

BOOK 53 PAGE 011

ORDERS—Mason County Commission, W. Va.

TERMS

JUL 24 2025

CASTO & HARRIS, INC. SPENCER, WV RE-ORDER NO. 7393D-99

THE COUNTY COMMISSION OF MASON COUNTY met in the Commission room of the courthouse on Thursday, July 24, 2025, at 2:00 p.m. in regular session. Present were Rick Handley, President; Sam Nibert, Commissioner; Chris Johnson, Commissioner; Diana Cromley, Clerk; and Jason Bechtle, Administrator.

Rick Handley called the meeting to order, and Diana Cromley gave the opening prayer. The Pledge of Allegiance was led by Miss 4-H Queen Alasaundra Reed, Junior Miss 4-H Queen Mary Supple and Young Miss 4-H Queen Elianna Martindale.

The Commission acknowledged and congratulated the 2025 4-H Queens on their recent wins.

Tim Kidwell and other Board members of the WV State Farm Museum provided an annual update on Farm Museum matters.

Renae Riffle with the Mason County Senior Center provided an overview of their program, a copy of which is attached.

Town of New Haven Council members discussed interest in using the ball field and horse park property owned by the County.

David Bland, Government Affairs Director for Union IUPATDC 53, discussed the resources that the union offers and his hope that future development in Mason County will continue to reach out to the union.

Brent Clark with the Mason County Public Service District and Jonathan Carpenter, Chief Engineer with Thrasher Engineering, discussed PSD matters including plans for expanding their current 530 miles of water lines and 22 miles of sewer lines. A copy of their projects report is attached.

Upon motion by Nibert and unanimous agreement, the Commission approved Estate Appointments, Affidavits for Small Estates, Orders Appointing Fiduciary Commissioners, Waivers of Final Settlement, Reports of Receipts and Disbursements, Commissioner's Reports of Claims and Final Settlement, and Applications for Corrections of Erroneous Assessments. Copies of which are attached hereto.

Upon motion by Johnson and unanimous agreement, the Commission minutes from the previous meeting were approved with no omissions or corrections thereto.

The Commission executed the Bills and Purchase Orders as required.

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The Commission scheduled a hearing on the Estate of Scott Burdette for August 21, 2025 at 1:30 p.m.

Upon motion by Nibert and unanimous agreement, the Commission approved submission of an HAVA grant application for the Mason County Clerk's Office.

Upon motion by Nibert and unanimous agreement, the Commission approved the following EMS new hires and changes effective August 1, 2025: Thomas Ward hired as a part-time EMT; Jeremy Curry hired as a part-time EMT; Cara Turley changed to a full-time Transport position; and, Kyle Bellavance changed to a full-time EMT.

Upon motion by Johnson and unanimous agreement, the Commission approved the hires of Billy Dean Stover and Colton Gary McCoy as deputies with the Mason County Sheriff's Department.

Upon motion by Nibert and unanimous agreement, the Commission approved Exterior Project Payment Application #3.

Upon motion by Nibert and unanimous agreement, the Commission approved the appointment of Diana Cromley to the Mason County Solid Waste Authority's Board of Directors retroactively effective July 1, 2024 for a four-year term.

The Commission approved the reissuance of another check from the Fire Protection Fund to the Valley Fire Department because they lost their check.

The Commission was informed that there was a \$720 million opioid settlement, of which West Virginia will receive \$53 million that will be given to West Virginia counties and the West Virginia First Foundation.

Upon motion by Johnson and unanimous agreement, the Commission approved the execution of a Records Management Preservation Board Grant Agreement for grant funding received by the County Clerk and the Circuit Clerk.

The Community Educational Outreach Service (CEOS) informed the Commission that they have moved their craft show to October 17 and 18 at the Armory.

Upon motion by Nibert and unanimous agreement, the Commission approved moving the August 7, 2025 Commission meeting from 2:00 p.m. to 10:00 a.m.

Upon motion by Johnson and unanimous agreement, the Commission went into executive session to discuss personnel matters.

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Upon motion by Johnson and unanimous agreement, the Commission returned to regular session.

Upon motion by Johnson and unanimous agreement, the Commission approved the termination of an Animal Shelter employee if drug testing is positive for unprescribed drugs.

Upon motion by Nibert and unanimous agreement, the Commission approved the creation of a new position called an Emergency Services Director, which job shall be posted on August 7, 2025.

The Commission acknowledged the passing of long-time employee Jean Rice Tarbett and expressed condolences to her friends and family. Rice worked in the County Clerk's Office since July 1, 1989, serving in the Record Room and as Payroll Clerk. Her service was much appreciated and she will be greatly missed.

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CASTO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 7393D-99

***Mason County Action Group, Inc.
Who We Are and What We Do*****101 2nd St., Point Pleasant, WV 25550****Office # 304-675-2369****www.masonseniors.com**

Mason County Action Group, Inc. is a non-profit organization dedicated to promoting independence and well-being for the senior citizens of Mason County, WV. The agency provides several programs throughout Mason County and our Team strives to enhance the quality of life of our senior population.

SENIOR NUTRITION & SOCIALIZATION

There are two senior centers in Mason County. These centers provide a nutrition program by serving a meal that meets required nutrition guidelines. Hours are 10:00 a.m. - 1:00 p.m. Mon. - Fri., with lunch at 11:30.

They are also a place where seniors can socialization, enjoy activities, such as Bingo, crafts, holiday parties, bible study, Wii Bowling, learn about health topics, and share lots of laughs and smiles.

GENE SALEM SENIOR CENTER**101 2nd St., Point Pleasant, WV****(304) 675-2369 ext. 20****MASON SENIOR CENTER****Second & Horton Streets, Mason, WV****(304) 773-5852****HOME DELIVERED MEALS**

This program provides a nutritious meal delivered five days per week, Monday - Friday. The delivery of the meal also provides a daily wellness check on the client. An individual must be 60 years of age or older and meet other program requirements. **Contact 304-675-2369 ext. 19**

TRANSPORTATION

The Non-Emergency Medical Transportation program is for anyone over 60 years of age that needs transportation to and from medical appointments, clinics or testing facilities, within a designated radius of the county. It also provides transportation to and from the Point Pleasant Senior Center so that seniors may enjoy the socialization and meals provided. At times, there may be availability for short errand or grocery trips, but these trips are limited, but medical transportation is the priority. **Contact 304-675-2369 ext. 27**

IN-HOME CARE PROGRAMS**MEDICAID AGED & DISABLED WAIVER**

This program is provided to individuals who are medically in need of nursing home care. The program allows the individual to stay in their home instead of living in a health care facility. Individuals must have Medicaid coverage and be approved for the program. The ADW program is supervised by a registered nurse.

MEDICAID PERSONAL CARE

This program is provided to individuals who may need assistance with personal care activities such as personal hygiene, dressing, walking, or eating. Assistance with grocery shopping, light housekeeping and laundry may also be provided. Individuals must have Medicaid coverage and be approved for the program. The Personal Care program is supervised by a registered nurse.

LIGHTHOUSE

This program is provided to individuals that do not have Medicaid or any other type of coverage and are in need of personal care along with light housekeeping. The Lighthouse program is supervised by a registered nurse.

FAMILY ALZHIEMER'S IN-HOME RESPITE (FAIR)

This program is provided to individuals caring for a family member diagnosed with Alzheimer's. This allows the family caregiver to have a break from care and know that their loved one is safe. The FAIR program is supervised by a registered nurse.

Contact 304-675-2369 ext. 18

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CASTO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 7393D-99

MASON COUNTY COMMISSION**MASON COUNTY PUBLIC SERVICE DISTRICT
CAPITAL IMPROVEMENT PLAN SUMMARY
JULY 24, 2025**

The Mason County Public Service District has undertaken a countywide study to identify water and sewer needs with the future development happening in Mason County. The study was divided into two parts, North and South. The District has identified five projects to be undertaken to address existing issues within the system and prepare for future growth. The five projects are detailed as follows:

South Phase I – Add a second water storage tank at Arlee, add a new water storage tank in the Nucor area, upgrades to the Crab Creek and Apple Grove Booster Stations, and upgrading the 6" line in the area to 10"

South Phase II – Add a second tank at Mt. Olive, upgrade the Hannan Booster Station, and water line upgrades

South Phase III – Add a second water storage tank at Mt. Union, upgrade the Jerry's Run Booster Station, and water line upgrades

North Phase II – Add a second water storage tank at Sand Hill, upgrade the Peniel Booster Station, water line connection at Broad Run Road, and Gibbstown water line upgrade

North Phase III – Letart water line connection, Letart water treatment plant upgrade, Ambrosia water line connection, and EDDY Chapel waterline extension

The District would like to proceed with preliminary engineering reports on these five projects to put the projects in position for pursuing project financing. The District is requesting financial assistance for these preliminary engineering reports.

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Additionally, the District has several other projects that the County Commission has participated in funding the planning portion of those projects. The District is planning to group five projects together and pursue a loan to fund the preconstruction activities for those projects. The preconstruction activities would include design, permitting, legal, land acquisition, accounting, and funding applications. The five projects that will be grouped together are as follows:

Ashton Water Treatment Plant Upgrade – Well study completed and preliminary water treatment plant evaluation completed. County Commission has contributed \$50,000 towards the well study for this project

Lakin Water Treatment Plant Upgrade – County Commission has contributed \$25,000 towards the Preliminary Engineering Report for this project

North Phase I -Preliminary Engineering Report approved through the West Virginia Infrastructure and Jobs Development Council (WVIJDC). County Commission has contributed \$50,000 towards the Preliminary Engineering Report

Camp Conley Wastewater Treatment Plant Upgrade – Preliminary Engineering Report complete and will be submitted to WVIJDC in August 2025. County Commission contributed \$25,000 towards the Preliminary Engineering Report

South Phase I – Design would begin upon approval of the Preliminary Engineering Report by the WVIJDC

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CASIO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 7393D-99

7/24/2025 MCC FUNDED PROJECTS

PROJECT NAME	DATE FUNDED	MCC COMMITMENT	OTHER SOURCES	TOTAL INTEREST	TOTAL \$ DRAWN	CURRENT BALANCE	STATUS
2021 WATER EXT. SR 817-DUNCAN CREEK-FLATFOOT	7/16/2021	\$1,500,000.00			\$1,500,000.00	\$0.00	\$1,664 M Ext: Fully funded: MCC/JDC Completed June of 2023/25 new customers
J2V35 WATER SYSTEM UPGRADE	7/30/2021	\$400,000.00			\$400,000.00	\$0.00	\$2,780 M Upgrade: Fully Funded: JDC/DWTRF/WDA/MCC New Tank - New booster station- 2 miles of 8" line/ Substantial completion April 2024/ Barnette ext. pending.
CRAB CREEK WTP REHAB PROJECT	4/11/2023	\$50,000.00 \$200,000.00		\$8,325.84	\$98,786.22	\$159,539.62	\$3.88 M upgrade to handle south growth/ Pilot study complete/ Funding complete/ Engineering 90% County Commission Additional Funding **\$30,000.00 INVOICE HELD FOR MATCHING FUNDS
NORTH SYSTEM ENHANCEMENT STUDY	10/17/2023	\$37,500.00	\$37,515.00	\$511.18	\$75,268.93	\$257.25	North System models/ Report on priorities/ JDC match funds/ Draft report complete
SMALL WATER EXTENTIONS 2023	4/11/2023	\$100,000.00	\$2,741.30	\$5,939.23	\$41,405.48	\$67,275.05	See Progress Report Joint project-Backup water supply/ Tank on South end/ PER complete / Funding partially in place/ Hannan Booster station upgrade/ Agreement pending.
MILTON INTERCONNECTION PROJECT	1/5/2024	\$50,000.00		\$922.39	\$33,196.37	\$17,726.02	Upgrade priorities/ PER submitted to JDC 3/10/25 Pending Funding.
NORTH WATER SYSTEM PHASE 1 PROJECT	1/5/2024	\$50,000.00		\$1,199.57	\$50,261.37	\$938.20	**PENDING JDC matching request for 21,625.00 7/21/25
SOUTH WATER SYSTEM STUDY	1/5/2024	\$37,500.00	\$11,289.10	\$662.48	\$71,063.87	-\$21,612.29	
GUYAN CREEK EXT PROJECT	1/10/2024	\$50,000.00		\$640.98	\$48,604.07	\$2,036.91	18 new customers/ Bid 1st Quarter 2025/ Design in process/ Critical Needs Project funded \$1,695 M/ 4 mile close loop
HENDERSON WATER DEV EXT	1/5/2024	\$50,000.00	\$522,465.29	\$713.29	\$570,472.59	\$2,705.99	Engineering complete. \$6.2 M project/ permits complete/ Fully funded: WV WDA EECF / Bid 2/20/25/ Pre-con 3/20/25
HENDERSON SEWER	3/8/2024	\$80,000.00		\$1,390.67	\$81,231.63	\$159.04	Transfer funds to Henderson water & Lakin WTP upgrade
SMALL WATER EXTENTIONS 2024	6/27/2024	\$200,000.00		\$5,908.98	\$275.41	\$205,633.57	To be used as extension inquiries develop.
SEWER DEVELOPMENT TAP INQUIRIES	10/29/2024	\$25,000.00		\$230.95	\$7,294.10	\$17,936.85	Answered 3 development inquiries/ ongoing
CAMP CONLEY WWTP UPGRADE STUDY	10/29/2024	\$25,000.00	\$25,000.00	\$432.95	\$50,275.41	\$157.54	PER to JDC 4/10/25 Data collection ongoing. Plant capacity needs at least doubled to meet current demand and expected growth from Fideils and others.
LAKIN WTP UPGRADE STUDY/ ENGINEERING	10/29/2024	\$25,000.00	\$25,000.00	\$505.86	\$16,136.41	\$34,369.45	*JDC MATCHING 50,000.00 PENDING
ASHTON WTP CAPACITY UPGRADE STUDY (IN WITH TEST WELLS)	11/19/2024	\$50,000.00		1299.31	16,393.17	\$84,906.14	

TOTAL MCC FUNDING \$2,980,000.00 \$624,010.69 \$28,683.68 \$3,060,665.03

UNDER REGION 2 MGMT

ORDERS—Mason County Commission, W. Va.

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CASTO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 7393D-99

MASON COUNTY PUBLIC SERVICE DISTRICT
MAJOR WATER AND SEWER PROJECT STATUS July 24, 2025

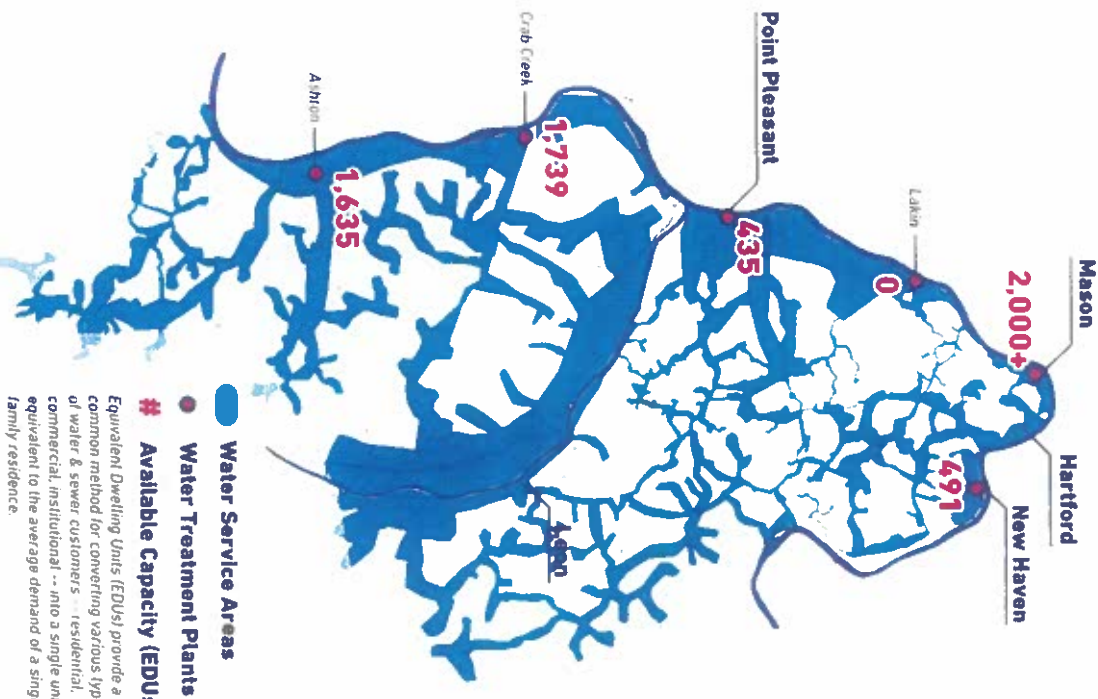
▪ <u>2021 WATER EXTENSIONS:</u> (Flatfoot/Duncan Creek/ SR817)	2021-2014	\$1.664M: <u>Funded</u>	PROJECT COMPLETE 22 New Customers
▪ <u>J2Y35 WATER SYSTEM UPGRADE:</u> (8" Mainline/Johnson BS/J2Y35 Tank)	2021-20__	\$2.78M: <u>Funded</u>	PENDING BARNETTE & TANGLEWOOD Bids August 2025/500 New Customers
▪ ASHTON WTP IMPROVEMENTS: (Drain/ Redesign/New Filter Media)	2022-2023	\$500K: <u>Funded</u>	PROJECT COMPLETE Plant on-line March, 2023
▪ <u>SAND HILL ROAD SEWER:</u> (22 Miles Collection/7 Lift Stations/5 Contracts)	2016-20__	\$22.M: <u>Funded</u>	CONSTRUCTION UNDERWAY (FAMCO-50%/Tribute-3%, 430+ New Customers)
▪ <u>APPLE GROVE WWTP</u> (New SBR Facility)	2019-20__	\$15.M: <u>Funded</u>	EQUIPMENT INSTALLATION UNDERWAY (Operational October,2025)
▪ <u>APPLE GROVE COLLECTION SYSTEM:</u> (10 Miles Collection/7 Lift Stations)	2020-20__	\$13.M: <u>Funded</u>	DESIGN & LAND ACQUISITION ON GOING (Bid Spring 2026 – 100+ New Customers)
▪ <u>HENDERSON WATER PROJECT:</u> (5 Miles 10" Line/Beech Hill No. 2 Tank)	2023-20__	\$6.25M: <u>Funded</u>	BIDS AWARDED/PENDING CONSTRUCTION START (Start 2025 – Will Serve Henderson Development)
▪ <u>GUYAN CREEK WATERLINE EXTENSION:</u> (4 Miles – 4" Line/Closes Loop)	2023-20__	\$1.65M: <u>Funded</u>	BID PENDING APPROVAL (Construction Start October 2025- 20 New Customers)
▪ <u>CRAV CREEK WTP IMPROVEMENTS:</u> (Rehab 1980 Plant/Filters/Pumps Upgraded)	2023-20__	\$3.878M: <u>Funded</u>	DESIGN 90% COMPLETE/BID NOVEMBER 2025
TOTAL		\$66.77M \$ <u>1.50M</u>	CAMP CONLEY WWTP
GRAND TOTAL		\$68.27M	

ORDERS—Mason County Commission, W. Va.

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CASTO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 73930-99

Utilities - Water Lines & Water Treatment



Potable Water Assessment:

Utility Treatment Plant	Capacities		Usage		Additional Customers Allowable Before Upgrade (EDU)
	24 Hour Capacity (gal/day)	12 Hour Capacity (gal/day)	Current Usage (gal/day)	Current Usage (thous/day)	
M/C PSD Ashton (current)	500,000	250,000	210,000	15	0
M/C PSD Ashton (Post-Project)	1,500,000	750,000	462,000	9	1,635
M/C PSD Crab Creek	800,000	400,000	300,000	6	1,739
M/C PSD Crab Creek	300,000	150,000	510,000	17	0
M/C PSD Leann	300,000	150,000	255,000	20	491
New Haven	453,000	226,500	170,000	11	435
Point Pleasant	1,900,000	950,000	900,000	9	532
Town of Mason?	1,200,000	600,000	243,000	9	N/A
Gallipolis Ferry	N/A	N/A	N/A	N/A	N/A
Hartford	N/A	N/A	N/A	N/A	N/A

Table 2. Summary of Water Utilities

* Town of Mason has 3 well pumps (450 cph) and currently operates 1 at a time. 24- and 12-hour capacities listed for Town of Mason in this table are based on 2 pumps running simultaneously.

Gallipolis Ferry and Town of Hartford do not have treatment plants and purchase treated water from Point Pleasant and New Haven, respectively.

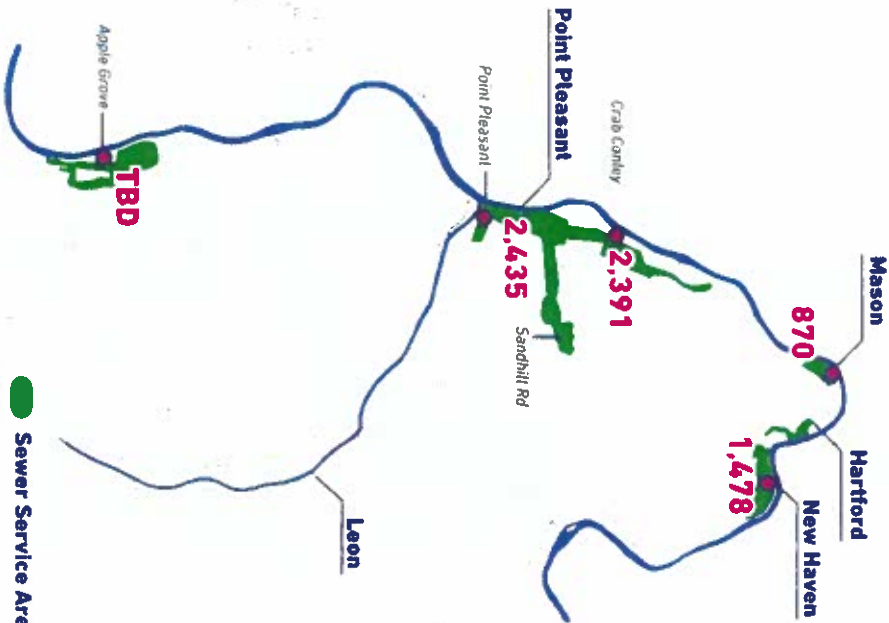
While potable water systems are generally sufficient in footprint, most treatment plants are nearing operational limits and will require upgrades to support future growth

ORDERS—Mason County Commission, W. Va.

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CASTO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 73930-99

Utilities - Sewer Lines & Wastewater Treatment



Sanitary Sewer Assessment:

Provider	24 Hour Capacity (gal/day)	Current Usage (gal/day)	Additional Customers Allowable Before Upgrade (EDU)
MC PSD Apple Grove WWTP	500,000	TBD	TBD
MC PSD Crab Conley WWTP	500,000	125,000	2,391
New Haven WWTP	400,000	150,000	1,478
Point Pleasant	700,000	280,000	2,435
Town of Mason	250,000	100,000	\$70
Gallipolis Ferry*	N/A	N/A	N/A
Hartford	N/A	N/A	N/A

* Gallipolis Ferry does not provide sanitary sewer collection or treatment.
Town of Hartford does not have a treatment plant and purchases bulk sewage treatment from New Haven

The county's wastewater treatment facilities have **substantial available capacity**, with most operating **below 50% utilization**. However, the primary challenge lies in the limited sewer collection infrastructure. Sewer collection is primarily contained within the municipalities' limits.

ORDERS—Mason County Commission, W. Va.

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THIS MAP WAS PREPARED BY THE MASON COUNTY COMMISSION AND THE MASON COUNTY PUBLIC SERVICE DISTRICT. IT IS A REPRODUCTION OF THE ORIGINAL MAP AND DOES NOT REPRESENT A GUARANTEE OF THE ACCURACY OF THE INFORMATION SHOWN THEREON. IT IS INTENDED FOR INFORMATIONAL PURPOSES ONLY.

THIRASHER

MASON COUNTY PUBLIC SERVICE DISTRICT
MASON COUNTY, WEST VIRGINIA
WATERLINE PROJECTS



- LEGEND**
- SOUTH PHASE I
 - SOUTH PHASE II
 - SOUTH PHASE III
 - ★ BOOSTER STATION
 - WATER TREATMENT PLANT
 - WATER STORAGE TANK



ORDERS—Mason County Commission, W. Va.

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CASTO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 7393D-99

Commission Meeting July 24, 2025

ESTATE APPOINTMENTS

ROGER ALAN TULANOWSKI
ROBERT DONALD TAYLOR
JOHN HENRY SAYRE
MARION WINIFRED OHLINGER
DONALD LEE RAYBURN
SUSAN MARY LARSON
LORENA HARBRECHT
STEPHEN KERR BAIRD
NANCY SUE BAUER
STEPHEN KERR BAIRD
SHARRON CAMPBELL (ANCILLARY).

AFFIDAVIT AND WAIVER OF FINAL SETTLEMENT

RUSSELL VERNON HOLLAND
DOROTHY LOUISE RUSSELL
JODY LEE HARLESS
THOMAS EUGENE ANDERSON JR
ARLEDA JEAN FRALEY
ROGER EUDELL HARPER
JERRY WARREN MORGAN
SIDNEY EARL BAUER JR
GERALD K DEAN
SHELVA DEAN CARUTHERS.

FINAL SETTLEMENT

DOROTHY LOUISE RUSSELL
SIDNEY EARL BAUER III.

ANNUAL ACCOUNTING

DARLENA SUE PRICE.

FIDUCIARY COMMISSIONER ORDER

PAUL ALLEN FREEMAN.

APPLICATION FOR CORRECTION OF ERRONEOUS ASSESSMENT

SAYRE CHARLES E	ACCT: 01500469
SHIRLEY HAROLD & ANGELA	ACCT: 00110461
FISHBAUGH SETH & KYLA	ACCT: 22001956
CLEMONS VERNON & VALNITA	ACCT: 06043738
LEGG DEBORAH	ACCT: 06152254
TILLIS WILLIAM	ACCT: 06141891
MEEKS LESLIE	ACCT: 06816608
MEEKS LESLIE	ACCT: 06165955
MEEKS LESLIE	ACCT: 06165955
MEEKS LESLIE	ACCT: 06165955
MEEKS LESLIE	ACCT: 06816608
MEEKS LESLIE	ACCT: 06816608

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CASTO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 7393D-99

Commission Meeting July 8, 2025

NITZ ANNETTE (NOW GAGE SMITH)	ACCT: 06704505
KOPP PAUL	ACCT: 06134337
ROGER HEIB	ACCT: 06143318
HATFIELD ERMA ET AL	ACCT: 06196036
CHAPMAN ALICE	ACCT: 06045932
HATFIELD ERMA ET AL	ACCT: 06196063
HATFIELD ERMA ET AL	ACCT: 06196063
BILLINGS JOSH & JARED	ACCT: 06139525
LEACH WORTHY	ACCT: 06125999
DEWEESE MARCELLA	ACCT: 06065214
SHAMBLIN EDWARD	ACCT: 06012664
MCCORMICK TRACY	ACCT: 06147920
LARRY & MARKEETA	ACCT: 06189331
CORNS DAVID & UN KYUNG	ACCT: 06085853
THAXTON MICHAEL & ANGELA	ACCT: 13394417
STEWART JUDITH	ACCT: 00135853
SNOWDEN HARRY D & MATTHEW	ACCT: 00199365
DIEHL TIMOTHY A & TRACY D	ACCT: 00672180
SAYRE CHARLES E	ACCT: 01500469
YOUNG CHARLES W	ACCT: 00132710
SPENCER CHERYL ET AL	ACCT: 06138477
SPENCER CHERYL ET AL	ACCT: 06138486
PELLETIER ALISON	ACCT: 06120912
BILLINGS JOSH	ACCT: 06139528
ZERKLE JEANETTE	ACCT: 06066749
SAYRE CHARLES E	ACCT: 01500469
SAYRE CHARLES E	ACCT: 01500469
SAYRE CHARLES E	ACCT: 01500469

ORDERS—Mason County Commission, W. Va.

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JUL 24 2025

CASTO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 7393D-99

Upon motion by Handley and unanimous agreement, this meeting was
adjourned.



RICK HANDLEY, PRESIDENT

SAM NIBERT, COMMISSIONER

CHRIS JOHNSON, COMMISSIONER

DIANA N. CROMLEY, CLERK