOUNTS DUE:

	First 490.30	Second 478.04	Total 968.34
	Half: If paid by:	Half: If paid by:	Due: If paid by:
	09/30/2016	03/01/2017	09/30/2016

PAYMENTS RECEIVED:

	First Half	Second Half
Net	.00	.00
Discount	.00	.00
Interest	.00	.00
Total	.00	.00
Date	none paid	none paid

Please Remit Payment (if any) to: Berkeley County Sheriff's Tax Office
 400 W Stephen Street
 Suite 209
 Martinsburg, WV 25401
 Or call (304) 264-1982 with questions.



OFFICE OF FIDUCIARY SUPERVISOR

"The Historic Berkeley County Courthouse"

100 West King Street - Room Two
Martinsburg, West Virginia 25401

(304) 267-3001

Fax (304) 267-7830

www.berkeleycountycomm.org

Maria Childers
Supervisor, ext 6101

Janet Holzhauser
Deputy, ext 6100

Judy DeHaven
Coordinator, ext 6102

April 21, 2016

DAVID J. FOWLER
917 SUMMER BREEZE DRIVE
BRANDON, FL 33511-7035

Reference to the estate of WILLIAM HENRY FOWLER

Dear Mr. Fowler,

Our records indicate you have not yet filed your settlement as Fiduciary of the above referenced estate.

You are asked to proceed with preparation and filing of the settlement report without further delay.

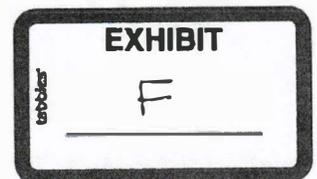
If you are not prepared to execute the report as a final settlement, you are instructed to proceed with its filing as a first or interim accounting. You are expected to notify our office within ten (10) days as to when you plan to file a report.

Your immediate attention to this matter is appreciated.

Sincerely,

Judy DeHaven
Fiduciary Coordinator

1 Enclosure:
Settlement





Berkeley County West Virginia Office of Fiduciary Supervisor/Probate

"The Historic Berkeley County Courthouse"

100 West King Street, Second Floor, Suite 12

Martinsburg, West Virginia 25401

304-267-3001

www.berkeleywv.org

Fax 304-267-7830

**Maria Childers, ext 6101
Supervisor**

**Janet Holzhauser, ext 6100
Deputy**

**Judy DeHaven, ext 6102
Coordinator**

July 19, 2016

COPY

John B. Zonarich, Esquire
SkarlotosZonarich LLC
17 South 2nd Street
Harrisburg, PA 17101

Re: Estate of William Henry Fowler, Deceased – Status

Dear Mr. Zonarich,

On April 21, 2016 our staff forwarded a delinquent settlement letter to David J. Fowler, Executor of the Estate of William Henry Fowler, deceased.

On May 3, 2016 your estate administrator, Trina Runkle, responded to our letter on behalf of the Executor advising our staff that Mr. Fowler was unable to proceed with settlement as the estate remained in litigation.

Beneficiaries of the estate have been inquiring as to the status of this estate. As soon as possible please provide our staff a written status report with regard to the subject litigation.

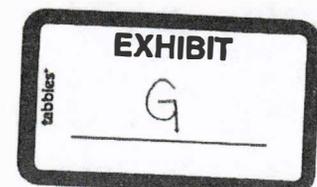
Additionally, it will be necessary for Mr. Fowler to proceed with preparation and filing of an *interim* accounting no later than August 31, 2016.

Thank you.

Sincerely,

Maria L. Childers, Fiduciary Supervisor
Berkeley County, West Virginia

CC: David J. Fowler; Victoria Borgia; Stephanie McCune; Barbara Matthews; Claudia Lawler;
William R. Fowler; Samantha Monasch



Skarlatos Zonarich LLC
Sound Advice. Smarter Decisions.

17 South Second Street, 6th Floor
Harrisburg, PA 17101-2039
717.233.1000 Voice
717.233.6740 Fax

www.skarlatoszonarich.com

John B. Zonarich, Esquire
jbz@skarlatoszonarich.com
Admitted in WV, PA and NJ

August 22, 2016
Via email and U.S. Mail

Berkeley County Office of Fiduciary Supervisor
Attention: Maria Childers, Supervisor
100 West King St., 2nd Fl., Ste., 12
Martinsburg, WV 25401

Re: Estate of William H. Fowler

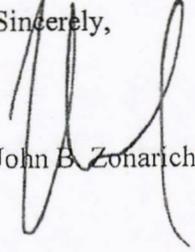
Dear Ms. Childers:

Please be advised we have withdrawn from representation of David Fowler as the Administrator of the Estate of William H. Fowler effective immediately. Kindly withdraw our appearance as his counsel. We will not take any further action on his behalf or on behalf of the estate.

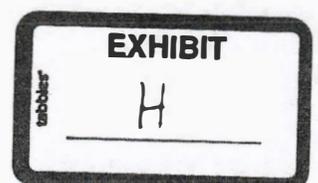
Mr. Fowler has been notified and he understands he is still bound by the August 31, 2016 deadline for the filing of the interim accounting.

Please feel free to contact my Estate Administrator, Trina M. Runkle, at the number listed above with any questions. Thank you for all of your assistance in regards to the administration of this estate.

Sincerely,


John B. Zonarich

JBZ:tmr
cc: David J. Fowler



STATE OF WEST VIRGINIA

COUNTY OF BERKELEY

First Interim
~~FINAL~~ SETTLEMENT OF ACCOUNTS

REPORT OF RECEIPTS, DISBURSEMENTS, RECAP, DISTRIBUTION & AFFIDAVIT

IN RE: ESTATE OF *William Henry Fowler*

RECEIPTS/INCOME:

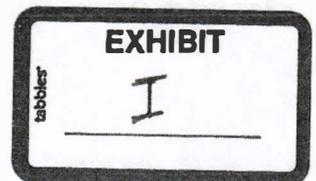
(initial transfer/deposit to estate account; ALL other deposits/income including but not limited to refunds; proceeds from sale of personal/real prop; rents; checks/assets paid to decedent/estate; interest earned, etc).

See attached

TOTAL RECEIPTS/INCOME:

attach additional pages if necessary

form page 1 of 4



RECEIPTS / INCOME

2014		REC	Payable
DATE			
4/21	Beginning	600	
7/18	Home Equity		458
7/19	WPFED + Sale	1120	
8/11	Yard sale	48836	
8/29	Home Equity		100
8/30	Home Depot		220.22
8/31	Home Depot		218
9/1	Home Depot		8631
9/2	Garb. Removal		350
9/1	Lowes		11095
9/17	Auction	691390	
9/25	Home Equity		100
9/29	B/C TAXES		26502
10/24	Home Equity		100
11/5	B/C Fiduciary		11
11/5	Foremost		401.38
11/5	Home Depot		28458
11/10	RENT	990	
11/25	Home Equity		100
12/7	RENT	990	
12/14	Foremost		1487
12/26	Home Equity		100

2015

DATE		REC	Payable
1/6	RENT	990	
1/7	DAVED		1000
1/23	Home Equity		100
1/29	DAVED		500
1/30	VET (Dogg)		237
2/5	RENTS	990	
2/6	DAVED		300
2/9	DAVED		500
2/17	DAVED		500
2/18	DAVED		4000
2/25	Home Equity		100
2/26	DAVED		100
2/28	PRO. TAX		720.41
3/5	DAVED		150
3/9	DAVED		200
3/12	DAVED		500
3/16	RENT	990	
3/24	DAVED		100
3/25	Home Equity		100
3/26	TAXES		732.05
3/30	DAVED		190
4/7	RENT	990	
4/24	Home Equity		100
5/5	RENT	990	
5/12	DAVED		400
5/18	DAVED		200
5/30	Home Equity		100
5/28	DAVED		200
6/5	RENT	990	
6/9	DAVED		900
6/15	DAVED		750

2015 P32

DATE		REC	Payables
6/25	Home Equity		100
7/8	RENT	990	
7/24	Home Equity		100
8/3	DAVID		1200
8/5	RENT	990	
8/14	DAVID		1100
8/25	Home Equity		100
9/4	RENT	990	
9/8	DAVID		350
9/15	DAVID		850
10/7	RENT	990	
10/14	Home Equity		100
11/6	RENT	990	
11/10	Home Equity		100
12/4	RENT	990	
12/10	Home Equity		100
12/14	DAVID		300
12/17	DAVID		200

2016

DATE		REC	Payable
1/3	RENT	990	
1/14	DAVID		300
1/20	DAVID		2257
1/25	Home Equity		200
2/2	DAVID		200
2/5	RENT	990	
2/20	Home Equity		100
2/22	DAVID		316.40
3/4	RENT	990	
3/14	DAVID		700
3/20	Home Equity		100
4/1	DAVID		600
4/5	RENT	990	
4/14	DAVID		700
4/21	Home Equity		100
5/5	RENT	990	
5/9	Safety Dep. Pay		26.10
5/14	DAVID		300
5/16	DCFB	40	70
5/16	DAVID		300
5/15	TAXES		1025.42
5/23	Home Equity		100
5/23	DAVID		800
6/1	RENT	990	
6/7	DAVID		800
6/21	Home Equity		100
7/5	RENT	990	700
7/12	DAVID		375
7/19	DAVID		470
7/21	Home Equity		100
8/4	DAVID		20

2016

DATE

REC

Payables

8/5

RENT

990

8/20

Home Equity

600

8/31

B/C TAXES

122.87

DISBURSEMENTS:

(all checks issued from estate account i.e. debts/claims/taxes paid etc.
including any commission to be paid to exor/admr)

See Attached

TOTAL DISBURSEMENTS:

attach additional pages if necessary

Disbursements

2014

DATE		REC	Payable
4/21	Beginning	660	
7/18	Home Equity		758
7/19	WFFD + Sale	1120	
8/11	Yard sale	485.36	
8/29	Home Equity		100
8/30	Home Depot		270.22
8/31	Home Depot		218
9/1	Home Depot		8631
9/2	Garb. Removal		350
9/1	Lowe's		110.95
9/17	Auction	691.570	
9/25	Home Equity		100
9/29	B/C TAXES		265.02
10/24	Home Equity		100
11/5	B/C Fiduciary		11
11/5	Foremost		401.38
11/5	Home Depot		284.58
11/10	RENT	990	
11/25	Home Equity		100
12/7	RENT	990	
12/14	Foremost		1457
12/26	Home Equity		100

2015

DATE		REC	Payable
1/6	RENT	990	
1/7	DAVID		1000
1/23	Home Equity		100
1/29	DAVID		500
1/30	VET (DOG)		237
2/5	RENT	990	
2/6	DAVID		300
2/9	DAVID		500
2/17	DAVID		500
2/18	DAVID		4000
2/25	Home Equity		100
2/26	DAVID		100
2/28	PRO. TAX		720.41
3/5	DAVID		150
3/9	DAVID		200
3/12	DAVID		500
3/16	RENT	990	
3/24	DAVID		100
3/25	Home Equity		100
3/26	TAXES		732.05
3/30	DAVID		190
4/7	RENT	990	
4/24	Home Equity		100
5/5	RENT	990	
5/12	DAVID		400
5/18	DAVID		200
5/30	Home Equity		100
5/28	DAVID		200
6/5	RENT	990	
6/9	DAVID		900
6/15	DAVID		750

2015 P&L

REC

Payables

DATE

6/25	Home Equity		100
7/8	RENT	990	
7/24	Home Equity		100
8/3	DAVID		1200
8/5	RENT	990	
8/14	DAVID		1100
8/25	Home Equity		100
9/4	RENT	990	
9/8	DAVID		850
9/15	DAVID		850
10/7	RENT	990	
10/14	Home Equity		100
11/6	RENT	990	
11/10	Home Equity		100
12/4	RENT	990	
12/10	Home Equity		100
12/14	DAVID		300
12/17	DAVID		200

2016

DATE		REC	PAID
1/4	RENT	980	
1/11	DAVID		300
1/18	DAVID		2257
1/25	Home Equity		200
2/1	DAVID		200
2/15	RENT	990	
2/22	Home Equity		100
2/29	DAVID		316.40
3/4	RENT	790	
3/11	DAVID		200
3/20	Home Equity		100
4/1	DAVID		600
4/15	RENT	990	
4/19	DAVID		700
4/21	Home Equity		100
5/5	RENT	990	
5/9	Security Dep. Pay		26.00
5/14	DAVID		300
5/16	BCFB	400	70
5/16	DAVID		300
5/18	TAXES		1025.42
5/23	Home Equity		100
5/25	DAVID		300
6/1	RENT	990	
6/7	DAVID		800
6/12	Home Equity		100
7/5	RENT	990	
7/12	DAVID		375
7/19	DAVID		400
7/20	Home Equity		100
8/4	DAVID		50

2016

REC

Payables

DATE

3/5 RENT
8/20 Home Equity
8/31 B/C TAXES

990

1000

122,287

Milage & Reim combined at 54¢ per mile

2014

DATE		Beginning	END	Total	COST
4/21-22	Fiduciary Banking	87972	- 88611	669	361.26
4/26-27	FP Appraisal	88743	- 89367	624	336.96
4/29-30	Bank ISSUES	89503	- 90155	652	352.08
5/4	House Inspection vacated	90487	- 91130	647	349.38
6/29-30	meet with Reulator Re Rentinger Selling	92890	- 93538	648	349.92
7/13-15	Fiduciary off. House clean met with Auction	93762	- 94486	724	390.96
8/10-11	Pack up House belonging	94722	- 95407	685	369.90
8/29-9/2	Auction Packed	95559	- 96204	645	348.83
9/22-24	HOUSE	98914	100411	1997	1078.38
9/29	Pay taxes	100487	- 102457	1990	1063.80
10/5-6	House Prep	102583	104578	1995	1077.30
10/20-21	MGMT Company	104798	106786	1988	1073.52
10/28-29	MGMT Company	106901	108699	1998	1078.92
11/4-6	Fiduciary/Repair ^{Home}	109986	110988	2002	1081.08
12/4-15	House maint Repairs	111211	113211	1960	1058.40

7-016

DATE		Beginning	End	total	Cost
5/16/17	Pay taxes	143667	145573	1972	106458
7/23/17	Distribute Settlement Dec. CO. & NY.	145935	148297	2362	127548
8/31	Fiduciary office	150168			

2014 Summary

ESTATE INCOME	11157.26
Paid EXPENSES	4392.43
Milage Expenses Pd	0
Balance	6764.83

2015

ESTATE INCOME	11880.00
Paid EXPENSES	2789.46
MILAGE Expense Pd	17190.00
Balance	1635.37

2016

ESTATE INCOME	7920
Paid Expenses	2144.49
Milage Expense Pd	5903.97
Balance	1506.81



BRADDOCK REALTY

661 Millwood Ave, Suite 101
Winchester, Virginia 22601

Cell: (304) 261-5857

Email: Lauriemurray@mrts.com

Toll Free: (800) 221-5531 X109

Fax: (540) 667-3603

 Each Office Independently Owned and Operated 

Laurie Murray
Relocation/REO Director
Licensed in VA & WV





CENTURY 21® SELLER SERVICE PLEDGE®

As an independently owned and operated CENTURY 21® office, we are dedicated to providing you with service that is professional, courteous and responsive in helping you market your property. To fulfill this commitment, we agree to provide you with the following services:

1. Dedicate ourselves to making the process of selling your home as easy and successful as possible.
2. Respect you and your needs and be honest and forthright, in accordance with Fair Housing regulations and ethical real estate practices.
3. Hold your best interests in the highest regard throughout the process.
4. Value and respect your time, being as efficient and effective as possible.
5. Understand your needs and respond quickly.
6. Utilize my knowledge, resources and training to best serve you.
7. Provide regular progress reports throughout the process and discuss with you comments received about your property.
8. Explain each step of the process and act as a guide to help you make informed decisions.
9. Make recommendations to enhance the marketability of your property.
10. Utilize a written Competitive Market Analysis and local market information to help you set an appropriate listing price to sell your home and receive the value you deserve.
11. Review various financing alternatives.
12. Develop, present and agree upon a Customized Marketing Plan that will detail specific promotional efforts to help best market your property.
13. Place the internationally recognized CENTURY 21® yard sign on your property, with your permission and subject to local ordinances .
14. Post your property on Century21.com, a site which receives millions of visitors each month.*
15. Explain local real estate procedures and regulations.
16. Show your property to potential buyers.
17. Utilize the CENTURY 21® System vast online resources to expose your property to potential buyers around the world.
18. Utilize the CENTURY 21® System to help you obtain the results you deserve, including leveraging our network of more than 8,000 offices worldwide.
19. Submit to you all written offers, assist with negotiations, and provide an estimate of your net sales proceeds, so you understand all implications prior to the acceptance of any offer.
20. Upon acceptance of an offer by you, pre-settlement (escrow) activities throughout the closing process will be monitored as permitted by law or local practice.
21. Assist you in finding your next home, or offer to refer you to another CENTURY 21® office in another location.
22. _____

We appreciate your allowing us to help you with the marketing of your property. If at any time you have a question, concern, comment or suggestion, please contact:

KATHIE GAUGH, Broker Phone (540) 665-0700

This CENTURY 21® Seller Service Pledge® Certificate applies only to an exclusive right to sell agreement of not less than 180 days. If any terms or conditions contained herein are prohibited by local law, they shall be considered severed from this pledge and of no force or effect. In the event of any alleged breach under the terms of this 21 Point Seller Service Pledge® Certificate, the seller (as a sole and exclusive remedy) may terminate the exclusive right to sell agreement, provided that our CENTURY 21® office is given ten days (10) written notice of the reason for termination and an opportunity to cure the default during the notice period.

CENTURY 21® BRADDOCK REALTY A Copy of This SELLER SERVICE PLEDGE® Certificate has been received.
 By (Associate) LAURIE MURRAY By Seller(s) DAVID FOWLER
 License # 72172 Current Address _____
 By Broker(s) _____ Current Phone _____
 Date 8/31/16 Email _____



RECAP:

TOTAL RECEIPTS/INCOME:	(total page 1)	\$ 30957.26
LESS TOTAL DISBURSEMENTS:	(total page 2)	\$ 29420.35
DISTRIBUTION:	(balance, if any)	\$ 1536.91

DISTRIBUTION: (name each beneficiary/heir, their relationship to decedent and the amt. of cash/% of estate each is entitled to receive either by Will or Intestacy - if zero balance in estate account state "no residuary funds available")

no residuary funds available
at this time

Due to wrongful death a settlement
has been reached and in stage of
approval.

Residence is currently moving forward
for sale

***TOTAL DISTRIBUTION:**

\$

*will equal distribution amount shown in recap

if estate is insolvent total receipts and total disbursements equal

attach additional pages if necessary

AFFIDAVIT

STATE OF: WEST VIRGINIA

COUNTY OF: BERKELEY

Before me, the undersigned authority, this day personally appeared the Personal Representative (Fiduciary) of the Estate of William Henry Fowler deceased, who being by me first duly sworn did depose and say:

That the foregoing accounting is a true and correct report of all receipts and disbursements made by me as Fiduciary of the above referenced estate as of the date of this affidavit and, to the best of my knowledge and belief, all debts, claims and any applicable taxes have been paid or provided for.

Given under my hand this 01ST day of Sept., 20 16.

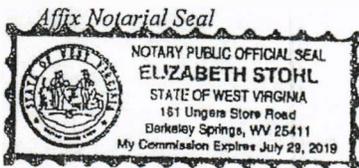
David Fowler
Fiduciary -

Estate of - William H. Fowler
Deceased

Taken, subscribed and sworn to before me, the undersigned authority, this 18th day of September, 20 16, by the Fiduciary whose signature appears above.

Elizabeth Stohl
Notary Public

My commission expires: July 29, 2019



August 9, 2016

TO: Maria L. Childers, Fiduciary Supervisor, Office of the Fiduciary Supervisor,
Berkeley County, WV & Mr. Noorwood Bentley Atty

From: Victoria Borgia, beneficiary to the estate of William Henry Fowler, Deceased

RE: Estate of William Henry Fowler, Deceased – Your correspondence of August 5, 2016

Dear Ms Childers, and Mr. Bentley Atty

There seems to be some dissension on the part of two of my siblings regarding alleged breaches of the Fiduciary duty by the Executor, David J. Fowler. I want to be put on record that I have no complaints in how David has handled his responsibilities as Executor. I do feel that the two siblings on the other hand, have exhibited the most disdainful behavior from the very start of this ordeal. I do apologize for their behavior and do hope we can get this all behind us A.S.A.P., allowing the family members to have closure.

Sincerely,



Victoria Borgia, Beneficiary, one of seven
110 Brandy Lane
Wappingers Falls, NY 12590
845-592-0914
e-mail: vborgial@yahoo.com

C/C John B. Zonarich, Esquire
Noorwood Bentley, Esquire, Berkeley County Legal Director

Aug 9, 2016

Stephanie Lee McCune
49 Carter Lane
Inwood, WV 25428

Maria Childers, Supervisor
Berkeley County WV Office
of Fiduciary Supervisor/Probate
100 West King Street Second Floor Suite 12
Martinsburg, WV 25401

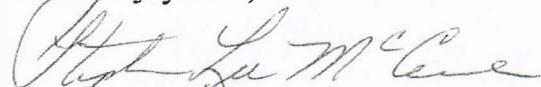
To: Maria Childers,

I am one of the Beneficiaries of William Henry Fowler's Estate. After my Husband and I and some hired help cared for my Father for almost 2 years 24/7, I was suppose to be the Executrix to my Father's Estate. I, after losing my Father, could not handle the vial harassment from the sibilings you are currently dealing with. Thus, I turned over the execution of the will, per the will, to my brother David J. Fowler.

I have the utmost confidence that the Estate has been **handled properly**. David J Fowler had much greater expense administrating this Estate due to time and distance constraints, than I would have had. I am also quite confident you will find the interim report will show justification for whatever expenditures were used.

Being a Beneficiary of this Estate I agree with the actions of the Estate Attorney's, the Fiduciary Office, and the Executor regarding the handling of this Estate. I also agree with the Settlement concerning my Father's wrongful death suit and that the debt should be settled from this suit. This would leave the Residence as the final issue to be settled.

Sincerely yours,



Stephanie Lee McCune

CC: John B Zonarich
Norwood Bentely, Berkeley County Legal Director