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09/04/24

## Corp. of Harpers Ferry

## Check Detail

August 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check		08/05/2024	Greenridge Contract...		Water Rev Renewal ...		-12,292.73
Bill	102941...	07/15/2024			636 · Contracted Servi...	-4,478.75	4,478.75
Bill	102941...	07/17/2024			636 · Contracted Servi...	-7,813.98	7,813.98
TOTAL						-12,292.73	12,292.73
Bill Pmt -Check	Ach	08/08/2024	Fuelman		Water Fund Checking		-640.25
Bill	NP669...	08/05/2024			650.8 · Auto & Transp...	-640.25	640.25
TOTAL						-640.25	640.25
Bill Pmt -Check	ACH	08/07/2024	Fuelman		001 General Fund Ac...		-233.49
Bill	NP669...	08/05/2024			Auto Supplies (Gas & ...	-233.49	233.49
TOTAL						-233.49	233.49
Check	ACH	08/13/2024	United Rentals		001 General Fund Ac...		-868.90
					001.402 · Economic D...	-800.00	800.00
					Materials & Supplies Pa	-68.90	68.90
TOTAL						-868.90	868.90
Bill Pmt -Check	ACH	08/19/2024	ENCOVA Insurance		Water Fund Checking		-331.80
Bill	368252...	08/18/2024			Insurance and Bonds	-89.58	298.62
					Property Ins and Bond...	-119.45	398.16
					Group Ins. St	-23.23	77.42
					656.8 · Ins-Property,Li...	-99.54	331.80
TOTAL						-331.80	1,106.00
Bill Pmt -Check	ACH	08/19/2024	ENCOVA Insurance		001 General Fund Ac...		-774.20
Bill	368252...	08/18/2024			Insurance and Bonds	-209.04	298.62
					Property Ins and Bond...	-278.71	398.16
					Group Ins. St	-54.19	77.42
					656.8 · Ins-Property,Li...	-232.26	331.80
TOTAL						-774.20	1,106.00
Bill Pmt -Check	ACH	08/19/2024	Potomac Edison		001 General Fund Ac...		-181.96
Bill	110081...	08/07/2024			Utilities-P	-181.96	181.96
TOTAL						-181.96	181.96
Bill Pmt -Check	ACH	08/19/2024	Potomac Edison		001 General Fund Ac...		-192.94
Bill	110081...	08/07/2024			Utilities C	-192.94	192.94
TOTAL						-192.94	192.94
Bill Pmt -Check	ACH	08/19/2024	Potomac Edison		Water Fund Checking		-21.93
Bill	110081...	08/07/2024			615.3 · Utilities W	-21.93	21.93
TOTAL						-21.93	21.93
Bill Pmt -Check	ACH	08/19/2024	Potomac Edison		001 General Fund Ac...		-209.22
Bill	110081...	08/07/2024			Utilities C	-209.22	209.22
TOTAL						-209.22	209.22

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August 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	ACH	08/19/2024	Potomac Edison		001 General Fund Ac...		-1,356.11
Bill	110084...	08/05/2024			Utilities SI	-1,356.11	1,356.11
TOTAL						-1,356.11	1,356.11
Bill Pmt -Check	ACH	08/19/2024	Potomac Edison		001 General Fund Ac...		-35.58
Bill	110119...	08/08/2024			Utilities SI	-35.58	35.58
TOTAL						-35.58	35.58
Bill Pmt -Check	ACH	08/19/2024	Potomac Edison		001 General Fund Ac...		-15.19
Bill	110086...	08/08/2024			Utilities Pa	-15.19	15.19
TOTAL						-15.19	15.19
Bill Pmt -Check	ACH	08/19/2024	Potomac Edison		001 General Fund Ac...		-23.89
Bill	110147...	08/07/2024			Utilities C	-23.89	23.89
TOTAL						-23.89	23.89
Bill Pmt -Check	ACH	08/20/2024	Potomac Edison		Water Fund Checking		-16.63
Bill	110158...	08/07/2024			615.3 · Utilities W	-16.63	16.63
TOTAL						-16.63	16.63
Bill Pmt -Check	ACH	08/20/2024	Potomac Edison		Water Fund Checking		-2,734.46
Bill	110083...	08/07/2024			615.3 · Utilities W	-2,734.46	2,734.46
TOTAL						-2,734.46	2,734.46
Check	eft	08/01/2024	West Virginia Munici...		Water Fund Checking		-1,953.00
					USDA Reserve	-1,953.00	1,953.00
TOTAL						-1,953.00	1,953.00
Check	eft	08/07/2024	PEIA		Harpers Ferry Payrol...		-340.00
					OPEB - General	-34.00	34.00
					246P · OPEB - Police	-102.00	102.00
					OPEB - Water	-170.00	170.00
					Employee Benefits	-34.00	34.00
TOTAL						-340.00	340.00
Check	eft	08/11/2024	USDA		Water Fund Checking		-19,530.00
					428 · USDA 2021 - Bo...	-19,530.00	19,530.00
TOTAL						-19,530.00	19,530.00
Check	EFT	08/05/2024	US BANK		001 General Fund Ac...		-8,404.83
					P-Card	-2,800.00	2,800.00
					P-Card	-2,800.00	2,800.00
					P-Card	-2,804.83	2,804.83
TOTAL						-8,404.83	8,404.83

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## Corp. of Harpers Ferry

## Check Detail

August 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	EFT	08/06/2024	State of WV		General Court Fund		-316.00
					WV, Friendship	-316.00	316.00
TOTAL						-316.00	316.00
Check	EFT	08/07/2024	PEIA		Harpers Ferry Payrol...		-10,675.80
					PEIA/Workers Comp-P	-4,537.94	4,537.94
					605.8 · Employee PEI...	-3,287.90	3,287.90
					Family Portion PEIA	-671.00	671.00
					Family Portion PEIA	-813.00	813.00
					Group Ins. T	-682.98	682.98
					Health Insurance CC	-682.98	682.98
TOTAL						-10,675.80	10,675.80
Check	EFT	08/07/2024	Fuelman		001 General Fund Ac...		-1,565.40
					Auto Supplies and Fu...	-1,565.40	1,565.40
TOTAL						-1,565.40	1,565.40
Check	333	08/22/2024	Appalachian Chamb...		Hotel Motel Tax		-2,800.00
					906 · Arts & Humaniti...	-2,800.00	2,800.00
TOTAL						-2,800.00	2,800.00
Check	1464	08/21/2024	Bethsy Luquingan		HF Water Works Esc...		-50.00
					Water Security Depos...	-50.00	50.00
TOTAL						-50.00	50.00
Check	2953	08/01/2024	Steve Groh		General Court Fund		-225.00
					Contracted Services-P	-225.00	225.00
TOTAL						-225.00	225.00
Check	2954	08/01/2024	Nancy Dalby		General Court Fund		-375.00
					Contracted Services-P	-375.00	375.00
TOTAL						-375.00	375.00
Bill Pmt -Check	15068	08/01/2024	USA Bluebook		Water Fund Checking		-331.74
Bill	439642	08/01/2024			620.8PM · Plant Maint...	-280.79	280.79
					334.0 Maintenance of ...	-50.95	50.95
TOTAL						-331.74	331.74
Bill Pmt -Check	15069	08/02/2024	Harpers Ferry Water ...		Water Fund Checking		-31.19
Bill	000100...	08/01/2024			615.3 · Utilities W	-31.19	31.19
TOTAL						-31.19	31.19
Bill Pmt -Check	15070	08/05/2024	Greenridge Contract...		Water Fund Checking		-4,046.00
Bill	102941...	07/07/2024			636 · Contracted Servi...	-4,046.00	4,046.00
TOTAL						-4,046.00	4,046.00

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## Corp. of Harpers Ferry

## Check Detail

August 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	15071	08/05/2024	Greenridge Contract...		Water Fund Checking		-7,919.79
Bill	102941...	07/15/2024			636 · Contracted Servi...	-7,919.79	7,919.79
TOTAL						-7,919.79	7,919.79
Bill Pmt -Check	15072	08/12/2024	Dodson Septic Tank ...		Water Fund Checking		-475.00
Bill	AUG 2...	08/06/2024			631.4PM · Plant Maint...	-475.00	475.00
TOTAL						-475.00	475.00
Check	15074	08/08/2024	Don Crone		Water Fund Checking		-78.01
			Don Crone_c		141 Accounts Receiva...	-78.01	78.01
TOTAL						-78.01	78.01
Check	15075	08/19/2024	Fringe Benefits Man...		Water Fund Checking		-325.54
					24000 · Payroll Liabilit...	-325.54	325.54
TOTAL						-325.54	325.54
Bill Pmt -Check	15076	08/19/2024	Gwin Dobson & Fore...		Water Fund Checking		-2,861.94
Bill	90177	07/31/2024			Construction in Progr...	-2,861.94	2,861.94
TOTAL						-2,861.94	2,861.94
Bill Pmt -Check	15077	08/19/2024	Law Office of Hoy S...		Water Fund Checking		-1,182.50
Bill	4546	08/01/2024			Construction in Progr...	-1,182.50	1,182.50
TOTAL						-1,182.50	1,182.50
Bill Pmt -Check	15078	08/19/2024	CoxHollidayoung PL...		Water Fund Checking		-396.62
Bill	33487W	07/31/2024			620.8 · Office Supplie...	-63.33	63.33
					631.1 · Prof Services-...	-333.29	333.29
TOTAL						-396.62	396.62
Bill Pmt -Check	15079	08/19/2024	Jefferson Publishing...		Water Fund Checking		-212.50
Bill	67669	07/17/2024			660.8 · Advertising & ...	-212.50	212.50
TOTAL						-212.50	212.50
Bill Pmt -Check	15080	08/19/2024	Miss Utility		Water Fund Checking		-7.70
Bill	WV24-...	08/08/2024			660.8 · Advertising & ...	-7.70	7.70
TOTAL						-7.70	7.70
Check	15081	08/19/2024	H&H Technologies		Water Fund Checking		-2,730.00
					631.4PM · Plant Maint...	-2,580.00	2,580.00
					631.4PM · Plant Maint...	-150.00	150.00
TOTAL						-2,730.00	2,730.00
Bill Pmt -Check	15082	08/20/2024	Pace Analytical		Water Fund Checking		-364.60
Bill	243054...	08/09/2024			631.3 · Lab Services	-171.10	171.10
Bill	243054...	08/14/2024			631.3 · Lab Services	-193.50	193.50
TOTAL						-364.60	364.60



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## Corp. of Harpers Ferry

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August 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	15083	08/21/2024	Pace Analytical		Water Fund Checking		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	15084	08/21/2024	Dennis Sales and Se...		Water Fund Checking		-171.71
Bill	24-4814	07/30/2024			631.4PM · Plant Maint...	-171.71	171.71
TOTAL						-171.71	171.71
Bill Pmt -Check	15085	08/21/2024	Pace Analytical		Water Fund Checking		-666.20
Bill	243054...	08/16/2024			631.3 · Lab Services	-205.20	205.20
Bill	243054...	08/17/2024			631.3 · Lab Services	-461.00	461.00
TOTAL						-666.20	666.20
Check	15086	08/27/2024	H&H Technologies		Water Fund Checking		-3,052.50
					631.4PM · Plant Maint...	-2,902.50	2,902.50
					631.4PM · Plant Maint...	-150.00	150.00
TOTAL						-3,052.50	3,052.50
Bill Pmt -Check	15087	08/27/2024	Advantage Technolo...		Water Fund Checking		-316.42
Bill	81534	07/31/2024			Contracted Services C	-105.48	316.41
					Contracted Services-P	-105.47	316.42
					620.8 · Office Supplie...	-105.47	316.42
TOTAL						-316.42	949.25
Bill Pmt -Check	16590	08/02/2024	Harpers Ferry Water ...		001 General Fund Ac...		-352.41
Bill	000350...	08/01/2024			Utilities Pa	-50.05	50.05
Bill	000200...	08/01/2024			Utilities St	-240.00	240.00
Bill	000100...	08/01/2024			Utilities-P	-31.18	31.18
					Utilities C	-31.18	31.18
TOTAL						-352.41	352.41
Bill Pmt -Check	16591	08/01/2024	Sunbelt Rentals		001 General Fund Ac...		-334.12
Bill	154501...	07/15/2024			Bldg. & Equip-Rents	-334.12	334.12
TOTAL						-334.12	334.12
Bill Pmt -Check	16592	08/05/2024	Sunbelt Rentals		001 General Fund Ac...		-977.00
Bill	156500...	07/26/2024			Bldg. & Equip-Rents	-977.00	977.00
TOTAL						-977.00	977.00
Bill Pmt -Check	16593	08/05/2024	Shenandoah Air Con...		001 General Fund Ac...		-4,635.58
Bill	579501...	08/01/2024			Maint & Repairs to Bld...	-4,635.58	4,635.58
TOTAL						-4,635.58	4,635.58
Check	16594	08/05/2024	Bolivar/HF Public Li...		001 General Fund Ac...		-4,500.00
					916 · Library	-4,500.00	4,500.00
TOTAL						-4,500.00	4,500.00

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## Corp. of Harpers Ferry

## Check Detail

August 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	16595	08/08/2024	Michael Armentrout		001 General Fund Ac...		-65.88
					Auto Supplies and Fu...	-65.88	65.88
TOTAL						-65.88	65.88
Check	16596	08/08/2024	Daniel Ruffner Jr		001 General Fund Ac...		-65.00
					Auto Supplies and Fu...	-65.00	65.00
TOTAL						-65.00	65.00
Bill Pmt -Check	16597	08/08/2024	Rentals Unlimited, Inc		001 General Fund Ac...		-924.00
Bill	248510...	08/06/2024			Bldg. & Equip-Rents	-924.00	924.00
TOTAL						-924.00	924.00
Check	16598	08/19/2024	Fuelman		001 General Fund Ac...		0.00
TOTAL						0.00	0.00
Check	16599	08/19/2024	Edward and/or Linda...		001 General Fund Ac...		-5.00
					342.2 Parking Fine Re...	-5.00	5.00
TOTAL						-5.00	5.00
Check	16600	08/19/2024	Fringe Benefits Man...		001 General Fund Ac...		-429.96
					24000 · Payroll Liabilit...	-207.38	207.38
					24000 · Payroll Liabilit...	-222.58	222.58
TOTAL						-429.96	429.96
Bill Pmt -Check	16601	08/19/2024	CARS		001 General Fund Ac...		-116.50
Bill	2024-2...	08/06/2024			Maintenance and Rep...	-116.50	116.50
TOTAL						-116.50	116.50
Bill Pmt -Check	16602	08/19/2024	Kent Parsons Ford, I...		001 General Fund Ac...		-83.47
Bill	63084	07/31/2024			Maintenance and Rep...	-83.47	83.47
TOTAL						-83.47	83.47
Bill Pmt -Check	16603	08/19/2024	CoxHollidayoung PL...		001 General Fund Ac...		-794.26
Bill	33487	07/31/2024			Office Supplies and M...	-63.33	63.33
					341 G · Materials & S...	-63.34	63.34
					Professional Services C	-667.59	667.59
TOTAL						-794.26	794.26
Check	16604	08/19/2024	John Brown		001 General Fund Ac...		-59.01
					Auto Supplies and Fu...	-59.01	59.01
TOTAL						-59.01	59.01
Bill Pmt -Check	16605	08/20/2024	Jeff Co. Solid Waste ...		001 General Fund Ac...		-5.28
Bill	6875	07/31/2024			Utilities St	-5.28	5.28
TOTAL						-5.28	5.28

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## Corp. of Harpers Ferry

## Check Detail

August 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	16606	08/21/2024	Donald Smith		001 General Fund Ac...		-1.12
					342.2 Parking Fine Re...	-1.12	1.12
TOTAL						-1.12	1.12
Bill Pmt -Check	16607	08/21/2024	Rentals Unlimited, Inc		001 General Fund Ac...		-231.00
Bill	245840...	08/21/2024			Bldg. & Equip-Rents	-231.00	231.00
TOTAL						-231.00	231.00
Bill Pmt -Check	16608	08/21/2024	Sunbelt Rentals		001 General Fund Ac...		-956.00
Bill	115650...	08/21/2024			Bldg. & Equip-Rents	-956.00	956.00
TOTAL						-956.00	956.00
Bill Pmt -Check	16609	08/27/2024	Advantage Technolo...		001 General Fund Ac...		-632.83
Bill	81534	07/31/2024			Contracted Services C	-210.93	316.41
					Contracted Services-P	-210.95	316.42
					620.8 · Office Supplie...	-210.95	316.42
TOTAL						-632.83	949.25
Bill Pmt -Check	16610	08/27/2024	Todd Electric		001 General Fund Ac...		-231.00
Bill	35928	08/27/2024			Maint & Repairs to Bld...	-231.00	231.00
TOTAL						-231.00	231.00
Check	16611	08/27/2024	Modern Renovation ...		001 General Fund Ac...		-16.50
					325 · Licenses	-16.50	16.50
TOTAL						-16.50	16.50

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Accrual Basis

# Corp. of Harpers Ferry Profit & Loss Detail (General, Excluding Water & Coal)

July 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
<b>General</b>									
<b>301-01 - Property Tax Current Year</b>									
Deposit	07/01/2024	11647	Sheriff of Jefferson Co.	June 2024 coll...	General		001 General Fu...	213.96	213.96
Deposit	07/01/2024	11655	Sheriff of Jefferson Co.	June 2024 Coll...	General		001 General Fu...	1,536.17	1,750.13
Total 301-01 - Property Tax Current Year								1,750.13	1,750.13
<b>304 - Excise Tax on Utilities</b>									
Deposit	07/11/2024		State of WV	may collections	General		001 General Fu...	9.62	9.62
Deposit	07/30/2024		State of WV_c	July 2024 colle...	General		001 General Fu...	0.67	10.29
Total 304 - Excise Tax on Utilities								10.29	10.29
<b>305 - Business and Occupation Tax</b>									
Deposit	07/01/2024		Merry Maids	FY 2024 Q4 B...	General		002 WVGOPAY...	54.33	54.33
Deposit	07/02/2024		M.E. Flow	FY 2024 Q3 B...	General		002 WVGOPAY...	17.45	71.78
Deposit	07/02/2024		M.E. Flow	FY 2024 Q2 B...	General		002 WVGOPAY...	74.73	146.51
Deposit	07/02/2024		M.E. Flow	FY 2024 Q1 B...	General		002 WVGOPAY...	191.39	337.90
Deposit	07/02/2024		Ericcson, Inc	FY 2024 Q2 B...	General		002 WVGOPAY...	19.31	357.21
Deposit	07/09/2024	1084	Village Shop (The)	FY 2024 Q4 B...	General		001 General Fu...	194.40	551.61
Deposit	07/09/2024		Terrace Parking	FY 2024 Q4 B...	General		001 General Fu...	3.30	554.91
Deposit	07/09/2024	5747	In House Inc	FY 2024 Q4 B...	General		001 General Fu...	31.30	586.21
Deposit	07/09/2024	2458	William B. Wheatly B...	FY 2024 Q1, 2...	General		001 General Fu...	106.00	692.21
Deposit	07/09/2024	333	Carrot Top Cottage	FY 2204 Q4 B...	General		001 General Fu...	268.97	961.18
Deposit	07/09/2024	332	Harpers Ferry Guest ...	FY 2024 Q4 B...	General		001 General Fu...	438.66	1,399.84
Deposit	07/09/2024	209	Rockhaven Propertie...	FY 2024 Q4 B...	General		001 General Fu...	9.57	1,409.41
Deposit	07/09/2024	1366	Rockhaven Services	FY 2024 Q4 B...	General		001 General Fu...	259.86	1,669.27
Deposit	07/09/2024	2908	Charles Carter Countr...	FY 2024 Q4 B...	General		001 General Fu...	9.27	1,678.54
Deposit	07/09/2024	6673	Angler's Inn (The)	FY 2024 Q4 B...	General		001 General Fu...	49.66	1,728.20
Deposit	07/09/2024	1219	Tek Advisors LLC	FY 2024 Q4 B...	General		001 General Fu...	54.37	1,782.57
Deposit	07/09/2024	403686	Schenck Foods	FY 2024 Q4 B...	General		001 General Fu...	185.97	1,968.54
Deposit	07/09/2024	1352	Mark W Rakes Jr Car...	FY 2024 Q4 B...	General		001 General Fu...	1,338.31	3,306.85
Deposit	07/09/2024	11104	B & G Painting LLC	FY 2024 Q4 B...	General		001 General Fu...	39.20	3,346.05
Deposit	07/09/2024	58902	Loudoun Valley Roofi...	FY 2024 Q4 B...	General		001 General Fu...	270.92	3,616.97
Deposit	07/09/2024	1171	Rental - Wheelless/Cr...	FY 2024 Q4 B...	General		001 General Fu...	18.00	3,634.97
Deposit	07/09/2024	3394	Blue Maple LLC	FY 2024 Q4 B...	General		001 General Fu...	61.84	3,696.81
Deposit	07/09/2024	8647	Global Environmental...	FY 2024 Q4 B...	General		001 General Fu...	11.66	3,708.47
Deposit	07/09/2024	494	Tessoterica	FY 2024 Q4 B...	General		001 General Fu...	76.00	3,784.47
Deposit	07/12/2024		Sysco Food Services ...	FY 2024 Q4 B...	General		002 WVGOPAY...	314.40	4,098.87
Deposit	07/15/2024	275	Lily Garden at Camp ...	FY 2024 Q4 B...	General		001 General Fu...	153.68	4,252.55
Deposit	07/15/2024	1271	DGE, LLC	FY 2024 Q4 B...	General		001 General Fu...	39.00	4,291.55
Deposit	07/15/2024	4659	Hodge Podge	FY 2024 Q4 B...	General		001 General Fu...	27.22	4,318.77
Deposit	07/15/2024	11251	Antietam Tree Servic...	FY 2024 Q4 B...	General		001 General Fu...	30.36	4,349.13
Deposit	07/15/2024	2156	Comstock Plumbing	FY 2024 Q4 B...	General		001 General Fu...	36.28	4,385.41
Deposit	07/15/2024	1176	Machrie Management...	FY 2024 Q3, Q...	General		001 General Fu...	309.42	4,694.83
Deposit	07/16/2024		Community Markets	FY 2024 Q4 B...	General		002 WVGOPAY...	23.58	4,718.41
Deposit	07/17/2024		Long Fence & Home, ...	FY 2024 Q1 B...	General		002 WVGOPAY...	1,750.40	6,468.81
Deposit	07/17/2024		Long Fence & Home, ...	FY 2024 Q2 B...	General		002 WVGOPAY...	1,741.46	8,210.27
Deposit	07/17/2024		Long Fence & Home, ...	FY 2024 Q3 B...	General		002 WVGOPAY...	2,961.43	11,171.70
Deposit	07/17/2024		Long Fence & Home, ...	FY 2024 Q4 B...	General		002 WVGOPAY...	1,847.00	13,018.70
Deposit	07/19/2024	3341	Vintage Lady (The)	FY 2024 Q4 B...	General		001 General Fu...	332.40	13,351.10
Deposit	07/19/2024	109	ZCorps	FY 2024 Q1, 2...	General		001 General Fu...	288.00	13,639.10
Deposit	07/19/2024	2027452	Blossman Propane G...	FY 2024 Q4 B...	General		001 General Fu...	66.15	13,705.25
Deposit	07/19/2024	37108...	Ericcson, Inc	FY 2024 Q4 B...	General		001 General Fu...	94.32	13,799.57
Deposit	07/19/2024	29027	Surebets Services, Inc.	FY 2024 Q4 B...	General		001 General Fu...	1.59	13,801.16
Deposit	07/19/2024	1053	La Soledad Guest Ho...	FY 2024 Q4 B...	General		001 General Fu...	150.21	13,951.37
Deposit	07/19/2024	1146	Trouville	FY 2024 Q4 B...	General		001 General Fu...	139.10	14,090.47
Deposit	07/23/2024	2594	Battle Ground Bakery...	FY 2024 Q4 B...	General		001 General Fu...	792.74	14,883.21
Deposit	07/23/2024	1688	Top Priority Lawn Care	FY 2024 Q4 B...	General		001 General Fu...	47.08	14,930.29
Deposit	07/23/2024	15990...	Comcast of CA/MD/P...	FY 2024 Q4 B...	General		001 General Fu...	833.46	15,763.75
Deposit	07/23/2024	15990...	Comcast Broadband ...	FY 2024 Q4 B...	General		001 General Fu...	6.13	15,769.88
Deposit	07/23/2024	4133	Crestar Realty	FY 2024 Q4 B...	General		001 General Fu...	63.25	15,833.13
Deposit	07/23/2024	79036	AC & T Co., Inc.	FY 2024 Q4 B...	General		001 General Fu...	13.28	15,846.41
Deposit	07/23/2024	170	Hillside Hideaway	FY 2024 Q4 B...	General		001 General Fu...	60.10	15,906.51
Deposit	07/23/2024	172	Lavender Farm	FY 2024 Q4 B...	General		001 General Fu...	2.50	15,909.01
Deposit	07/23/2024	4153	Builder Services Group	FY 2024 Q4 B...	General		001 General Fu...	506.22	16,415.23
Deposit	07/25/2024	2510	Valley Energy Compa...	FY 2024 Q4 B...	General		001 General Fu...	8.86	16,424.09
Deposit	07/25/2024	21782	Long & Foster Real E...	FY 2024 Q4 B...	General		001 General Fu...	345.47	16,769.56
Deposit	07/25/2024	2316	Shenandoah Air Con...	FY 2024 Q4 B...	General		001 General Fu...	1,486.30	18,255.86
Deposit	07/25/2024	2438	GordonDC	FY 2024 Q4 B...	General		001 General Fu...	179.39	18,435.25
Deposit	07/25/2024	242399	PELLA MidAtlantic	FY 2024 Q4 B...	General		001 General Fu...	321.49	18,756.74
Deposit	07/29/2024	6483	Hillside Child Care	FY 2024 Q4 B...	General		001 General Fu...	682.49	19,439.23
Deposit	07/29/2024	1940	Bolivar Bread Bakery,...	FY 2024 Q4 B...	General		001 General Fu...	935.73	20,374.96
Deposit	07/30/2024	1017	Spy House, LLC	FY 2024 Q4 B...	General		001 General Fu...	83.72	20,458.68
Deposit	07/30/2024	2187	Cherry Tree Lodging	FY 2024 Q4 B...	General		001 General Fu...	33.22	20,491.90
Deposit	07/30/2024	83570...	US Foods	FY 2024 Q4 B...	General		001 General Fu...	137.87	20,629.77
Deposit	07/30/2024	125060	Home Paramount Pe...	FY 2024 Q4 B...	General		001 General Fu...	207.80	20,837.57
Deposit	07/30/2024	3004594	Reddy Ice	FY 2204 Q4 B...	General		001 General Fu...	16.27	20,853.84
Deposit	07/30/2024	97857	Thompson Gas & Ele...	FY 2024 Q4 B...	General		001 General Fu...	404.63	21,258.47
Deposit	07/30/2024	1563	Mary Adams Jewelry	FY 2024 Q4 B...	General		001 General Fu...	445.77	21,704.24
Deposit	07/30/2024	128	Dave Kardok	FY 2024 Q4 B...	General		001 General Fu...	449.77	22,154.01
Deposit	07/30/2024	25502	Home Depot	FY 2024 Q4 B...	General		001 General Fu...	89.36	22,243.37
Deposit	07/30/2024	7101860	USB Leasing LT	FY 2024 Q4 B...	General		001 General Fu...	33.20	22,276.57
Deposit	07/30/2024	1226	Appalachian Chambe...	FY 2024 Q4 B...	General		001 General Fu...	58.75	22,335.32
Deposit	07/30/2024	83582...	Amerigas Propane LP	FY 2024 Q4 B...	General		001 General Fu...	64.62	22,399.94
Deposit	07/30/2024	1627	Cornerstone Lawn Se...	FY 2024 Q4 B...	General		001 General Fu...	1,571.67	23,971.61
Deposit	07/30/2024	33328	CWP Contracting LLC	FY 2024 Q4 B...	General		001 General Fu...	3.82	23,975.43
Deposit	07/30/2024	1502	Armory House	FY 2024 Q4 B...	General		001 General Fu...	29.00	24,004.43
Deposit	07/30/2024	18955	Kable Excavating, LLC	FY 2024 Q4 B...	General		001 General Fu...	837.48	24,841.91
Deposit	07/30/2024	10567...	Coca-Cola	FY 2024 Q4 B...	General		001 General Fu...	69.20	24,911.11

# Corp. of Harpers Ferry

## Profit & Loss Detail (General, Excluding Water & Coal)

July 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Deposit	07/30/2024		Ericcson, Inc	FY 2024 Q4 B...	General		002 WVGOPAY...	25.58	24,936.69
Deposit	07/31/2024	1042	Deborah Fleming - R...	FY 2024 Q4 B...	General		001 General Fu...	123.60	25,060.29
Deposit	07/31/2024	1631	Interpretive Direction ...	FY 2024 Q4 B...	General		001 General Fu...	61.00	25,121.29
Deposit	07/31/2024	890	Sandy's Domestic Se...	FY 2024 Q4 B...	General		001 General Fu...	18.52	25,139.81
Deposit	07/31/2024	5204	Coach House Grill n ...	FY 2024 Q4 B...	General		001 General Fu...	1,992.50	27,132.31
Deposit	07/31/2024	5206	Coach House Grill n ...	FY 2024 Q3 B...	General		001 General Fu...	317.30	27,449.61
Deposit	07/31/2024	5205	Coach House Grill n ...	FY 2024 Q2 B...	General		001 General Fu...	1,427.28	28,876.89
Deposit	07/31/2024	5203	Coach House Grill n ...	FY 2024 Q1 B...	General		001 General Fu...	2,081.03	30,957.92
Deposit	07/31/2024	8815	Coffee Mill (The)	FY 2024 Q4 B...	General		001 General Fu...	645.11	31,603.03
Deposit	07/31/2024	8814	Coffee Mill (The)	FY 2024 Q2 B...	General		001 General Fu...	452.53	32,055.56
Deposit	07/31/2024	8816	Coffee Mill (The)	FY 2024 Q1 B...	General		001 General Fu...	665.21	32,720.77
Total 305 · Business and Occupation Tax								32,720.77	32,720.77
<b>306 · Liquor &amp; Wine Tax</b>									
Deposit	07/22/2024		State of WV	July 2024 Win...	General		001 General Fu...	3,058.33	3,058.33
Total 306 · Liquor & Wine Tax								3,058.33	3,058.33
<b>308 · Hotel Motel</b>									
Deposit	07/09/2024	3395	Blue Maple LLC	FY 2024 Q4 R...	Hotel Occ ...		Hotel Motel Tax	309.21	309.21
Deposit	07/09/2024	1367	Rockhaven Services	FY 2024 Q4 R...	Hotel Occ ...		Hotel Motel Tax	129.75	438.96
Deposit	07/09/2024	334	Harpers Ferry Guest ...	FY 2024 Q4 R...	Hotel Occ ...		Hotel Motel Tax	1,585.47	2,024.43
Deposit	07/09/2024	335	Carrot Top Cottage	FY 2024 Q4 R...	Hotel Occ ...		Hotel Motel Tax	545.02	2,569.45
Deposit	07/15/2024	274	Lily Garden at Camp ...	FY 2024 Q4 R...	Hotel Occ ...		Hotel Motel Tax	300.16	2,869.61
Deposit	07/16/2024	3308446	Expedia.com	FY 2024 Q4 R...	Hotel Occ ...		Hotel Motel Tax	1,531.81	4,401.42
Deposit	07/16/2024	3310842	HomeAway	FY 2024 Q4 R...	Hotel Occ ...		Hotel Motel Tax	2,573.85	6,975.27
Deposit	07/16/2024	2203589	AirBNB	FY 2024 Q4 R...	Hotel Occ ...		Hotel Motel Tax	2,231.56	9,206.83
Deposit	07/31/2024	1041	Deborah Fleming - R...	FY 2024 Q4 R...	Hotel Occ ...		Hotel Motel Tax	618.00	9,824.83
Total 308 · Hotel Motel								9,824.83	9,824.83
<b>314 · Sales Tax Revenue</b>									
Deposit	07/24/2024		State of WV	April- June 202...	General		001 General Fu...	77,168.18	77,168.18
Total 314 · Sales Tax Revenue								77,168.18	77,168.18
<b>320 · Fines, Fees &amp; Court Cost</b>									
Deposit	07/08/2024			Tickets	Police		002 WVGOPAY...	350.00	350.00
Deposit	07/12/2024			Tickets	Police		002 WVGOPAY...	175.00	525.00
Deposit	07/17/2024			Tickets	Police		002 WVGOPAY...	350.00	875.00
Deposit	07/18/2024			Tickets	Police		002 WVGOPAY...	75.00	950.00
Total 320 · Fines, Fees & Court Cost								950.00	950.00
<b>320_399 · Police Department Rev Sources</b>									
<b>380 P · Interest</b>									
Deposit	07/31/2024			Interest	Police		HF/Bolivar Drug...	0.64	0.64
Deposit	07/31/2024			Interest	Police		Police Equipt R...	3.87	4.51
Total 380 P · Interest								4.51	4.51
<b>389 · Accident report</b>									
Deposit	07/30/2024			Accident Repo...	Police		General Court F...	105.00	105.00
Deposit	07/30/2024			Accident Report	Police		General Court F...	35.00	140.00
Total 389 · Accident report								140.00	140.00
Total 320_399 · Police Department Rev Sources								144.51	144.51
<b>325 · Licenses</b>									
Deposit	07/01/2024	259	Potomac Adventure - ...	FY 2025 Busin...	General		001 General Fu...	15.00	15.00
Deposit	07/01/2024	5075	Funk Electrical Servic...	FY 2025 Busin...	General		001 General Fu...	25.00	40.00
Deposit	07/01/2024	37801	ReMax Real Estate G...	FY 2025 Busin...	General		001 General Fu...	15.00	55.00
Deposit	07/01/2024	6672	Angler's Inn (The)	FY 2025 Busin...	General		001 General Fu...	15.00	70.00
Deposit	07/01/2024		Long Fence & Home, ...	FY 2025 Busin...	General		002 WVGOPAY...	25.00	95.00
Deposit	07/02/2024	2451	Outfitter at Harpers F...	FY 2025 Busin...	General		001 General Fu...	15.00	110.00
Deposit	07/02/2024	20399	Apple Valley Waste	FY 2025 Busin...	General		001 General Fu...	15.00	125.00
Deposit	07/02/2024	6004279	L&W Supply Corporat...	FY 2025 Busin...	General		001 General Fu...	15.00	140.00
Deposit	07/02/2024	19750	Long & Foster Real E...	FY 2025 Busin...	General		001 General Fu...	15.00	155.00
Deposit	07/02/2024		More than Just Tacos	FY 2025 Busin...	General		001 General Fu...	15.00	170.00
Deposit	07/09/2024	83369...	US Foods	FY 2025 Busin...	General		001 General Fu...	25.00	195.00
Deposit	07/09/2024	1270	DGE, LLC	FY 2025 Busin...	General		001 General Fu...	25.00	220.00
Deposit	07/09/2024	10254	Russell Roofing Com...	FY 2025 Busin...	General		001 General Fu...	25.00	245.00
Deposit	07/09/2024	13880	George Smalley Cont...	FY 2025 Busin...	General		001 General Fu...	25.00	270.00
Deposit	07/09/2024	124749	Home Paramount	FY 2025 Busin...	General		001 General Fu...	25.00	295.00
Deposit	07/09/2024	4493245	Amerigas Propane LP	FY 2025 Busin...	General		001 General Fu...	15.00	310.00
Deposit	07/09/2024	83365...	Kelly Services Global...	FY 2025 Busin...	General		001 General Fu...	25.00	335.00
Deposit	07/09/2024	3003616	Reddy Ice	FY 2025 Busin...	General		001 General Fu...	25.00	360.00
Deposit	07/09/2024	1170	Rental - Wheelless/Cr...	FY 2025 Busin...	General		001 General Fu...	15.00	375.00
Deposit	07/09/2024		Terrace Parking	FY 2025 Busin...	General		001 General Fu...	15.00	390.00
Deposit	07/09/2024		Kamstarr	FY 2025 Busin...	General		001 General Fu...	15.00	405.00
Deposit	07/11/2024	743593	Fireside Hearth & Ho...	FY 2025 Busin...	General		001 General Fu...	25.00	430.00
Deposit	07/11/2024	495	Tessoterica	FY 2205 Busin...	General		001 General Fu...	15.00	445.00
Deposit	07/11/2024	2459	William B. Wheatly B...	FY 2025 Busin...	General		001 General Fu...	15.00	460.00
Deposit	07/11/2024	5748	In House Inc	FY 2025 Busin...	General		001 General Fu...	15.00	475.00
Deposit	07/11/2024	1681	Top Priority Lawn Care	FY 2025 Busin...	General		001 General Fu...	15.00	490.00
Deposit	07/11/2024	2907	Charles Carter Countr...	FY 2025 Busin...	General		001 General Fu...	15.00	505.00
Deposit	07/11/2024	1365	Rockhaven Services	FY 2025 Busin...	General		001 General Fu...	15.00	520.00
Deposit	07/11/2024	403646	Schenck Foods	FY 2205 Busin...	General		001 General Fu...	25.00	545.00
Deposit	07/15/2024	1176	Machrie Management...	FY 2025 Busin...	General		001 General Fu...	25.00	570.00
Deposit	07/15/2024	45922	Star Concrete	FY 2025 Busin...	General		001 General Fu...	25.00	595.00
Deposit	07/15/2024		Griffith Energy Servic...	FY 2025 Busin...	General		002 WVGOPAY...	25.00	620.00
Deposit	07/16/2024		Shenandoah Air Con...	FY 2025 Busin...	General		002 WVGOPAY...	15.00	635.00

**Corp. of Harpers Ferry**  
**Profit & Loss Detail (General, Excluding Water & Coal)**  
**July 2024**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Deposit	07/16/2024		Coffeemanian	FY 2025 Busin...	General		002 WVGOPAY...	15.00	650.00
Deposit	07/17/2024		84 Lumber	FY 2025 Busin...	General		002 WVGOPAY...	25.00	675.00
Deposit	07/19/2024	109	ZCorps	FY 2025 Busin...	General		001 General Fu...	15.00	690.00
Deposit	07/24/2024		A&A Homes, INC	FY 2025 Busin...	General		002 WVGOPAY...	15.00	705.00
Deposit	07/25/2024	6762	J. L. Moore Inc	FY 2205 Busin...	General		001 General Fu...	15.00	720.00
Deposit	07/25/2024	1014	Charles Town Plumbi...	FY 2205 Busin...	General		001 General Fu...	15.00	735.00
Deposit	07/29/2024	27228	Holtzman Oil Corp_c	FY 2025 Busin...	General		001 General Fu...	25.00	760.00
Deposit	07/29/2024	13499	Dulyea Construction	FY 2025 Busin...	General		001 General Fu...	15.00	775.00
Deposit	07/29/2024	240605	William A Hazel INC	FY 2025 Busin...	General		001 General Fu...	25.00	800.00
Deposit	07/31/2024	1136	Burrill Plumbing, LLC	FY 2025 Busin...	General		001 General Fu...	15.00	815.00
Deposit	07/31/2024	891	Sandy's Domestic Se...	FY 2025 Busin...	General		001 General Fu...	15.00	830.00
Deposit	07/31/2024	6011254	ABC Supply Co, INC	FY 2024 Busin...	General		001 General Fu...	25.00	855.00
Deposit	07/31/2024	1501	Armory House	FY 2205 Busin...	General		001 General Fu...	15.00	870.00
Deposit	07/31/2024	1227	Appalachian Chambe...	FY 2025 Busin...	General		001 General Fu...	15.00	885.00
Total 325 · Licenses								885.00	885.00
<b>326 · Building Permit Fees</b>									
Deposit	07/09/2024	1106	Wild Crystal	Sign Permit #2...	General		001 General Fu...	25.00	25.00
Check	07/31/2024	16585	Shelly Griffith	Refund ZCPA#...	General		001 General Fu...	-105.00	-80.00
Total 326 · Building Permit Fees								-80.00	-80.00
<b>327 · Miscellaneous Permits (Parking)</b>									
Deposit	07/19/2024		Wilson, Dane	Parking Permit...	General		001 General Fu...	4.00	4.00
Total 327 · Miscellaneous Permits (Parking)								4.00	4.00
<b>330 · IRP Fees</b>									
Deposit	07/11/2024		State of WV	MAY collections	General		001 General Fu...	984.28	984.28
Deposit	07/30/2024		State of WV_c	July 2024 Coll...	General		001 General Fu...	545.05	1,529.33
Total 330 · IRP Fees								1,529.33	1,529.33
<b>342 · Parking Meter Revenue</b>									
<b>342.1 Parking Meter Revenue</b>									
Deposit	07/15/2024	30026	Parkmobile LLC	June 2024 rec...	General		001 General Fu...	21,663.56	21,663.56
Total 342.1 Parking Meter Revenue								21,663.56	21,663.56
<b>342.2 Parking Fine Revenue</b>									
Deposit	07/01/2024			Tickets	General		002 WVGOPAY...	50.00	50.00
Deposit	07/02/2024			Tickets	General		General Court F...	223.00	273.00
Deposit	07/02/2024			Tickets	General		002 WVGOPAY...	180.00	453.00
Deposit	07/03/2024			Tickets	General		002 WVGOPAY...	66.00	519.00
Deposit	07/05/2024			Tickets	General		002 WVGOPAY...	150.00	669.00
Deposit	07/06/2024			Tickets	General		002 WVGOPAY...	90.00	759.00
Deposit	07/07/2024			Tickets	General		002 WVGOPAY...	80.00	839.00
Deposit	07/08/2024			Tickets	General		002 WVGOPAY...	60.00	899.00
Deposit	07/09/2024			Tickets	General		General Court F...	310.00	1,209.00
Deposit	07/09/2024			Tickets	General		002 WVGOPAY...	160.00	1,369.00
Deposit	07/10/2024			Tickets	General		002 WVGOPAY...	66.00	1,435.00
Deposit	07/11/2024			Tickets	General		002 WVGOPAY...	130.00	1,565.00
Deposit	07/11/2024			Tickets	General		General Court F...	130.00	1,695.00
Deposit	07/12/2024			Tickets	General		002 WVGOPAY...	40.00	1,735.00
Deposit	07/12/2024			Tickets	General		General Court F...	90.00	1,825.00
Deposit	07/13/2024			Tickets	General		002 WVGOPAY...	50.00	1,875.00
Deposit	07/15/2024			Tickets	General		002 WVGOPAY...	80.00	1,955.00
Deposit	07/16/2024			Tickets	General		General Court F...	300.00	2,255.00
Deposit	07/16/2024			Tickets	General		002 WVGOPAY...	30.00	2,285.00
Deposit	07/17/2024			Tickets	General		002 WVGOPAY...	26.00	2,311.00
Deposit	07/19/2024			Tickets	General		General Court F...	150.00	2,461.00
Deposit	07/19/2024			Tickets	General		002 WVGOPAY...	80.00	2,541.00
Deposit	07/20/2024			Tickets	General		002 WVGOPAY...	40.00	2,581.00
Deposit	07/22/2024			Tickets	General		002 WVGOPAY...	140.00	2,721.00
Deposit	07/23/2024			Tickets	General		002 WVGOPAY...	240.00	2,961.00
Deposit	07/24/2024			Tickets	General		002 WVGOPAY...	150.00	3,111.00
Deposit	07/25/2024			Tickets	General		002 WVGOPAY...	70.00	3,181.00
Deposit	07/26/2024			Tickets	General		002 WVGOPAY...	20.00	3,201.00
Deposit	07/27/2024			Tickets	General		002 WVGOPAY...	110.00	3,311.00
Deposit	07/28/2024			Tickets	General		002 WVGOPAY...	20.00	3,331.00
Deposit	07/29/2024			Tickets	General		General Court F...	620.00	3,951.00
Deposit	07/29/2024			Tickets	General		002 WVGOPAY...	80.00	4,031.00
Deposit	07/30/2024			Tickets	General		General Court F...	50.00	4,081.00
Deposit	07/30/2024			Tickets	General		002 WVGOPAY...	160.00	4,241.00
Deposit	07/31/2024			Tickets	General		002 WVGOPAY...	150.00	4,391.00
Total 342.2 Parking Fine Revenue								4,391.00	4,391.00
Total 342 · Parking Meter Revenue								26,054.56	26,054.56
<b>345 · Rents &amp; Concessions</b>									
Deposit	07/01/2024	33255...	AT&T_c	July 2025 Rent...	General		001 General Fu...	1,259.71	1,259.71
Deposit	07/01/2024	15016...	US Cellular	July 2025 Rent...	General		001 General Fu...	1,935.99	3,195.70
Deposit	07/01/2024	32301...	US Post Office	June 2025 Re...	General		001 General Fu...	2,357.58	5,553.28
Deposit	07/29/2024	32308...	US Post Office	July Rent REC...	General		001 General Fu...	2,357.58	7,910.86
Total 345 · Rents & Concessions								7,910.86	7,910.86
<b>376 · Table Gaming Income</b>									
Deposit	07/16/2024		State of WV	Table Games j...	General		001 General Fu...	1,072.80	1,072.80
Total 376 · Table Gaming Income								1,072.80	1,072.80

**Corp. of Harpers Ferry**  
**Profit & Loss Detail (General, Excluding Water & Coal)**

July 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>380 · Interest Earned on Investments</b>									
Deposit	07/31/2024			Interest	General		252PS · JSB P...	12.92	12.92
Deposit	07/31/2024			Interest	General		SWaN Escrow ...	110.31	123.23
Deposit	07/31/2024			Interest	Park and ...		HF Parks and R...	1.35	124.58
Deposit	07/31/2024			Interest	General		Opioid Settlement	1.65	126.23
Deposit	07/31/2024			Interest	General		001 General Fu...	274.49	400.72
Deposit	07/31/2024			Interest	Hotel Occ ...		Hotel Motel Tax	11.22	411.94
Total 380 · Interest Earned on Investments								411.94	411.94
<b>397 · Lottery</b>									
Deposit	07/16/2024		State of WV	Greenbrier July	General		001 General Fu...	15.56	15.56
Deposit	07/31/2024		State of WV	Video Lottery	General		001 General Fu...	67.32	82.88
Total 397 · Lottery								82.88	82.88
Total General								163,498.41	163,498.41
Total Income								163,498.41	163,498.41
Gross Profit								163,498.41	163,498.41
<b>Expense</b>									
<b>001.760 Parking</b>									
<b>Payroll-Parking</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	630.00	630.00
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	661.60	1,291.60
Total Payroll-Parking								1,291.60	1,291.60
<b>PR Taxes-Parking</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	56.71	56.71
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	59.54	116.25
Total PR Taxes-Parking								116.25	116.25
<b>001.761 Parkinng Expenses</b>									
Credit Card Charge	07/01/2024	JULY ...	US Cellular	APR usage pa...	General		P-Card	58.98	58.98
Total 001.761 Parkinng Expenses								58.98	58.98
Total 001.760 Parking								1,466.83	1,466.83
<b>Culture &amp; Rec Exp</b>									
<b>900 · Parks</b>									
<b>Materials &amp; Supplies Pa</b>									
Credit Card Charge	07/12/2024	83840	Wal Mart	Morse, Childre...	Park and ...		P-Card	15.18	15.18
Credit Card Charge	07/12/2024	816449	Wal Mart	Morse, Childre...	Park and ...		P-Card	145.56	160.74
Credit Card Charge	07/12/2024	532826	Home Depot	Waters, Childr...	Park and ...		P-Card	104.74	265.48
Credit Card Charge	07/13/2024	88086	Weis Markets	Morse, Childre...	Park and ...		P-Card	23.96	289.44
Total Materials & Supplies Pa								289.44	289.44
<b>Utilities Pa</b>									
Bill	07/02/2024	00035...	Harpers Ferry Water ...	Jun usage, Jul...	General		20000 · Accoun...	50.05	50.05
Bill	07/08/2024	11008...	Potomac Edison	Jun usage To...	General		20000 · Accoun...	12.30	62.35
Total Utilities Pa								62.35	62.35
Total 900 · Parks								351.79	351.79
<b>901 · Visitors Bureau -H</b>									
Check	07/19/2024	332	Jefferson County CVB	FY 2024 Q4 di...	Hotel Occ ...		Hotel Motel Tax	10,685.78	10,685.78
Total 901 · Visitors Bureau -H								10,685.78	10,685.78
<b>906 · Arts &amp; Humanities -H</b>									
Bill	07/02/2024	505	The Country Cabinet...	Modify wine ba...	Hotel Occ ...		20000 · Accoun...	1,000.00	1,000.00
Check	07/11/2024	328	Harpers Ferry Wome...	FY 2025 Fundi...	Hotel Occ ...	X	Hotel Motel Tax	0.00	1,000.00
Check	07/11/2024	331	Harpers Ferry Wome...	FY 2025 Fundi...	Hotel Occ ...		Hotel Motel Tax	1,000.00	2,000.00
Total 906 · Arts & Humanities -H								2,000.00	2,000.00
Total Culture & Rec Exp								13,037.57	13,037.57
<b>001.402 · Economic Development</b>									
Check	07/01/2024	16542	Wheeless, Thomas E...	Rebursement ...	General		001 General Fu...	150.47	150.47
Check	07/09/2024	16569	jefferson County Park...	FY 2024 fundin...	General		001 General Fu...	500.00	650.47
Total 001.402 · Economic Development								650.47	650.47
<b>001.409 · Office of Mayor</b>									
<b>PR Taxes Employer M</b>									
General Journal	07/29/2024			payroll 2023 7/...	General		001 General Fu...	127.50	127.50
Total PR Taxes Employer M								127.50	127.50
<b>Salary M</b>									
General Journal	07/29/2024			payroll 2023 7/...	General		001 General Fu...	1,666.67	1,666.67
Total Salary M								1,666.67	1,666.67
Total 001.409 · Office of Mayor								1,794.17	1,794.17

**Corp. of Harpers Ferry**  
**Profit & Loss Detail (General, Excluding Water & Coal)**  
**July 2024**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>001.413 · Office of Treasurer</b>									
<b>Employee Benefits</b>									
Check	07/15/2024	eft	PEIA	Treasurer 2024...	General		Harpers Ferry P...	34.00	34.00
Total Employee Benefits								34.00	34.00
<b>Group Ins. T</b>									
Check	07/15/2024	EFT	PEIA	Treasurer PEI...	General		Harpers Ferry P...	732.98	732.98
Total Group Ins. T								732.98	732.98
<b>Pension Expense T</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	245.15	245.15
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	282.03	527.18
Total Pension Expense T								527.18	527.18
<b>PR Taxes Employer T</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	185.57	185.57
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	214.07	399.64
Total PR Taxes Employer T								399.64	399.64
<b>Salary T</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	2,723.90	2,723.90
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	3,133.68	5,857.58
Total Salary T								5,857.58	5,857.58
Total 001.413 · Office of Treasurer								7,551.38	7,551.38
<b>001.415 · Office of City Clerk</b>									
<b>Health Insurance CC</b>									
Check	07/15/2024	EFT	PEIA	Clerk PEIA Pre...	General		Harpers Ferry P...	732.98	732.98
Total Health Insurance CC								732.98	732.98
<b>OPEB - General</b>									
Check	07/15/2024	eft	PEIA	Clerk 2024 July	General		Harpers Ferry P...	34.00	34.00
Total OPEB - General								34.00	34.00
<b>Pension Expense CC</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	181.69	181.69
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	199.04	380.73
Total Pension Expense CC								380.73	380.73
<b>PR Taxes Employer CC</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	125.42	125.42
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	136.43	261.85
Total PR Taxes Employer CC								261.85	261.85
<b>Salary CC</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	2,018.75	2,018.75
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	2,211.57	4,230.32
Total Salary CC								4,230.32	4,230.32
Total 001.415 · Office of City Clerk								5,639.88	5,639.88
<b>001.435 · Region 9 Dev. Authority</b>									
<b>Dues</b>									
Bill	07/01/2024	FY 25	Eastern Panhandle R...	FY 25 Annual ...	General		20000 · Accoun...	252.86	252.86
Total Dues								252.86	252.86
Total 001.435 · Region 9 Dev. Authority								252.86	252.86
<b>001.437 · Planning Commission</b>									
<b>Tree Committee Match</b>									
Deposit	07/17/2024		State of WV	FY 2024 Fores...	General		001 General Fu...	-3,500.00	-3,500.00
Total Tree Committee Match								-3,500.00	-3,500.00
Total 001.437 · Planning Commission								-3,500.00	-3,500.00
<b>001.440 · City Hall</b>									
<b>Payroll Processing-C</b>									
General Journal	07/03/2024			payroll process...	General		001 General Fu...	27.98	27.98
General Journal	07/18/2024			payroll process...	General		001 General Fu...	28.72	56.70
General Journal	07/29/2024			payroll process...	General		001 General Fu...	50.95	107.65
Total Payroll Processing-C								107.65	107.65
<b>Bldg. &amp; Equip-Rents</b>									
Bill	07/15/2024	15450...	Sunbelt Rentals	INV 15450139...	General		20000 · Accoun...	334.12	334.12
Credit Card Charge	07/22/2024		Wal Mart	Kelly, AC UNIT...	General		P-Card	982.26	1,316.38
Bill	07/26/2024	15650...	Sunbelt Rentals	INV 15650069...	General		20000 · Accoun...	977.00	2,293.38
Total Bldg. & Equip-Rents								2,293.38	2,293.38



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09/04/24

Accrual Basis

**Corp. of Harpers Ferry**  
**Profit & Loss Detail (General, Excluding Water & Coal)**

July 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Capital Outlay-Equip</b>									
Bill	07/28/2024	80940	Advantage Technolog...	INV 80940 Net...	General		20000 · Accoun...	2,216.43	2,216.43
Total Capital Outlay-Equip								2,216.43	2,216.43
<b>Contracted Services C</b>									
Credit Card Charge	07/02/2024	604008	Merry Maids	Breeden, clean...	General		P-Card	218.28	218.28
Bill	07/09/2024	81526	Advantage Technolog...	INV 81526 Ser...	General		20000 · Accoun...	427.50	645.78
Credit Card Charge	07/16/2024	83174	Merry Maids	Breeden, clean...	General		P-Card	218.28	864.06
Credit Card Charge	07/30/2024	22708	Merry Maids	Breeden, clean...	General		P-Card	218.28	1,082.34
Bill	07/31/2024	81534	Advantage Technolog...	INV 81534 Sup...	General		20000 · Accoun...	316.41	1,398.75
Total Contracted Services C								1,398.75	1,398.75
<b>Dues &amp; Subscriptions C</b>									
Bill	07/26/2024	2024	Spirit of Jefferson	2024-25 subsc...	General		20000 · Accoun...	36.00	36.00
Total Dues & Subscriptions C								36.00	36.00
<b>Insurance and Bonds</b>									
Bill	07/23/2024	20004...	Cincinnati Insurance ...	Bonds - Town ...	General		20000 · Accoun...	75.00	75.00
Total Insurance and Bonds								75.00	75.00
<b>Leased Equipment C</b>									
Check	07/09/2024	EFT	Leaf	July Copier lea...	General		001 General Fu...	104.50	104.50
Total Leased Equipment C								104.50	104.50
<b>Maint &amp; Repairs to Bldgs. C</b>									
Credit Card Charge	07/10/2024	32503	Amazon.com	Spalding, filter...	General		P-Card	85.80	85.80
Credit Card Charge	07/10/2024	532784	Home Depot	Waters, HVAC...	General		P-Card	59.91	145.71
Bill	07/15/2024	57756...	Shenandoah Air Con...	INV 57756262 ...	General		20000 · Accoun...	690.67	836.38
Credit Card Charge	07/15/2024	883575	Home Depot	Waters, Post o...	General		P-Card	138.70	975.08
Total Maint & Repairs to Bldgs. C								975.08	975.08
<b>Pension Expense C</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	186.43	186.43
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	228.07	414.50
Total Pension Expense C								414.50	414.50
<b>Postage C</b>									
Credit Card Charge	07/16/2024	799745	US Post Office	Kelly, FBMC	General		P-Card	1.36	1.36
Credit Card Charge	07/29/2024	419153	US Post Office	Morse, postage	General		P-Card	9.68	11.04
Credit Card Charge	07/31/2024		US Post Office	Kelly, postage	General		P-Card	9.85	20.89
Total Postage C								20.89	20.89
<b>PR Taxes Employer C</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	242.49	242.49
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	276.02	518.51
Total PR Taxes Employer C								518.51	518.51
<b>Professional Services C</b>									
Bill	07/31/2024	33487	CoxHollidayoung PLLC	Jul 2024 Acco...	General		20000 · Accoun...	667.59	667.59
Total Professional Services C								667.59	667.59
<b>Salaries &amp; Wages C</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	3,169.78	3,169.78
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	3,608.19	6,777.97
Total Salaries & Wages C								6,777.97	6,777.97
<b>Telephone C</b>									
Credit Card Charge	07/01/2024	JULY ...	US Cellular	APR usage, ce...	General		P-Card	223.62	223.62
Bill	07/12/2024	072024	Frontier	Telephone JUL...	General		20000 · Accoun...	205.57	429.19
Bill	07/20/2024	07305...	Frontier	Telephone JUL...	General		20000 · Accoun...	65.51	494.70
Bill	07/24/2024	66898...	US Cellular	July	General		20000 · Accoun...	249.35	744.05
Bill	07/25/2024	82993...	Comcast Internet	AUG 2024 Inte...	General		20000 · Accoun...	49.30	793.35
Total Telephone C								793.35	793.35
<b>Utilities C</b>									
Bill	07/02/2024	00010...	Harpers Ferry Water ...	Jun Usage To...	General		20000 · Accoun...	31.73	31.73
Bill	07/08/2024	11008...	Potomac Edison	Jun usage To...	General		20000 · Accoun...	171.41	203.14
Bill	07/08/2024	11008...	Potomac Edison	Jun usage To...	General		20000 · Accoun...	163.36	366.50
Bill	07/09/2024	11014...	Potomac Edison	Jun usage To...	General		20000 · Accoun...	18.78	385.28
Bill	07/25/2024	34103...	Waste Management ...	JULY 2024 To...	General		20000 · Accoun...	195.19	580.47
Total Utilities C								580.47	580.47
<b>220 G · Advertising/Legal Publications</b>									
Bill	07/03/2024	67562	Jefferson Publishing ...	Inv 67562 Noti...	General		20000 · Accoun...	45.22	45.22
Total 220 G · Advertising/Legal Publications								45.22	45.22

**Corp. of Harpers Ferry**  
**Profit & Loss Detail (General, Excluding Water & Coal)**  
**July 2024**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>341 G - Materials &amp; Supplies C</b>									
Credit Card Charge	07/04/2024	74559	Adobe Pro	Kelly, adobe	General		P-Card	21.19	21.19
Bill	07/07/2024	070924	Crystal Springs	June	General		20000 - Accoun...	18.73	39.92
Credit Card Charge	07/08/2024	92924	Amazon.com	Kelly, pens	General		P-Card	21.97	61.89
Credit Card Charge	07/09/2024	0141836	Amazon.com	Kelly, dongle f...	General		P-Card	16.24	78.13
Credit Card Charge	07/09/2024	G0524...	MicroSoft	kelly, visio	General		P-Card	5.30	83.43
Credit Card Charge	07/09/2024	82892	Amazon.com	Breeden, paper	General		P-Card	49.99	133.42
Credit Card Charge	07/10/2024		Zoom Video Commu...	Kelly zoom	General		P-Card	84.97	218.39
Credit Card Charge	07/11/2024	7003894	Wal Mart	Breeden, office...	General		P-Card	79.63	298.02
Credit Card Charge	07/22/2024	86211	Amazon.com	Breeden, office...	General		P-Card	93.67	391.69
Bill	07/25/2024	74960...	All-Shred, INC	INV 7496071624	General		20000 - Accoun...	97.17	488.86
Bill	07/25/2024	EFR46...	Signs By Tomorrow	INV EFR46830...	General		20000 - Accoun...	895.75	1,384.61
Credit Card Charge	07/26/2024	83174	Wal Mart	Breeden, office...	General		P-Card	17.48	1,402.09
Bill	07/28/2024	80503	Advantage Technolog...	Annual Mitel P...	General		20000 - Accoun...	259.95	1,662.04
Bill	07/31/2024	33487	CoxHollidayoung PLLC	Jul 2024 RN a...	General		20000 - Accoun...	63.34	1,725.38
Total 341 G - Materials & Supplies C								1,725.38	1,725.38
Total 001.440 - City Hall								18,750.67	18,750.67
<b>001.700 - Police Dept</b>									
<b>Bank Charges and Fees</b>									
<b>CC Fees HF</b>									
Deposit	07/30/2024			Deposit	Police		General Court F...	1.57	1.57
Total CC Fees HF								1.57	1.57
Total Bank Charges and Fees								1.57	1.57
<b>Contracted Services-P</b>									
Bill	07/09/2024	202407	Nancy Dalby	July 10 - Court	Police		20000 - Accoun...	375.00	375.00
Bill	07/09/2024	202407	Nathan Cochran	July 10 Court	Police		20000 - Accoun...	225.00	600.00
Bill	07/31/2024	81534	Advantage Technolog...	INV 81534 Sup...	Police		20000 - Accoun...	316.42	916.42
Total Contracted Services-P								916.42	916.42
<b>Departmental Supplies-P</b>									
<b>Auto Supplies and Fuel - P</b>									
Check	07/01/2024	EFT	Fuelman	NP66724944 J...	Police		001 General Fu...	1,372.36	1,372.36
Credit Card Charge	07/11/2024	7003894	Wal Mart	Breeden, auto ...	Police		P-Card	11.91	1,384.27
Credit Card Charge	07/14/2024	105654	Amazon.com	Breeden, auto ...	Police		P-Card	45.74	1,430.01
Total Auto Supplies and Fuel - P								1,430.01	1,430.01
<b>Payroll Processing-P</b>									
General Journal	07/03/2024			payroll process...	Police		001 General Fu...	27.98	27.98
General Journal	07/18/2024			payroll process...	Police		001 General Fu...	28.72	56.70
Total Payroll Processing-P								56.70	56.70
<b>Office Supplies and Materials</b>									
Credit Card Charge	07/11/2024	7003894	Wal Mart	breeden, office...	Police		P-Card	48.34	48.34
Credit Card Charge	07/11/2024	72448	Amazon.com	Breeden, office...	Police		P-Card	124.34	172.68
Credit Card Charge	07/22/2024	635267	Amazon.com	Breeden, Offic...	Police		P-Card	140.10	312.78
Bill	07/25/2024	74960...	All-Shred, INC	INV 7496071624	Police		20000 - Accoun...	97.17	409.95
Credit Card Charge	07/26/2024	83174	Wal Mart	Breeden, office...	Police		P-Card	47.90	457.85
Bill	07/28/2024	80503	Advantage Technolog...	Annual Mitel P...	Police		20000 - Accoun...	259.95	717.80
Bill	07/31/2024	33487	CoxHollidayoung PLLC	Jul 2024 RN a...	Police		20000 - Accoun...	63.33	781.13
Total Office Supplies and Materials								781.13	781.13
Total Departmental Supplies-P								2,267.84	2,267.84
<b>PEIA/Workers Comp-P</b>									
<b>246P - OPEB - Police</b>									
Check	07/15/2024	eft	PEIA	Police 2024 July	Police		Harpers Ferry P...	102.00	102.00
Total 246P - OPEB - Police								102.00	102.00
<b>PEIA/Workers Comp-P - Other</b>									
Check	07/15/2024	EFT	PEIA	POLIC PEIA Pr...	Police		Harpers Ferry P...	4,731.26	4,731.26
Total PEIA/Workers Comp-P - Other								4,731.26	4,731.26
Total PEIA/Workers Comp-P								4,833.26	4,833.26
<b>Maintenance and Repairs-Auto-P</b>									
Bill	07/31/2024	63084	Kent Parsons Ford, Inc.	INV 63084 202...	Police		20000 - Accoun...	83.47	83.47
Total Maintenance and Repairs-Auto-P								83.47	83.47
<b>Pension-P</b>									
General Journal	07/03/2024			payroll 2024 7/3	Police		001 General Fu...	885.76	885.76
General Journal	07/18/2024			payroll 2024 7/...	Police		001 General Fu...	989.84	1,875.60
Total Pension-P								1,875.60	1,875.60
<b>PR Taxes Employer -P</b>									
General Journal	07/03/2024			payroll 2024 7/3	Police		001 General Fu...	999.84	999.84
General Journal	07/18/2024			payroll 2024 7/...	Police		001 General Fu...	1,174.45	2,174.29
Total PR Taxes Employer -P								2,174.29	2,174.29

**Corp. of Harpers Ferry**  
**Profit & Loss Detail (General, Excluding Water & Coal)**  
**July 2024**

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Printing-Leased Equip. - P</b>									
Check	07/02/2024	EFT	DDL Business	July lease printer	Police		001 General Fu...	71.50	71.50
Total Printing-Leased Equip. - P								71.50	71.50
<b>Property Ins and Bonds-P</b>									
Bill	07/23/2024	5990N...	Traveler's Commercia...	Bond Renewal...	Police		20000 · Accoun...	100.00	100.00
Total Property Ins and Bonds-P								100.00	100.00
<b>Salaries and Wages-P</b>									
General Journal	07/03/2024			payroll 2024 7/3	Police		001 General Fu...	13,181.16	13,181.16
General Journal	07/18/2024			payroll 2024 7/...	Police		001 General Fu...	15,431.07	28,612.23
Total Salaries and Wages-P								28,612.23	28,612.23
<b>Telephone-P</b>									
Credit Card Charge	07/01/2024	JULY ...	US Cellular	APR usage, ce...	Police		P-Card	223.62	223.62
Bill	07/12/2024	072024	Frontier	Telephone JUL...	Police		20000 · Accoun...	205.57	429.19
Bill	07/20/2024	07305...	Frontier	Telephone JUL...	Police		20000 · Accoun...	65.51	494.70
Bill	07/24/2024	66898...	US Cellular	July	Police		20000 · Accoun...	249.34	744.04
Bill	07/25/2024	82993...	Comcast Internet	AUG 2024 Inte...	Police		20000 · Accoun...	49.30	793.34
Total Telephone-P								793.34	793.34
<b>Training &amp; Education-P</b>									
Credit Card Charge	07/10/2024	22196	American Red Cross	Breeden, traini...	Police		P-Card	39.59	39.59
Total Training & Education-P								39.59	39.59
<b>Utilities-P</b>									
Bill	07/02/2024	00010...	Harpers Ferry Water ...	Jun Usage To...	Police		20000 · Accoun...	31.73	31.73
Check	07/02/2024	eft	ADT Security	2024 July	Police		001 General Fu...	70.49	102.22
Bill	07/09/2024	11008...	Potomac Edison	Jun usage, pol...	Police		20000 · Accoun...	168.06	270.28
Bill	07/25/2024	34103...	Waste Management ...	JULY 2024 to...	Police		20000 · Accoun...	71.72	342.00
Total Utilities-P								342.00	342.00
<b>Wireless-P</b>									
Bill	07/05/2024	28733...	AT&T	ACCT 287334...	Police		20000 · Accoun...	484.25	484.25
Total Wireless-P								484.25	484.25
<b>WV, Friendship</b>									
Check	07/02/2024	EFT	State of WV	June 2024 Fines	Police		General Court F...	304.00	304.00
Total WV, Friendship								304.00	304.00
Total 001.700 · Police Dept								42,899.36	42,899.36
<b>001.750 · Street Department</b>									
<b>Auto Supplies (Gas &amp; Oil) St</b>									
Bill	07/01/2024	NP667...	Fuelman	June usage	General		20000 · Accoun...	253.68	253.68
Total Auto Supplies (Gas & Oil) St								253.68	253.68
<b>Equipment Rent St</b>									
Bill	07/17/2024	27733...	AC & T Co., Inc.	INV 27733BW ...	General		20000 · Accoun...	80.00	80.00
Total Equipment Rent St								80.00	80.00
<b>Material and Supplies St</b>									
Credit Card Credit	07/01/2024	64388	Home Depot	Waters Return	General		P-Card	-31.98	-31.98
Credit Card Charge	07/01/2024	63625	Home Depot	Waters, trash ...	General		P-Card	41.45	9.47
Credit Card Charge	07/01/2024	264391	Home Depot	Waters, Sealant	General		P-Card	19.98	29.45
Credit Card Charge	07/02/2024	45.95	Home Depot	Waters trash c...	General		P-Card	45.95	75.40
Credit Card Charge	07/04/2024	102314	Home Depot	Waters, water ...	General		P-Card	46.45	121.85
Credit Card Charge	07/09/2024	975187	Breaux Vineyards	Waters Barrels...	General		P-Card	500.00	621.85
Total Material and Supplies St								621.85	621.85
<b>Pension Expense St</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	215.94	215.94
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	275.10	491.04
Total Pension Expense St								491.04	491.04
<b>PR Taxes Employer St</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	183.54	183.54
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	233.83	417.37
Total PR Taxes Employer St								417.37	417.37
<b>Salaries &amp; Wages St</b>									
General Journal	07/03/2024			payroll 2024 7/3	General		001 General Fu...	2,399.32	2,399.32
General Journal	07/18/2024			payroll 2024 7/...	General		001 General Fu...	3,056.64	5,455.96
Total Salaries & Wages St								5,455.96	5,455.96
<b>Utilities St</b>									
Bill	07/02/2024	00020...	Harpers Ferry Water ...	June Usage H...	General		20000 · Accoun...	240.00	240.00
Bill	07/31/2024	6875	Jeff Co. Solid Waste ...	July debris and...	General		20000 · Accoun...	5.28	245.28
Total Utilities St								245.28	245.28
Total 001.750 · Street Department								7,565.18	7,565.18

Corp. of Harpers Ferry

Profit & Loss Detail (General, Excluding Water & Coal)

July 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
001.751 - Street Lights									
Utilities SI									
Bill	07/05/2024	11008...	Potomac Edison	Jun Usage, Str...	General		20000 - Accoun...	1,321.42	1,321.42
Bill	07/09/2024	11011...	Potomac Edison	Jun usage Pot...	General		20000 - Accoun...	31.68	1,353.10
Total Utilities SI								1,353.10	1,353.10
Total 001.751 - Street Lights								1,353.10	1,353.10
Total Expense								97,461.47	97,461.47
Net Ordinary Income								66,036.94	66,036.94
Net Income								66,036.94	66,036.94

# Corp. of Harpers Ferry Profit & Loss Detail (Water Only)

July 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
<b>131.3 Transfers to Reserve</b>									
General Journal	07/31/2024				Water		131.3 Water Tra...	4,800.00	4,800.00
Total 131.3 Transfers to Reserve								4,800.00	4,800.00
<b>400 - Water Department Income</b>									
<b>Bond Renewal &amp; Repl 2.5% trnfr</b>									
General Journal	07/31/2024			Reserves	Water		127 - Bond Ren...	2,600.00	2,600.00
Total Bond Renewal & Repl 2.5% trnfr								2,600.00	2,600.00
<b>New Water Taps</b>									
Deposit	07/24/2024	11932	A&A Homes, INC	Water Tap Fee...	Water		Water Fund Ch...	750.00	750.00
Total New Water Taps								750.00	750.00
<b>Capacity Improvement Fees</b>									
Deposit	07/24/2024	11932	A&A Homes, INC	Cap Capacity ...	Water		Water Fund Ch...	2,925.00	2,925.00
Total Capacity Improvement Fees								2,925.00	2,925.00
<b>421 - Non Utility Income</b>									
<b>419. - Interest</b>									
Deposit	07/31/2024			Interest	Water		Water Improve...	0.10	0.10
Deposit	07/31/2024			Interest	Water		HF Water Work...	8.27	8.37
Deposit	07/31/2024			Interest	Water		SB 234 Checkin...	65.04	73.41
Deposit	07/31/2024			Interest	Water		Water Rev Ren...	84.14	157.55
Deposit	07/31/2024			Interest	Water		Water Fund Ch...	55.57	213.12
Total 419. - Interest								213.12	213.12
Total 421 - Non Utility Income								213.12	213.12
<b>461 - Customers - Water Bill Payments</b>									
<b>462 - Customer Hydrants</b>									
Deposit	07/09/2024			Fire Protection	Water		Water Fund Ch...	240.00	240.00
Deposit	07/11/2024			Fire Protection	Water		Water Fund Ch...	19.09	259.09
Deposit	07/17/2024			Fire Protection	Water		Water Fund Ch...	37.86	296.95
Deposit	07/19/2024			Fire Protection	Water		Water Fund Ch...	270.00	566.95
Total 462 - Customer Hydrants								566.95	566.95
<b>461 - Customers - Water Bill Payments - Other</b>									
General Journal	07/31/2024		Harpers Ferry_v	To adjust A/R ...	Water		141 Accounts R...	85,996.88	85,996.88
Total 461 - Customers - Water Bill Payments - Other								85,996.88	85,996.88
Total 461 - Customers - Water Bill Payments								86,563.83	86,563.83
Total 400 - Water Department Income								93,051.95	93,051.95
Total Income								97,851.95	97,851.95
Gross Profit								97,851.95	97,851.95
<b>Expense</b>									
<b>400. - Water Department</b>									
<b>Bond Interest</b>									
<b>427.3 - Bonds Payable - Series C</b>									
Check	07/15/2024	EFT	USDA	July 2024	Water		Water Fund Ch...	1,523.00	1,523.00
Total 427.3 - Bonds Payable - Series C								1,523.00	1,523.00
<b>428 - USDA 2021 - Bonds Payable</b>									
Check	07/11/2024	eft	USDA		Water		Water Fund Ch...	19,530.00	19,530.00
Total 428 - USDA 2021 - Bonds Payable								19,530.00	19,530.00
Total Bond Interest								21,053.00	21,053.00
<b>631.1 - Prof Services-Accounting-Water</b>									
Bill	07/31/2024	33487W	CoxHollidayoung PLLC	Jul 2024 Acco...	Water		20000 - Accoun...	333.29	333.29
Total 631.1 - Prof Services-Accounting-Water								333.29	333.29
<b>131.3 Water Tranfs to Reserve</b>									
General Journal	07/31/2024				Water		131.3 Transfers ...	4,800.00	4,800.00
Total 131.3 Water Tranfs to Reserve								4,800.00	4,800.00
<b>341.2 Capital Outlay - Auto</b>									
Check	07/18/2024	ach	Bank of Charles Town		Water		Water Fund Ch...	602.97	602.97
Check	07/24/2024	EFT	Bank of Charles Town	Water Truck lo...	Water		Water Fund Ch...	647.24	1,250.21
Total 341.2 Capital Outlay - Auto								1,250.21	1,250.21
<b>Maintenance of Mains</b>									
<b>620.6 - Materials and Supplies</b>									
Bill	07/02/2024	V202480	CORE & MAIN LP	INV V202480 ...	Water		20000 - Accoun...	461.71	461.71
Bill	07/09/2024	V215195	CORE & MAIN LP	INV V215195 ...	Water		20000 - Accoun...	244.86	706.57
Total 620.6 - Materials and Supplies								706.57	706.57
<b>636 - Contracted Services</b>									
Bill	07/07/2024	10294...	Greenridge Contractors	INV 10294161 ...	Water		20000 - Accoun...	4,046.00	4,046.00

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Accrual Basis

# Corp. of Harpers Ferry Profit & Loss Detail (Water Only)

July 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Bill	07/15/2024	10294...	Greenridge Contractors	INV 1024159 ...	Water		20000 · Accoun...	4,478.75	8,524.75
Bill	07/15/2024	10294...	Greenridge Contractors	INV 10294158 ...	Water		20000 · Accoun...	7,919.79	16,444.54
Bill	07/16/2024	74109	Taylor's Inc	Inv 74109	Water	X	20000 · Accoun...	0.00	16,444.54
Bill	07/17/2024	10294...	Greenridge Contractors	INV 10294160 ...	Water		20000 · Accoun...	7,813.98	24,258.52
Bill	07/22/2024	2188	Mountainside Backflow	INV 2188	Water		20000 · Accoun...	480.00	24,738.52
Total 636 · Contracted Services								24,738.52	24,738.52
Total Maintenance of Mains								25,445.09	25,445.09
<b>127 · Bond Renewal &amp; Replacement Fund</b>									
General Journal	07/31/2024			Reserves	Water		Bond Renewal ...	2,600.00	2,600.00
Total 127 · Bond Renewal & Replacement Fund								2,600.00	2,600.00
<b>408.10 · Assessments</b>									
Bill	07/01/2024	295	Public Service Comm...	Intrastate Reve...	Water		20000 · Accoun...	2,263.01	2,263.01
Total 408.10 · Assessments								2,263.01	2,263.01
<b>408.12 · PR Taxes Employer Expense</b>									
General Journal	07/03/2024			payroll 2024 7/3	Water		001 General Fu...	836.03	836.03
General Journal	07/18/2024			payroll 2024 7/...	Water		001 General Fu...	926.77	1,762.80
Total 408.12 · PR Taxes Employer Expense								1,762.80	1,762.80
<b>427.3 · Municipal Bond Commission</b>									
Check	07/03/2024	EFT	West Virginia Muni...	HAF-W-86-B-J...	Water		Water Fund Ch...	4,492.97	4,492.97
Total 427.3 · Municipal Bond Commission								4,492.97	4,492.97
<b>601.3 · Plant - Salaries &amp; Wages</b>									
General Journal	07/03/2024			payroll 2024 7/3	Water		001 General Fu...	6,623.99	6,623.99
General Journal	07/18/2024			payroll 2024 7/...	Water		001 General Fu...	7,552.24	14,176.23
Total 601.3 · Plant - Salaries & Wages								14,176.23	14,176.23
<b>601.7 · Office - Salaries &amp; Wages</b>									
General Journal	07/03/2024			payroll 2024 7/3	Water		001 General Fu...	4,429.80	4,429.80
General Journal	07/18/2024			payroll 2024 7/...	Water		001 General Fu...	4,687.90	9,117.70
Bill	07/28/2024	80905	Advantage Technolog...	INV 80905 Te...	Water		20000 · Accoun...	1,008.35	10,126.05
Total 601.7 · Office - Salaries & Wages								10,126.05	10,126.05
<b>604.8 · Pension Exp</b>									
General Journal	07/03/2024			payroll 2024 7/3	Water		001 General Fu...	994.83	994.83
General Journal	07/18/2024			payroll 2024 7/...	Water		001 General Fu...	1,101.61	2,096.44
Total 604.8 · Pension Exp								2,096.44	2,096.44
<b>605.8 · Employee PEIA Benefits</b>									
<b>OPEB - Water</b>									
Check	07/15/2024	eft	PEIA	Water 2024 July	Water		Harpers Ferry P...	170.00	170.00
Total OPEB - Water								170.00	170.00
<b>605.8 · Employee PEIA Benefits - Other</b>									
Check	07/15/2024	EFT	PEIA	Water PEIA Pr...	Water		Harpers Ferry P...	3,575.96	3,575.96
Total 605.8 · Employee PEIA Benefits - Other								3,575.96	3,575.96
Total 605.8 · Employee PEIA Benefits								3,745.96	3,745.96
<b>615.3 · Utilities W</b>									
Bill	07/02/2024	00010...	Harpers Ferry Water ...	Jun Usage To...	Water		20000 · Accoun...	31.74	31.74
Bill	07/08/2024	11008...	Potomac Edison	Jun usage Pot ...	Water		20000 · Accoun...	19.43	51.17
Bill	07/08/2024	11008...	Potomac Edison	Jun usage wat...	Water		20000 · Accoun...	2,405.01	2,456.18
Bill	07/08/2024	11015...	Potomac Edison	Jun water tank...	Water		20000 · Accoun...	14.14	2,470.32
Bill	07/25/2024	34103...	Waste Management ...	JULY 2024 To...	Water		20000 · Accoun...	71.72	2,542.04
Total 615.3 · Utilities W								2,542.04	2,542.04
<b>618.3 · Plant Chemicals</b>									
Bill	07/05/2024	10026...	CITCO Water	INV 10263144....	Water		20000 · Accoun...	973.71	973.71
Bill	07/05/2024	10026...	CITCO Water	INV 10026314...	Water		20000 · Accoun...	1,092.51	2,066.22
Bill	07/05/2024	S1002...	CITCO Water	INVS10026345...	Water		20000 · Accoun...	285.00	2,351.22
Bill	07/17/2024	10026...	CITCO Water	INV 10026314...	Water		20000 · Accoun...	297.84	2,649.06
Total 618.3 · Plant Chemicals								2,649.06	2,649.06
<b>620.3 · Plant - Material &amp; Supplies</b>									
Bill	07/01/2024	409909	USA Bluebook	INV 00409909	Water		20000 · Accoun...	802.03	802.03
Bill	07/02/2024	14092...	Hach	INV 14092620	Water		20000 · Accoun...	187.32	989.35
Credit Card Charge	07/03/2024	64148	Hach	Paradis, lab su...	Water		P-Card	187.32	1,176.67
Credit Card Charge	07/26/2024	84706	Lowes	Styer, flashlight	Water		P-Card	49.98	1,226.65
Total 620.3 · Plant - Material & Supplies								1,226.65	1,226.65
<b>620.7 · Postage And Cust Acctg Supplies</b>									
Bill	07/01/2024	202407	Bank of Charles Town	Jul billing, Jun ...	Water		20000 · Accoun...	487.44	487.44
Credit Card Charge	07/22/2024		US Post Office	Kelly, Tariff to ...	Water		P-Card	3.71	491.15
Total 620.7 · Postage And Cust Acctg Supplies								491.15	491.15
<b>620.8 · Office Supplies &amp; Expenses</b>									
<b>631.2 · Payroll Processing-Water</b>									
General Journal	07/03/2024			payroll process...	Water		001 General Fu...	27.99	27.99

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Accrual Basis

# Corp. of Harpers Ferry Profit & Loss Detail (Water Only)

July 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
General Journal	07/18/2024			payroll process...	Water		001 General Fu...	28.71	56.70
Total 631.2 · Payroll Processing-Water								56.70	56.70
<b>620.8 · Office Supplies &amp; Expenses - Other</b>									
Bill	07/07/2024	070924	Crystal Springs	June	Water		20000 · Accoun...	18.74	18.74
Bill	07/09/2024	U36670	Continental Utility Sol...	upgrade to UB...	Water		20000 · Accoun...	11,500.00	11,518.74
Bill	07/25/2024	74960...	All-Shred, INC	INV 7496071624	Water		20000 · Accoun...	97.16	11,615.90
Bill	07/28/2024	80503	Advantage Technolog...	Annual Mitel P...	Water		20000 · Accoun...	259.95	11,875.85
Credit Card Charge	07/30/2024	24446	Amazon.com	Breeden, paper	Water		P-Card	49.99	11,925.84
Bill	07/31/2024	33487W	CoxHollidayoung PLLC	Jul 2024 RN A...	Water		20000 · Accoun...	63.33	11,989.17
Bill	07/31/2024	81534	Advantage Technolog...	INV 81534 Sup...	Water		20000 · Accoun...	316.42	12,305.59
Total 620.8 · Office Supplies & Expenses - Other								12,305.59	12,305.59
Total 620.8 · Office Supplies & Expenses								12,362.29	12,362.29
<b>620.8PM · Plant Maintenance MS</b>									
Bill	07/08/2024	H4-29...	Cummins	Invoice H4-297...	Water		20000 · Accoun...	1,135.88	1,135.88
Bill	07/10/2024	00492...	DEP / Div. of Water a...	INV 00492518 ...	Water		20000 · Accoun...	150.00	1,285.88
Total 620.8PM · Plant Maintenance MS								1,285.88	1,285.88
<b>631.3 · Lab Services</b>									
Bill	07/01/2024	23304...	Pace Analytical	INV 2330487586	Water		20000 · Accoun...	143.90	143.90
Bill	07/01/2024	24305...	Pace Analytical	INV 2430508299	Water		20000 · Accoun...	207.70	351.60
Bill	07/03/2024	24305...	Pace Analytical	INV 2430536364	Water		20000 · Accoun...	819.40	1,171.00
Bill	07/12/2024	WAT2...	West Virginia DHHR	INV WAT25-063	Water		20000 · Accoun...	23.00	1,194.00
Bill	07/15/2024	WAT2...	West Virginia DHHR	INV WAT25-101	Water		20000 · Accoun...	23.00	1,217.00
Bill	07/24/2024	WAT2...	West Virginia DHHR	INV WAT25-267	Water		20000 · Accoun...	46.00	1,263.00
Bill	07/25/2024	ENV25...	West Virginia DHHR	INV ENV25-108	Water		20000 · Accoun...	20.00	1,283.00
Bill	07/26/2024	WAT2...	West Virginia DHHR	INV WAT25-329	Water		20000 · Accoun...	23.00	1,306.00
Total 631.3 · Lab Services								1,306.00	1,306.00
<b>631.4PM · Plant Maintenance CS</b>									
Check	07/01/2024	15024	H&H Technologies	80 hrs @\$30	Water		Water Fund Ch...	2,400.00	2,400.00
Check	07/01/2024	15024	H&H Technologies	9 trips @ \$15	Water		Water Fund Ch...	135.00	2,535.00
Bill	07/11/2024	July2024	Dodson Septic Tank ...	July 2024 Sept...	Water		20000 · Accoun...	475.00	3,010.00
Check	07/19/2024	15050	H&H Technologies	77.75 hours @...	Water		Water Fund Ch...	2,332.50	5,342.50
Check	07/19/2024	15050	H&H Technologies	9 Trips @ \$15	Water		Water Fund Ch...	135.00	5,477.50
Bill	07/30/2024	24-4814	Dennis Sales and Ser...	INV 24-4814 In...	Water		20000 · Accoun...	171.71	5,649.21
Check	07/31/2024	15065	H&H Technologies	93 hr @ \$30/ea	Water		Water Fund Ch...	2,790.00	8,439.21
Check	07/31/2024	15065	H&H Technologies	10 Trips @ \$15	Water		Water Fund Ch...	150.00	8,589.21
Total 631.4PM · Plant Maintenance CS								8,589.21	8,589.21
<b>642.8 · Leased Equipment W</b>									
Bill	07/01/2024	34095...	Waste Management ...	INV 3409563-2...	Water		20000 · Accoun...	110.92	110.92
Bill	07/08/2024	42493AF	AC & T Co., Inc.	INV 42493AF s...	Water		20000 · Accoun...	50.00	160.92
Total 642.8 · Leased Equipment W								160.92	160.92
<b>650.8 · Auto &amp; Transportation Expenses</b>									
Bill	07/01/2024	NP667...	Fuelman	June usage	Water		20000 · Accoun...	639.34	639.34
Total 650.8 · Auto & Transportation Expenses								639.34	639.34
<b>660.8 · Advertising &amp; Legal Publication</b>									
Bill	07/08/2024	WV24-...	Miss Utility	Jun 2024 Calls	Water		20000 · Accoun...	43.25	43.25
Bill	07/17/2024	67669	Jefferson Publishing ...	Inv 67669 Adv...	Water		20000 · Accoun...	212.50	255.75
Credit Card Charge	07/24/2024		Journal, The	WDA Distro Sy...	Water		P-Card	336.21	591.96
Total 660.8 · Advertising & Legal Publication								591.96	591.96
<b>675.3 · Training, Education, &amp; Certif</b>									
Check	07/15/2024	15045	Shawn _ Veney	Veney, Class II...	Water		Water Fund Ch...	215.70	215.70
Check	07/15/2024	15046	Ryan Slusher	Slusher Class I...	Water		Water Fund Ch...	209.00	424.70
Total 675.3 · Training, Education, & Certif								424.70	424.70
<b>675.8 · Telephone W</b>									
Credit Card Charge	07/01/2024	JULY ...	US Cellular	APR usage, ce...	Water		P-Card	223.78	223.78
Bill	07/12/2024	072024	Frontier	Telephone JUL...	Water		20000 · Accoun...	205.56	429.34
Bill	07/15/2024	02272...	Comcast Internet	Telephone JULY	Water		20000 · Accoun...	153.39	582.73
Bill	07/20/2024	07305...	Frontier	Telephone JUL...	Water		20000 · Accoun...	65.52	648.25
Bill	07/24/2024	66898...	US Cellular	July	Water		20000 · Accoun...	249.34	897.59
Bill	07/25/2024	82993...	Comcast Internet	AUG 2024 Inte...	Water		20000 · Accoun...	49.29	946.88
Total 675.8 · Telephone W								946.88	946.88
Total 400. · Water Department								127,361.13	127,361.13
Total Expense								127,361.13	127,361.13
Net Ordinary Income								-29,509.18	-29,509.18
<b>Net Income</b>								<b>-29,509.18</b>	<b>-29,509.18</b>

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Accrual Basis

Corp. of Harpers Ferry  
P & L Budget vs. Actual (General, Excluding Water & Coal)  
July 2024

	Jul 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
General				
296 · Restricted Fund Balance	0.00	40,000.00	-40,000.00	0.0%
297 · Committed Fund Balance	0.00	1,000.00	-1,000.00	0.0%
298 · Assigned Fund Balance	0.00	324,350.00	-324,350.00	0.0%
299 · Unassigned Fund Balance	0.00	900,750.00	-900,750.00	0.0%
301-01 · Property Tax Current Year	1,750.13	85,593.00	-83,842.87	2.0%
303 · Oil & Gas Severance Tax	0.00	2,500.00	-2,500.00	0.0%
304 · Excise Tax on Utilities	10.29	6,500.00	-6,489.71	0.2%
305 · Business and Occupation Tax	32,720.77	180,000.00	-147,279.23	18.2%
306 · Liquor & Wine Tax	3,058.33	10,000.00	-6,941.67	30.6%
307 · Animal Control Tax	0.00	110.00	-110.00	0.0%
308 · Hotel Motel	9,824.83	60,000.00	-50,175.17	16.4%
314 · Sales Tax Revenue	77,168.18	275,000.00	-197,831.82	28.1%
320 · Fines, Fees & Court Cost	950.00	20,000.00	-19,050.00	4.8%
320_399 · Police Department Rev Sources	144.51	27,000.00	-26,855.49	0.5%
325 · Licenses	885.00	6,500.00	-5,615.00	13.6%
326 · Building Permit Fees	-80.00	5,000.00	-5,080.00	-1.6%
327 · Miscellaneous Permits (Parking)	4.00	800.00	-796.00	0.5%
328 · Franchise Fees	0.00	3,300.00	-3,300.00	0.0%
330 · IRP Fees	1,529.33	5,000.00	-3,470.67	30.6%
340 · Parks and Rec.	0.00	5,000.00	-5,000.00	0.0%
342 · Parking Meter Revenue	26,054.56	200,000.00	-173,945.44	13.0%
345 · Rents & Concessions	7,910.86	88,000.00	-80,089.14	9.0%
365 · Federal Government Grants	0.00	4,000.00	-4,000.00	0.0%
368 · Contributions from other Entiti	0.00	80,000.00	-80,000.00	0.0%
376 · Table Gaming Income	1,072.80	13,000.00	-11,927.20	8.3%
380 · Interest Earned on Investments	411.94	5,500.00	-5,088.06	7.5%
382 · Refunds and Rebates	0.00	1,600.00	-1,600.00	0.0%
397 · Lottery	82.88	35,000.00	-34,917.12	0.2%
399 · Miscellaneous Revenue	0.00	1,000.00	-1,000.00	0.0%
405 · Board of Zoning-Appeal	0.00	100.00	-100.00	0.0%
Total General	163,498.41	2,386,603.00	-2,223,104.59	6.9%
Total Income	163,498.41	2,386,603.00	-2,223,104.59	6.9%
Gross Profit	163,498.41	2,386,603.00	-2,223,104.59	6.9%
Expense				
001.760 Parking	1,466.83	13,384.34	-11,917.51	11.0%
405 - Board of Zoning Appeals	0.00	300.00	-300.00	0.0%
Capital Projects Expenditures	0.00	735,060.00	-735,060.00	0.0%



**Corp. of Harpers Ferry**  
**P & L Budget vs. Actual (General, Excluding Water & Coal)**  
**July 2024**

	Jul 24	Budget	\$ Over Budget	% of Budget
Culture & Rec Exp				
900 . Parks	351.79	6,630.00	-6,278.21	5.3%
901 . Visitors Bureau -H	10,685.78	30,000.00	-19,314.22	35.6%
906 . Arts & Humanities -H	2,000.00	67,500.00	-65,500.00	3.0%
911 . Historical Landmarks Com.	0.00	500.00	-500.00	0.0%
916 . Library	0.00	4,500.00	-4,500.00	0.0%
Total Culture & Rec Exp	13,037.57	109,130.00	-96,092.43	11.9%
001.402 . Economic Development	650.47	15,000.00	-14,349.53	4.3%
001.409 . Office of Mayor	1,794.17	22,600.00	-20,805.83	7.9%
001.410 . Members of Council	0.00	21,900.00	-21,900.00	0.0%
001.411 . Office of Recorder	0.00	6,515.00	-6,515.00	0.0%
001.413 . Office of Treasurer	7,551.38	73,636.74	-66,085.36	10.3%
001.415 . Office of City Clerk	5,639.88	73,181.65	-67,541.77	7.7%
001.426 . Litigation Reserve	0.00	5,000.00	-5,000.00	0.0%
001.435 . Region 9 Dev. Authority	252.86	230.00	22.86	109.9%
001.437 . Planning Commission	-3,500.00	10,500.00	-14,000.00	-33.3%
001.438 . Elections	0.00	5,000.00	-5,000.00	0.0%
001.440 . City Hall	18,750.67	327,117.61	-308,366.94	5.7%
001.699 . Contingencies	0.00	172,008.36	-172,008.36	0.0%
001.700 . Police Dept	42,899.36	593,029.81	-550,130.45	7.2%
001.706 . Fire Dept	0.00	4,000.00	-4,000.00	0.0%
001.750 . Street Department	7,565.18	117,809.49	-110,244.31	6.4%
001.751 . Street Lights	1,353.10	18,200.00	-16,846.90	7.4%
001.752 . Street Signs	0.00	1,000.00	-1,000.00	0.0%
001.753 . Snow Removal	0.00	45,000.00	-45,000.00	0.0%

001.759 · Public Transit  
001.803 · Local Health Dept.  
417 · Office of Attorney  
Total Expense  
Net Ordinary Income  
Net Income

Jul 24	Budget	\$ Over Budget	% of Budget
0.00	4,500.00	-4,500.00	0.0%
0.00	2,500.00	-2,500.00	0.0%
0.00	10,000.00	-10,000.00	0.0%
97,461.47	2,386,603.00	-2,289,141.53	4.1%
66,036.94	0.00	66,036.94	100.0%
66,036.94	0.00	66,036.94	100.0%

# Corp. of Harpers Ferry Profit & Loss Budget vs. Actual (Water Only)

Accrual Basis

July 2024

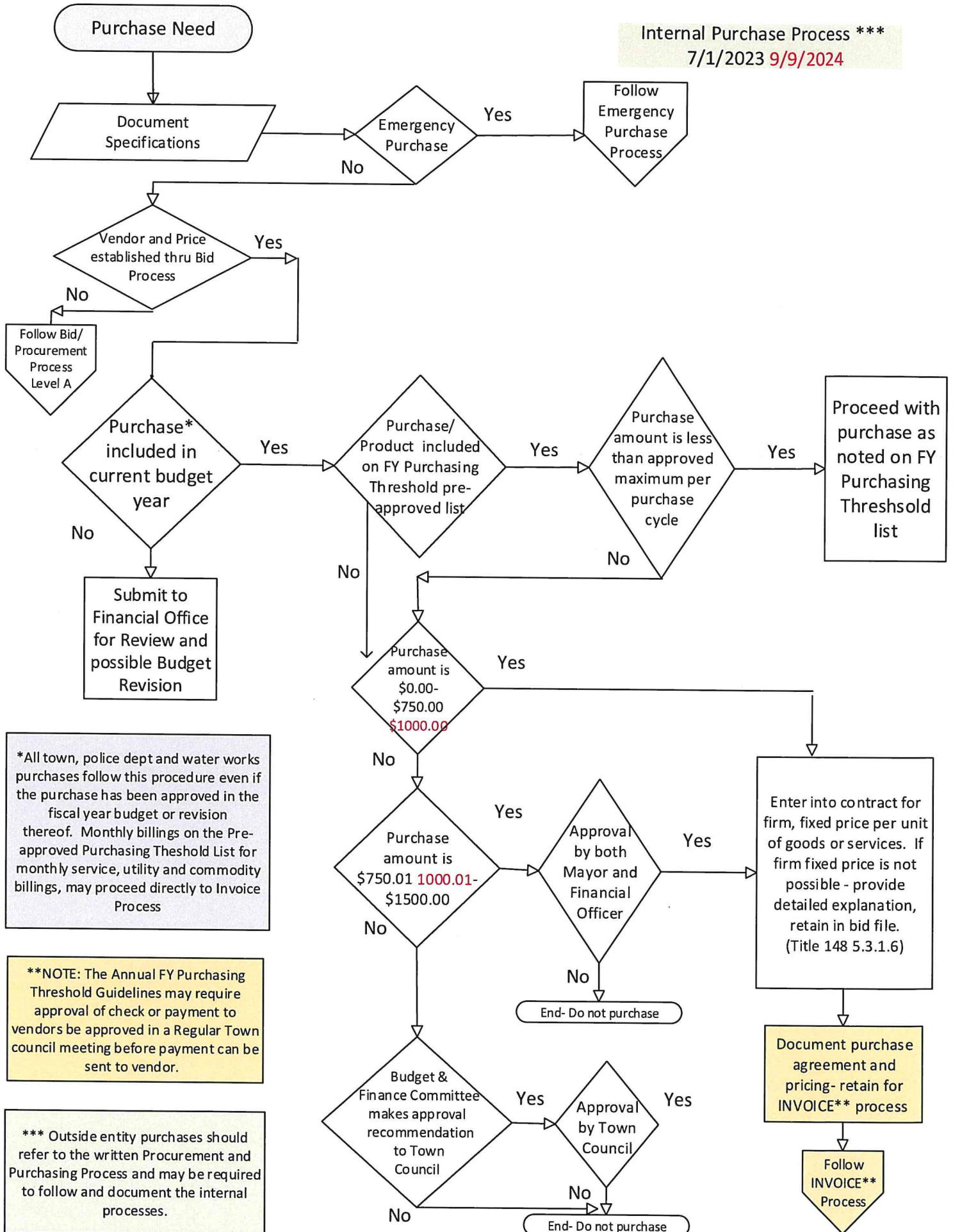
	Jul 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
131.3 Transfers to Reserve	4,800.00	72,953.00	-68,153.00	6.6%
400 - Water Department Income				
Bond Renewal & Repl 2.5% trnfr	2,600.00	27,137.50	-24,537.50	9.6%
New Water Taps	750.00	750.00	0.00	100.0%
Capacity Improvement Fees	2,925.00	2,925.00	0.00	100.0%
419 - Interest Income Bonds	0.00	1,000.00	-1,000.00	0.0%
421 - Non Utility Income	213.12	1,200.00	-986.88	17.8%
461 - Customers - Water Bill Payments	86,563.83	1,092,200.00	-1,005,636.17	7.9%
462.1 - Annual Fire Service Fee	0.00	3,000.00	-3,000.00	0.0%
471 - PSD bill processing	0.00	36,000.00	-36,000.00	0.0%
471.b - Misc Revenue Recovery Reimb	0.00	36,150.00	-36,150.00	0.0%
400 - Water Department Income - Other	0.00	0.00	0.00	0.0%
<b>Total 400 - Water Department Income</b>	<b>93,051.95</b>	<b>1,200,362.50</b>	<b>-1,107,310.55</b>	<b>7.8%</b>
<b>Total Income</b>	<b>97,851.95</b>	<b>1,273,315.50</b>	<b>-1,175,463.55</b>	<b>7.7%</b>
<b>Gross Profit</b>	<b>97,851.95</b>	<b>1,273,315.50</b>	<b>-1,175,463.55</b>	<b>7.7%</b>
<b>Expense</b>				
400. - Water Department				
Bond Interest	21,053.00	314,240.00	-293,187.00	6.7%
631.1 - Prof Services-Accounting-Water	333.29	14,000.00	-13,666.71	2.4%
131.3 Water Transf to Reserve	4,800.00	72,953.00	-68,153.00	6.6%
334. New Meters	0.00	2,000.00	-2,000.00	0.0%
334.0 Maintenance of Meters	0.00	2,000.00	-2,000.00	0.0%
341.2 Capital Outlay - Auto	1,250.21	13,500.00	-12,249.79	9.3%
605.8 Accrued Leave - Water	0.00	5,000.00	-5,000.00	0.0%
620.7a - Bank Service Charges	0.00	50.00	-50.00	0.0%
670.7 Bad Debt	0.00	2,500.00	-2,500.00	0.0%
675.3 Miscellaneous & General	0.00	200.00	-200.00	0.0%
675.3 Uniforms	0.00	1,500.00	-1,500.00	0.0%
675.3Memberships/Dues/subscription	0.00	500.00	-500.00	0.0%
Maintenance of Mains				
675.6 - Miscellaneous Expense	0.00	2,000.00	-2,000.00	0.0%
642.6 - Rental Equipment	0.00	1,000.00	-1,000.00	0.0%
620.6 - Materials and Supplies	706.57	17,000.00	-16,293.43	4.2%
636 - Contracted Services	24,738.52	43,861.76	-19,123.24	56.4%
<b>Total Maintenance of Mains</b>	<b>25,445.09</b>	<b>63,861.76</b>	<b>-38,416.67</b>	<b>39.8%</b>
127 - Bond Renewal & Replacement Fund	2,600.00	27,137.50	-24,537.50	9.6%
408.10 - Assessments	2,263.01	2,000.00	263.01	113.2%
408.12 - PR Taxes Employer Expense	1,762.80	23,011.75	-21,248.95	7.7%
427.3 - Municipal Bond Commission	4,492.97	45,000.00	-40,507.03	10.0%
601.3 - Plant - Salaries & Wages	14,176.23	180,847.68	-166,671.45	7.8%
601.7 - Office - Salaries & Wages	10,126.05	106,799.24	-96,673.19	9.5%
604.8 - Pension Exp	2,096.44	32,863.79	-30,767.35	6.4%
605.8 - Employee PEIA Benefits	3,745.96	52,000.00	-48,254.04	7.2%
615.3 - Utilities W	2,542.04	34,000.00	-31,457.96	7.5%
618.3 - Plant Chemicals	2,649.06	22,000.00	-19,350.94	12.0%
620.3 - Plant - Material & Supplies	1,226.65	9,000.00	-7,773.35	13.6%
620.6 - Maintenance of Hydrants	0.00	2,000.00	-2,000.00	0.0%
620.7 - Postage And Cust Acctg Supplies	491.15	8,000.00	-7,508.85	6.1%
620.8 - Office Supplies & Expenses	12,362.29	32,986.33	-20,624.04	37.5%
620.8PM - Plant Maintenance MS	1,285.88	4,500.00	-3,214.12	28.6%
631.3 - Lab Services	1,306.00	8,000.00	-6,694.00	16.3%
631.4PM - Plant Maintenance CS	8,589.21	133,264.45	-124,675.24	6.4%
631.8 - Legal Fees and Studies	0.00	5,000.00	-5,000.00	0.0%
631.8 - Security 911 Notification	0.00	1,000.00	-1,000.00	0.0%
642.8 - Leased Equipment W	160.92	1,000.00	-839.08	16.1%
650.8 - Auto & Transportation Expenses	639.34	15,000.00	-14,360.66	4.3%
656.8 - Ins-Property, Liability, Workers	0.00	25,000.00	-25,000.00	0.0%
660.8 - Advertising & Legal Publication	591.96	1,000.00	-408.04	59.2%
675.3 - Training, Education, & Certif	424.70	1,000.00	-575.30	42.5%
675.8 - Telephone W	946.88	8,600.00	-7,653.12	11.0%
<b>Total 400. - Water Department</b>	<b>127,361.13</b>	<b>1,273,315.50</b>	<b>-1,145,954.37</b>	<b>10.0%</b>
<b>Total Expense</b>	<b>127,361.13</b>	<b>1,273,315.50</b>	<b>-1,145,954.37</b>	<b>10.0%</b>
<b>Net Ordinary Income</b>	<b>-29,509.18</b>	<b>0.00</b>	<b>-29,509.18</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-29,509.18</b>	<b>0.00</b>	<b>-29,509.18</b>	<b>100.0%</b>

Corporation of Harpers Ferry  
Purchasing/Procurement Process  
Updates FY 2025

Edits on Page 1, Page 5  
Page 12 is new

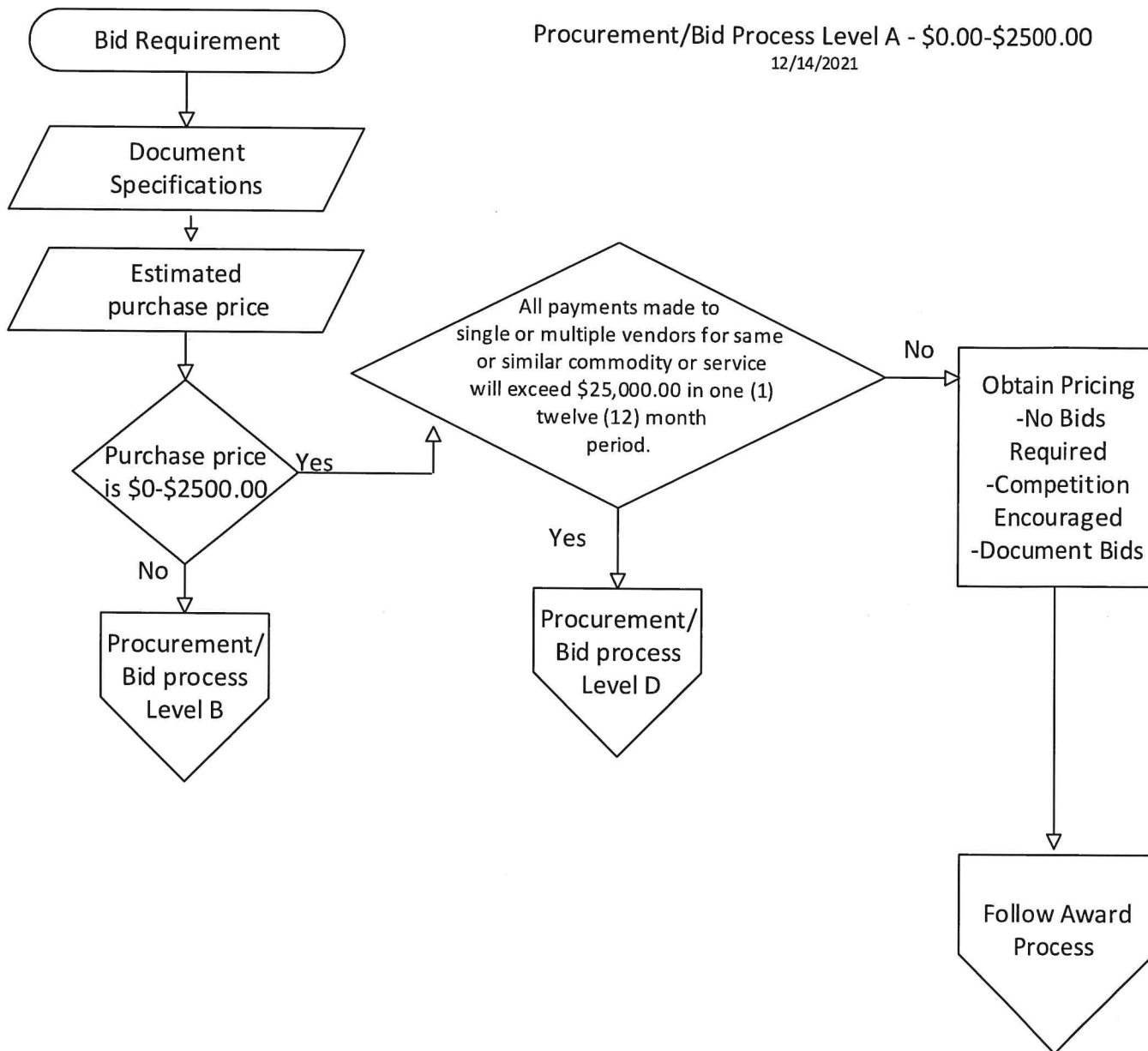
# Internal Purchase Process \*\*\*

7/1/2023 9/9/2024



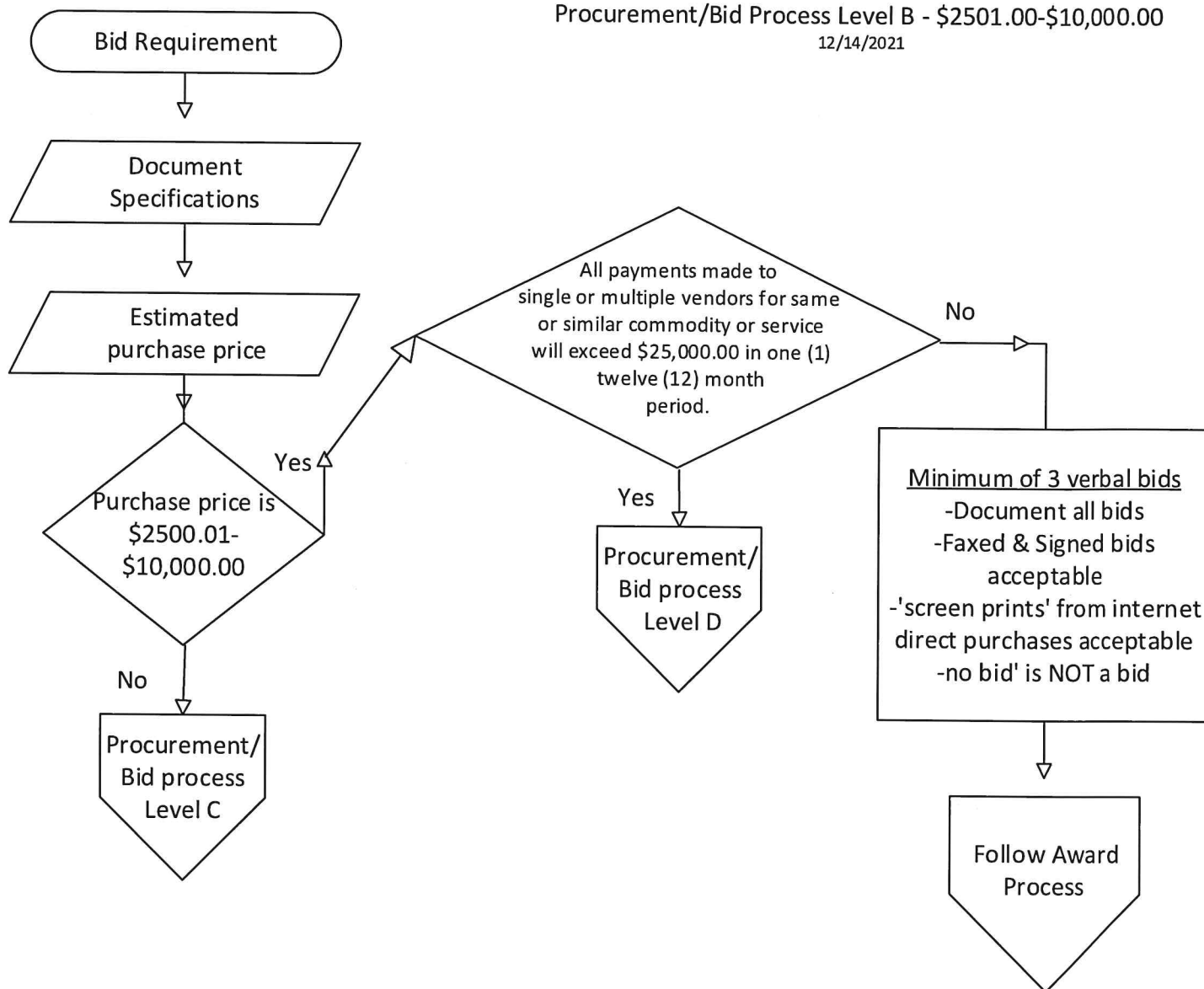
# Procurement/Bid Process Level A - \$0.00-\$2500.00

12/14/2021



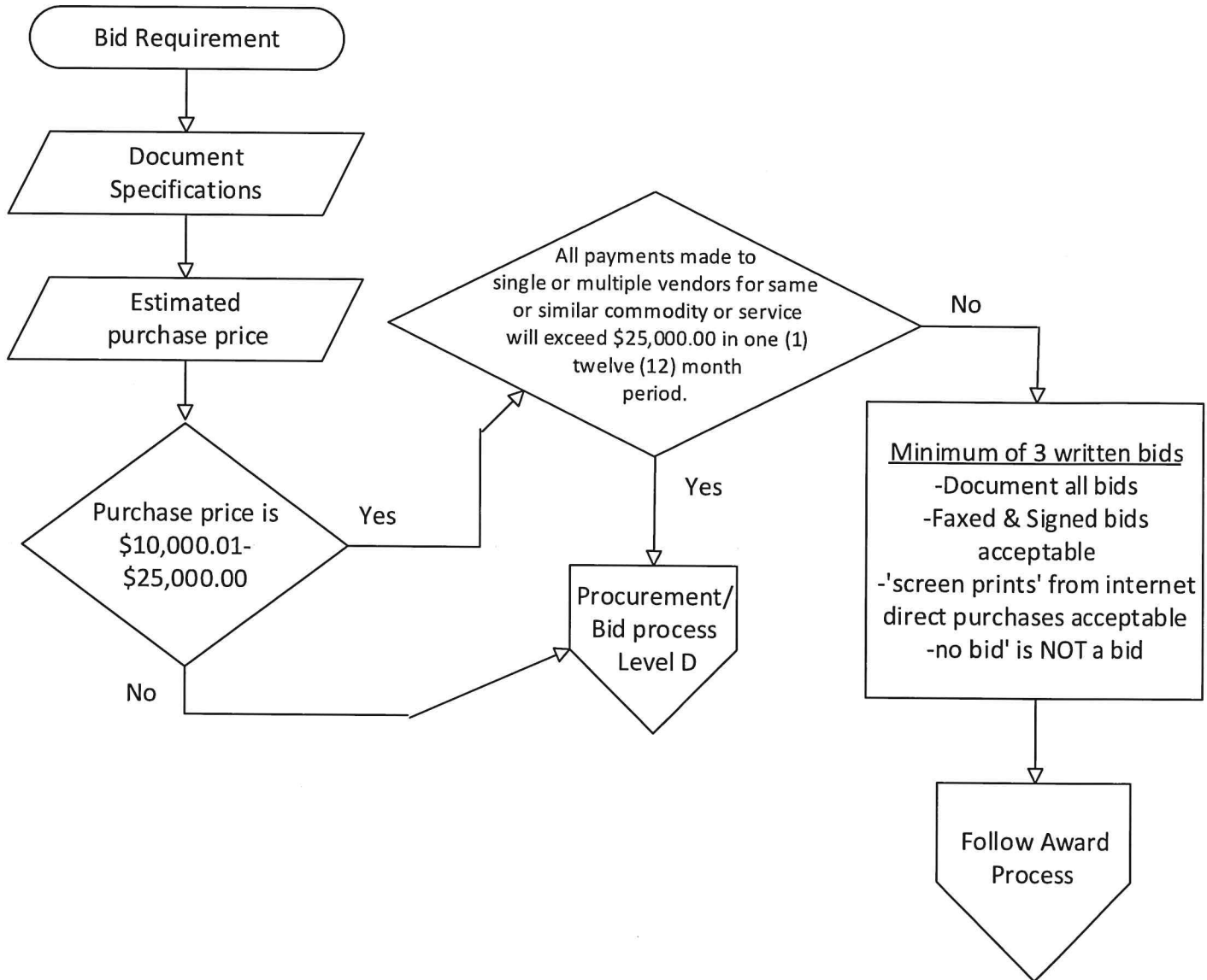
## Procurement/Bid Process Level B - \$2501.00-\$10,000.00

12/14/2021



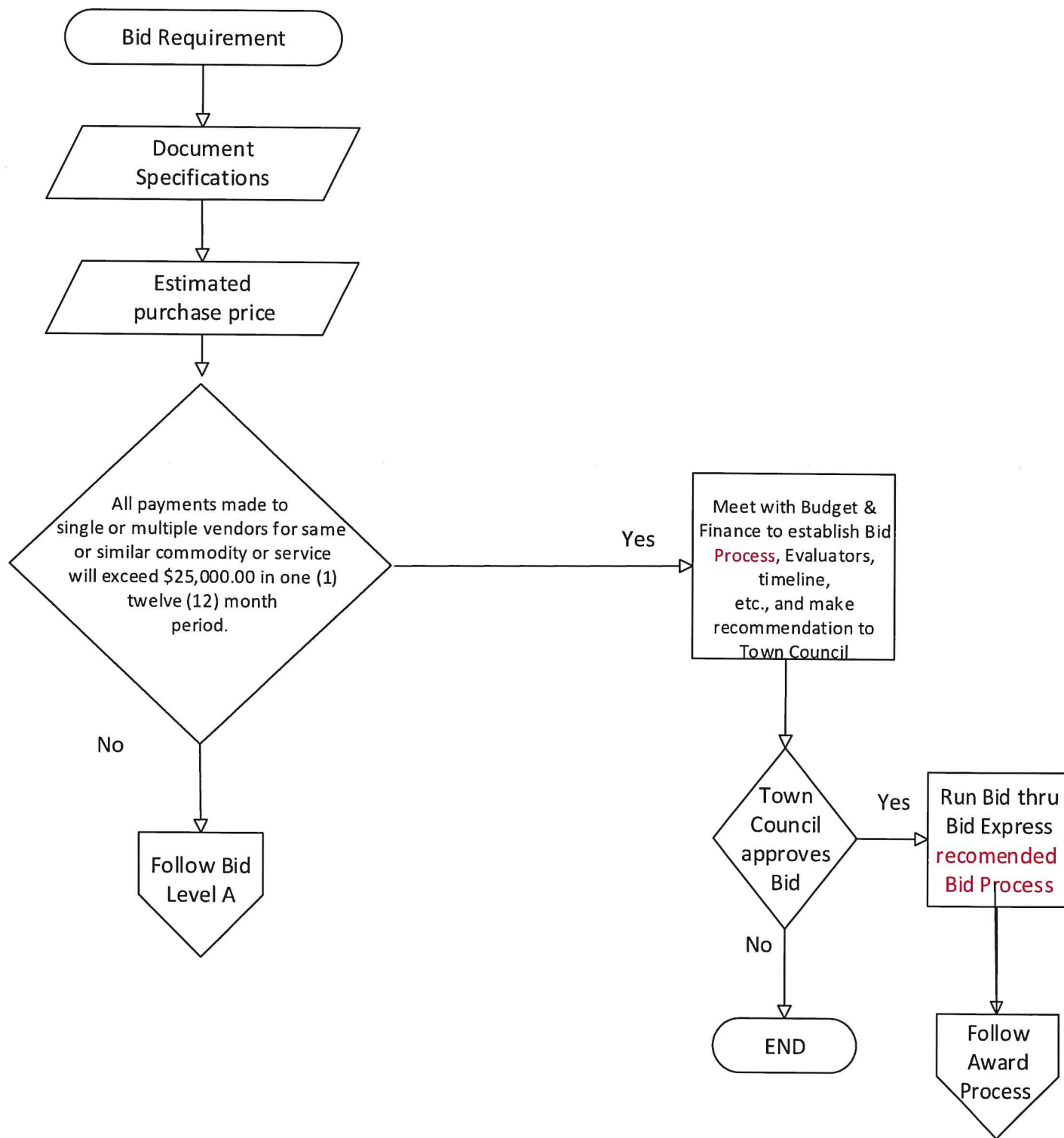
Procurement/Bid Process Level C - \$10,000.01- \$25,000.00

12/14/2021



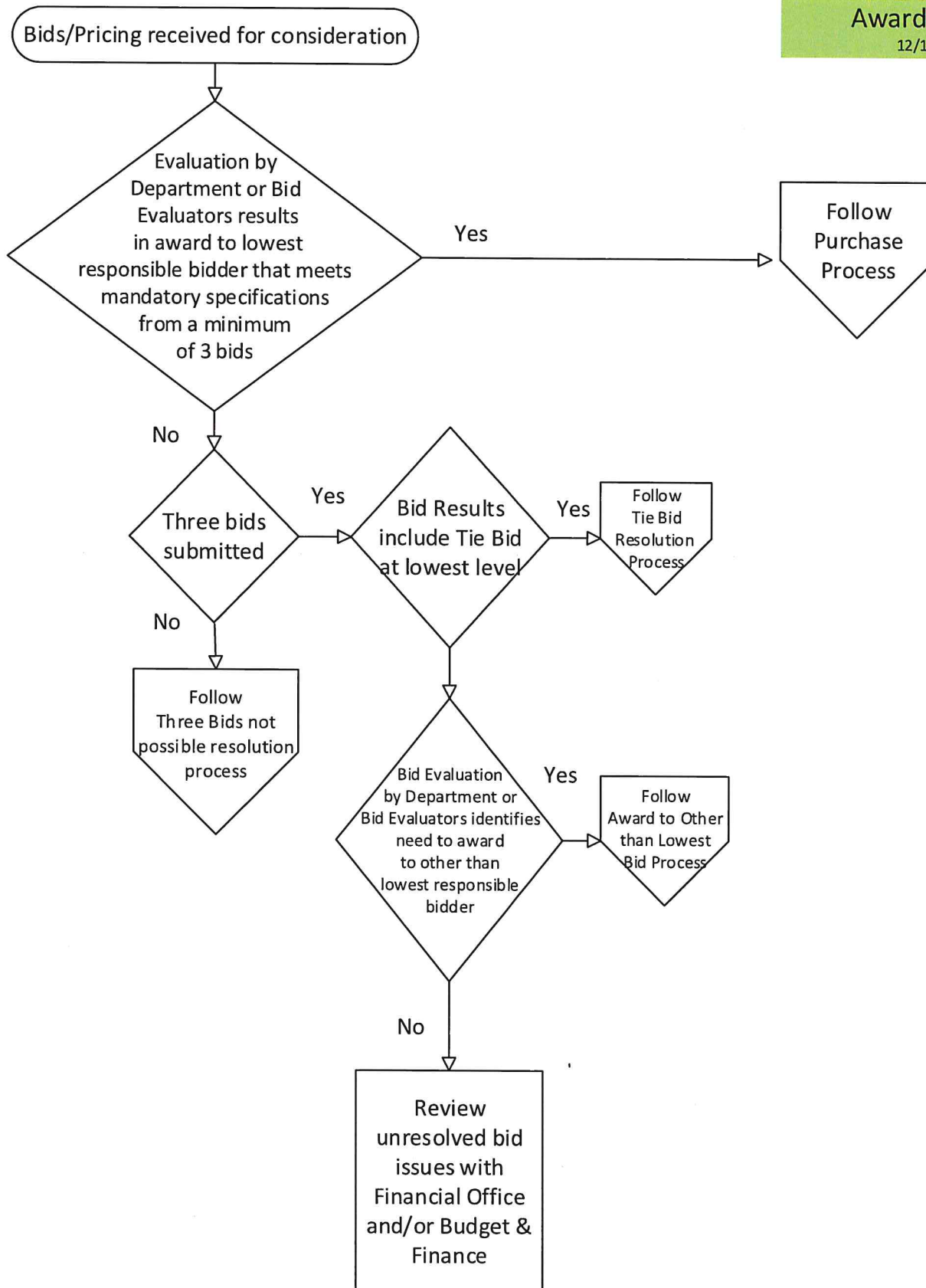


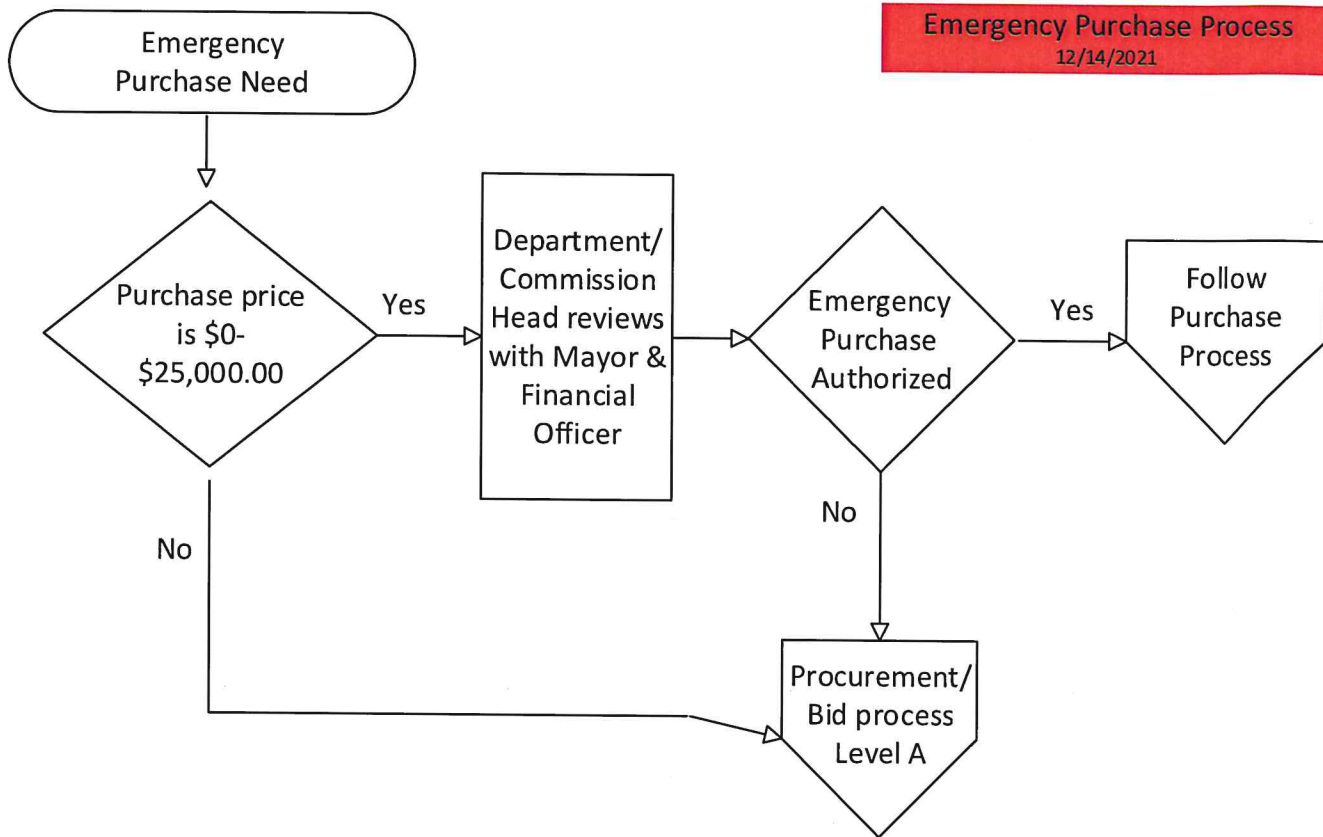
12/14/2021 9/9/2024



## Award Process

12/14/2021



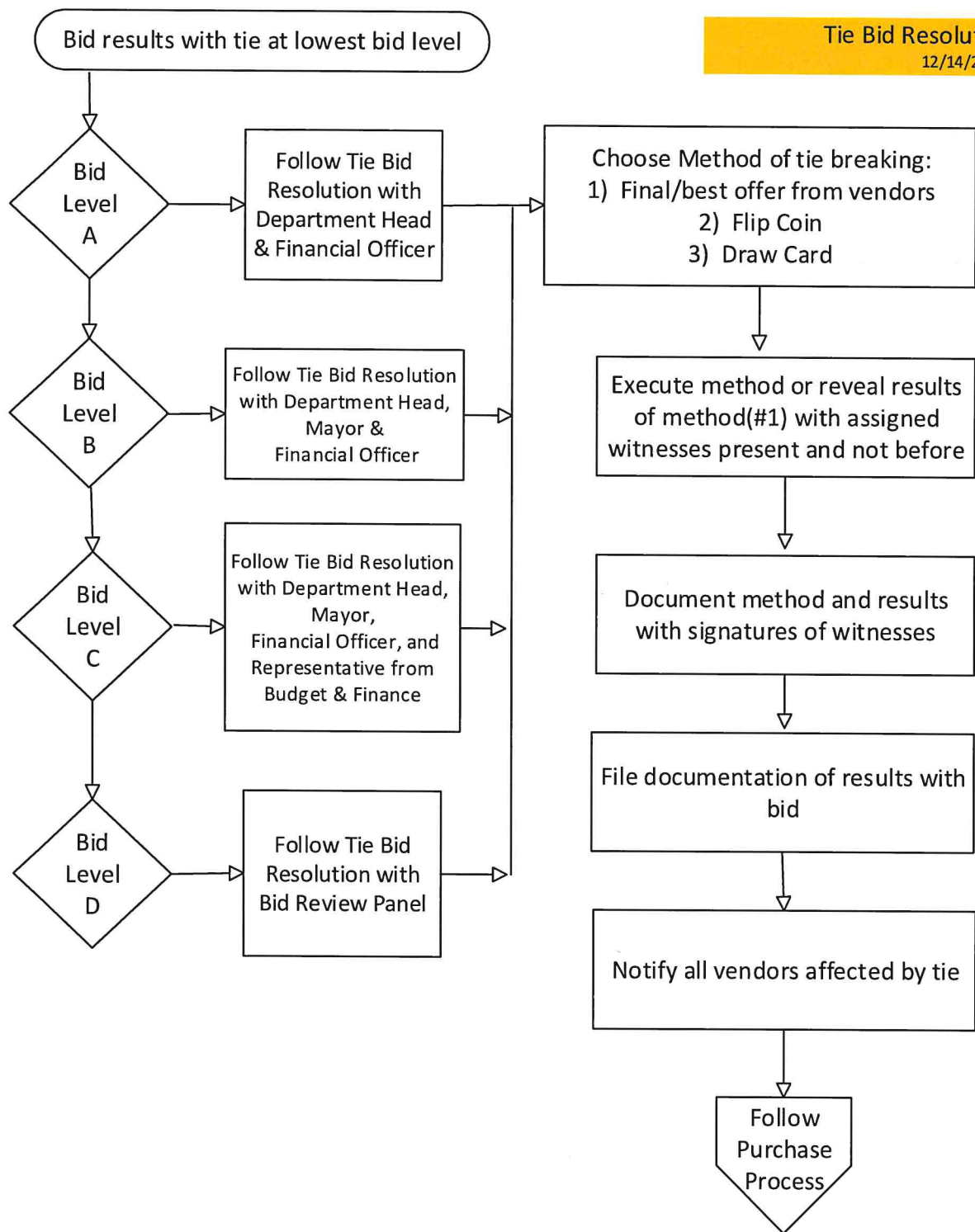


**Emergency Conditions:**

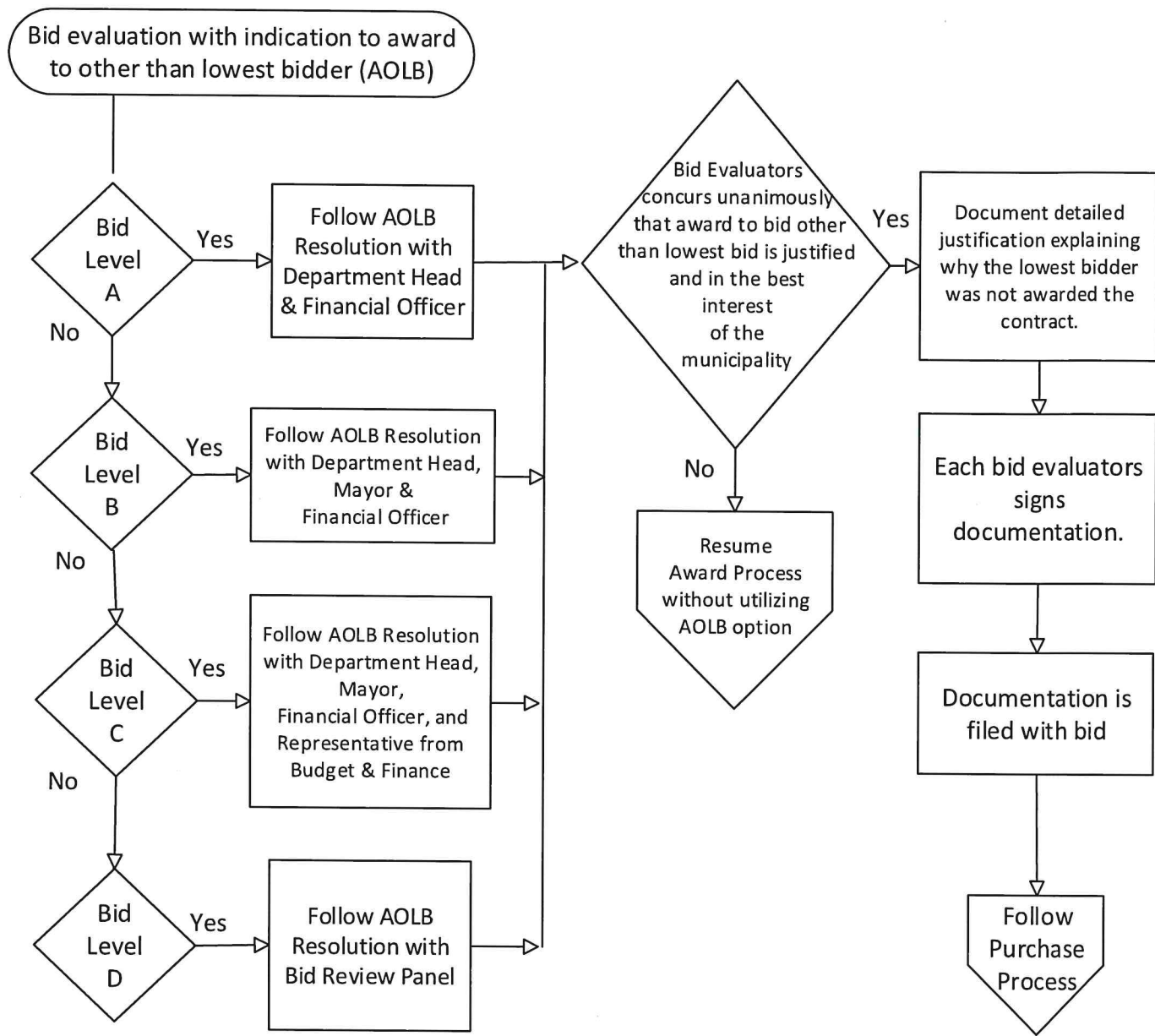
MAY NOT be used for hardship resulting from neglect, poor planning or lack of organization by the spending unit.

MAY BE public emergency to maintain public health and safety or protect town property

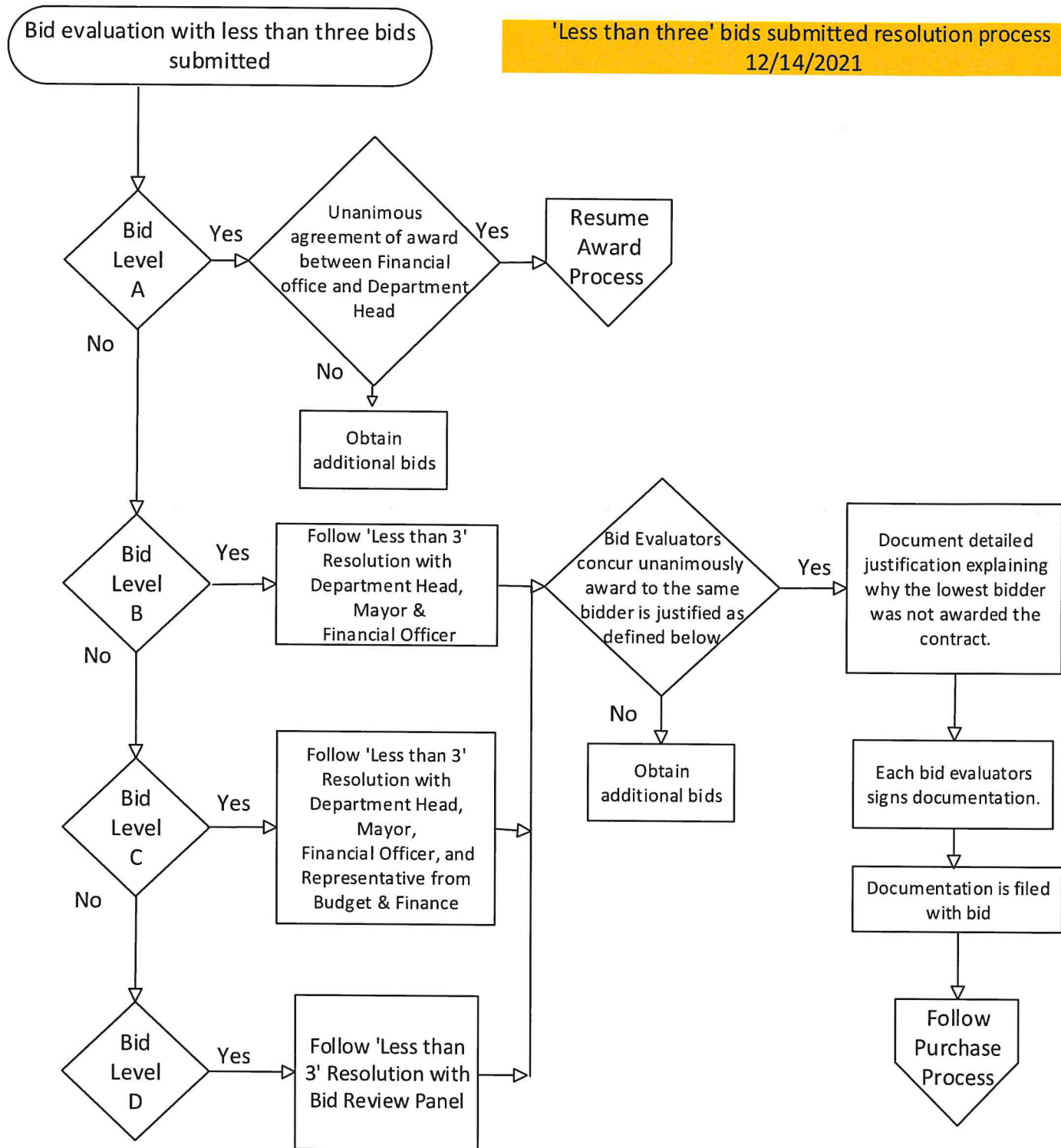
MAY BE to repair/rebuild property or critical equipment damaged unexpectedly from sudden accidental event.



Reference  
Title 148  
5.3.1.4.1



Reference  
Title 148 5.3.1.5.1



Award Criteria for less than 3 bids submitted

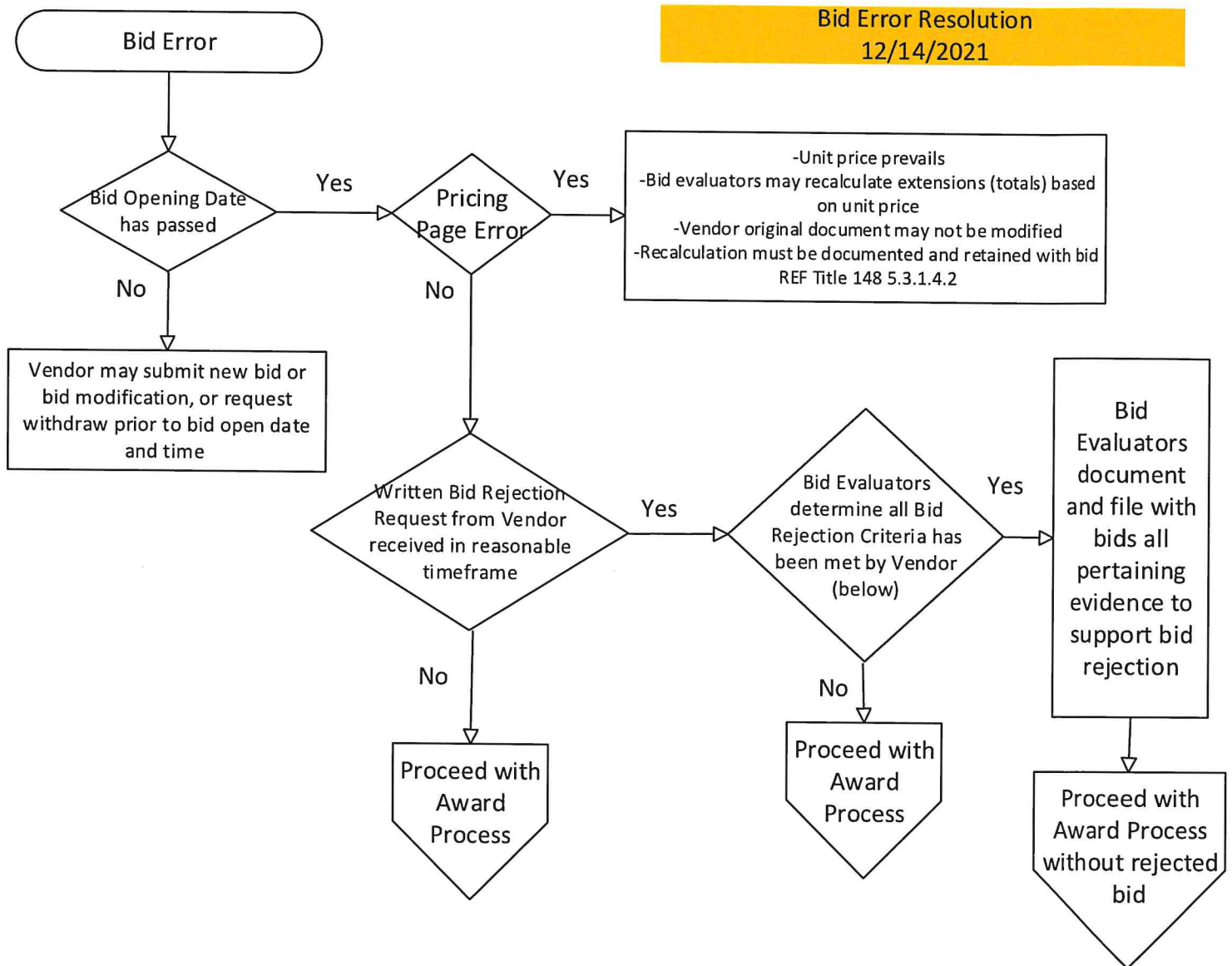
-Award is in the best interest of the municipality

- Documentation of no other source available or willing to replace existing source without a detrimental effect on spending unit

-No other vendor expressed interest in providing commodity or service in question.

Reference: Title 148 5.4.2





Bid Rejection Criteria - All criteria must be met for bid to be rejectable  
 -Vendor must specifically identify error and provide documentation to substantiate the claim and the following criteria:

- 1) Error was made
- 2) Error materially affected the bid
- 3) Rejection of the bid would not cause hardship other than losing opportunity to receive goods/services at a reduced rate
- 4) Enforcement of the bid error would be unconsonable.

REF: Title 148 5.3.1.4.2

# Purchasing and Procurement Quick Reference

This is not a substitute for the Flow Chart Processes.  
Please refer to the Flow Chart to ensure you are following procedures correctly.

## Purchasing

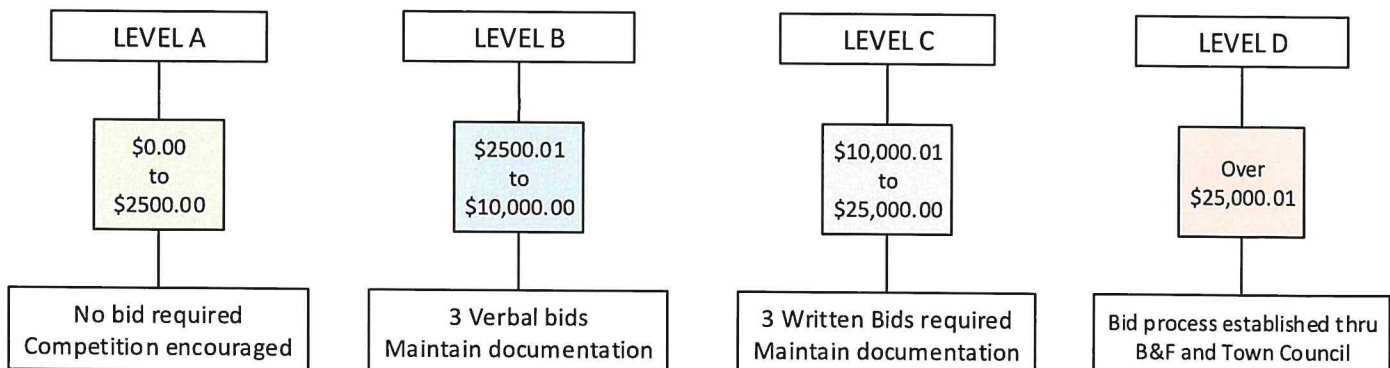
The transaction of placing and order and receiving it.

- 1) Under \$1000, included in budget plan and enough room in budget to purchase
  - a. If YES to all >> Proceed, follow Level A Procurement Process
  - b. If NO, or Not Sure>>Check with Financial Officer
- 2) Between \$1000.01 and \$1500?
  - a. Review with Financial Officer and Mayor, follow Level A Procurement Process
- 3) Over \$1500.00?
  - a. See Financial Officer or send to B&F, follow Level A Procurement Process
- 4) Emergency Purchase?
  - a. Review with Department Head, Financial Officer and Mayor

## Procurement & Bidding Basics

Strategic function to find the right suppliers, maximize value and ensure timely delivery.

Note: If all purchases over a 12 month period are anticipated to exceed \$25,000.00, see full procurement procedure.





# Purchasing Threshold Guidelines

Fiscal Year	2025	Effective DATE:	July 8, 2024 Sept 9, 2024
Mayor	Gregory Vaughn	Council	Storm DiCostanzo
Council	Zachary Morse	Council	Christopher Craig
Council	Roberta Meade-Curry	Council	George Owens
Recorder	Nina Armstrong	Financial Officer	Deb Kelly

Effective September 12, 2023, this Town Council requires the approval of any payment or check to vendors exceeding \$1000.00 to be approved at a regular Town Council meeting before it may be expedited to the vendor. This Town Council also requires the initiation of any purchase exceeding \$1500.00 to be approved in a Town Council meeting in advance of purchase. Purchase of any materials, supplies and/or services shall follow the Internal Purchase Process revised Feb 14, 2022. This includes purchases that may or may not have been included in the Fiscal Year budget.

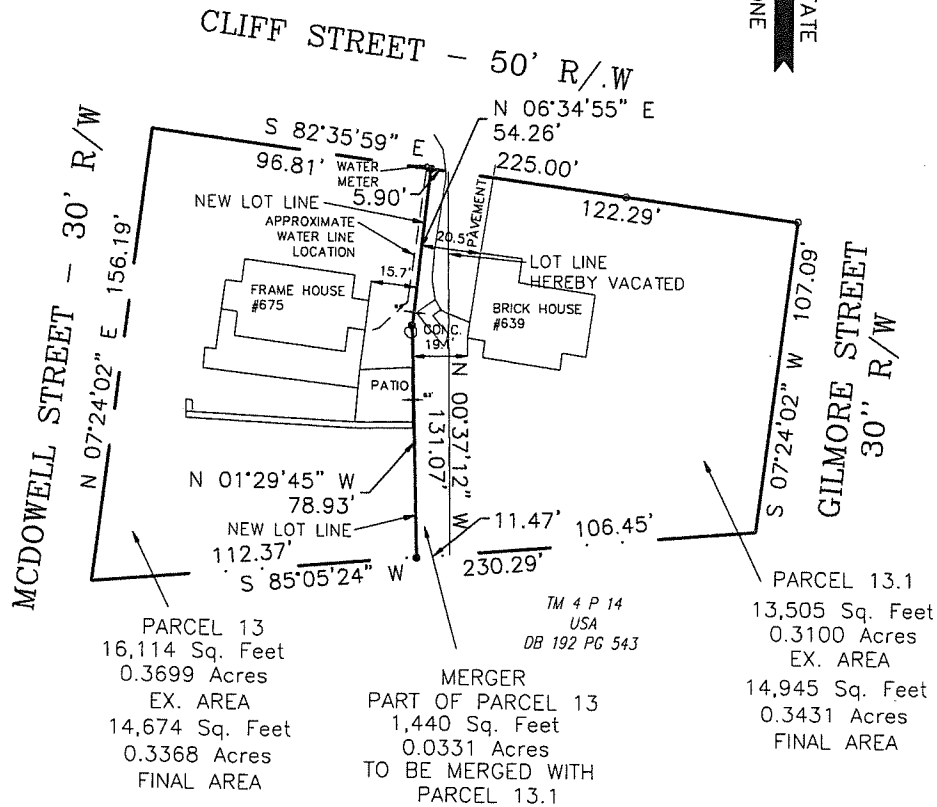
Exceptions are ordinary and regular purchases of services, utilities, leases, and commodities as described below. If an invoice exceeds its stated threshold, payment must be approved at a regular Town Council meeting before expediting to the vendor. Payments for contracted insurance policies including GCL, Auto, health, and unemployment compensation, reimbursements between Water and General fund for employee salary departmental splits, monthly Purchase card (P-card) purchases and specific purchases approved by TC motion in advance of purchase are exempt from threshold guidelines.

FY 2025 Pre-approved Purchasing Threshold List – July 8, 2024 Sept 9, 2024		
Purchase – Product / Service	Max \$/ billing	Pay Method
Internet service – Town Hall	\$150/month	Auto
Internet/phone – Water	<del>\$160</del> 250/month	Auto
Phone – Town Hall	<del>\$610</del> 600/month	Auto
Phone – Town Hall	<del>\$210</del> 175/month	Auto
Cell service & Parking I Pads	<del>\$800</del> 750/month	Auto
Wireless – PD	\$470/month	ACH/Check
Copier Leases – Town Hall	<del>\$230</del> 260/month	Auto
Copier leases – PD	\$110/month	ACH
<del>Phone lease</del>	<del>\$250/month</del>	<del>Auto</del>
Payroll processing	<del>\$275</del> 250/month	Auto
Town Hall software subscriptions	<del>\$30</del> 25/month	Auto
Security – PD	\$75/month	ACH
Leased container Town Hall	<del>\$80</del> 75/month	CC
Leased container – Water	<del>\$170</del> 100/month	Auto
Police – auto fuel	\$2400/month	ACH
Maintenance – auto fuel	\$550/month	ACH
Water – auto fuel	\$1600/month	ACH
<del>Payment Processing Police</del>	<del>\$35/month</del>	<del>Auto</del>
Renewable Bonds	\$110/bond	CC
Waste Removal – Town Hall	\$720/month	Auto
Chemicals – Water	<del>\$5500</del> 4000/quarter	Check
Accounting – GF	\$1700/month	Check
Accounting – Water	\$1300/month	Check
Legal – GF	\$900/month	Check
Legal – Water	\$550/month	Check
Electric – Water	\$2700/month	Check
Electric – GF	\$1400/month	Check
Electric – Police	\$200/month	Check
Propane – Water	\$3000/month seasonal	Check
Cleaning Services	\$250/2 wks	CC

	Checks over Purchasing Threshold for approval			
	Town Council Meeting 9/9/2024			
Check #	Vendor	INV #		Amount
15077	Law Office Hoy Shingleton	4546	WDA Economic Enhancement Grant	\$ 1,182.50
15076	Gwin Dobson & Foreman	90177	WDA Economic Enhancement Grant	\$ 2,861.94

Attachment  
Item 5.  
c. ii

LEGEND:  
○ FOUND REBAR  
● SET 5/8" REBAR & CAP



AREA TABULATION:		
	PARCEL 13	PARCEL 13.1
EXISTING	0.3699 AC.	0.3100 AC.
MERGER	-0.0331 AC.	+0.0331 AC.
FINAL AREA	0.3368 AC.	0.3431 AC.

PARCELS WERE PREVIOUSLY ADJUSTED BY PLAT  
RECORDED IN DEED BOOK 1212 PAGE 581

PLAT SHOWING A BOUNDARY LINE ADJUSTMENT  
SHIRLEY MAE HOUGH CANIFORD  
DEED BOOK 1152 PAGE 691 TAX MAP 4 PARCEL 13  
AND  
SHIRLEY MAE HOUGH CANIFORD AND JAMES W. CANIFORD  
DEED BOOK 1213 PAGE 556 TAX MAP 4 PARCEL 13.1  
HARPERS FERRY CORPORATION  
JEFFERSON COUNTY, WEST VIRGINIA  
SCALE: 1" = 50' JUNE 10, 2024

ED JOHNSON AND ASSOCIATES, INC.  
LAND SURVEYORS  
674 ACORN CIRCLE  
HARPERS FERRY, WEST VIRGINIA 25425  
(304)725-6060

Presented to Planning Commission 6-26-24

CORPORATION OF HARPERS FERRY, WEST VIRGINIA  
ORDINANCE # 2024 - 03

An ordinance of The Corporation of Harpers Ferry, West Virginia, amending, the Code of Ordinances of Harpers Ferry, PART THIRTEEN – PROJECT AND ZONING CODE, ARTICLE 1302 Words, Terms and Phrases; amending and adopting revised definition for “Short-Term Rental.” Repealing all ordinances or parts of ordinances in conflict therewith; providing for severability; providing an effective date.

NOW THEREFORE BE it enacted and ordained by the Town Council of The Corporation of Harpers Ferry, that ARTICLE 1302 Words, Terms and Phrases definition for “Short-Term Rental” of the Codified Ordinances of Harpers Ferry shall be amended and re-enacted to read as follows:

**Short-Term Rental.** The use of a house or Dwelling Unit offered for rent for overnight occupancy by tenants for a tenancy of 30 days or less, including Bed and Breakfast Inns, Vacation Rentals, and Hostels, but not Hotels or Motels.

Strike-throughs indicate language that would be stricken from the present ordinance, and underscoring in red indicates new language that would be added or corrected.

That all ordinances or parts of ordinances in conflict therewith are hereby repealed to the extent of any conflict.

That if any portion of this ordinance is, for any reason, held to be invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance and such invalid portion(s) thereof shall

CORPORATION OF HARPERS FERRY, WEST VIRGINIA  
ORDINANCE # 2024 - 03

be severable.

Be it further ordained that this ordinance shall take effect upon second reading.

Passed FIRST READING the 12th day of AUGUST, 2024.

Passed SECOND and FINAL READING the 9TH day of SEPTEMBER, 2024.

\_\_\_\_\_  
Gregory Vaughn, Mayor

\_\_\_\_\_  
date

\_\_\_\_\_  
Nina Armstrong, Recorder

\_\_\_\_\_  
date

CORPORATION OF HARPERS FERRY, WEST VIRGINIA  
ORDINANCE # 2024 - 04

1  
2 An ordinance of The Corporation of Harpers Ferry, West Virginia, amending, the Code of  
3 Ordinances of Harpers Ferry, PART THIRTEEN: PROJECT AND ZONING CODE, Appendix B  
4 Standards for Project Activities, PERMITTED HOURS PER EXTERIOR WORK, as per EXHIBIT '1'  
5 attached, AND PART FIVE: GENERAL OFFENSES CODE, ARTICLE 527 Noise, SECTION 527.02 – Noise  
6 prohibited as per EXHIBIT '2' attached; amending and adopting text amendments as presented.  
7 Repealing all ordinances or parts of ordinances in conflict therewith; providing for severability;  
8 providing an effective date.

9  
10 NOW THEREFORE BE it enacted and ordained by the Town Council of The Corporation of Harpers Ferry,  
11 that PART THIRTEEN: PROJECT AND ZONING CODE, Appendix B Standards for Project Activities,  
12 PERMITTED HOURS PER EXTERIOR WORK, of the Codified Ordinances of Harpers Ferry shall be amended  
13 and re-enacted to read as per EXHIBIT '1' attached; AND PART FIVE: GENERAL OFFENSES CODE, ARTICLE  
14 527 Noise, SECTION 527.02 – Noise prohibited., of the Codified Ordinances of Harpers Ferry shall be  
15 amended and re-enacted to read as per attached EXHIBIT '2' attached.

16  
17 Strike-throughs in red indicate language that would be stricken from the present ordinance, and bold lettering,  
18 and underscoring in red indicates new language that would be added or corrected.

19  
20 That all ordinances or parts of ordinances in conflict therewith are hereby repealed to the extent of any  
21 conflict.

22  
23 That if any portion of this ordinance is, for any reason, held to be invalid by a court of competent jurisdiction,

Be it further ordained that this ordinance shall take effect upon second reading.

Passed FIRST READING the 12TH day of AUGUST, 2024.

Passed SECOND and FINAL READING the 9TH day of SEPTEMBER, 2024.

                                                                        
Gregory Vaughn, Mayor      date      Nina Armstrong, Recorder      date

**ATTACHEMENTS:** EXHIBIT '1', EXHIBIT '2'

Be it further ordained that this ordinance shall take effect upon second reading.

Passed SECOND and FINAL READING the 9TH day of SEPTEMBER, 2024.

Gregory Vaughn, Mayor	date	Nina Armstrong, Recorder	date
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**ATTACHEMENTS: EXHIBIT '1', EXHIBIT '2'**



# PART THIRTEEN—ZONING AND SUBDIVISION CODE

## Appendix B

### Standards for Project Activities

*Including Construction, Reconstruction, Alteration, Enlargement, Demolition  
and Relocation*

#### CROSS REFERENCES

The following sections of Harpers Ferry Ordinances apply: Sec.

1304 – Site Development Standards

*Revised 24 March 2022*

*Revised 09 September 2024*



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## HOW TO USE THE STANDARDS

These standards are required under Section 1304, Site Development Standards:

- (a) for all projects valued over \$100,000 other than those which are exempted in Section 1303.03(c);
- (b) unless a specific standard is waived by the appropriate authority; and
- (c) in whole or in part, as a condition of approval for projects where the total value is less than \$100,000 when required by the Ordinance Compliance Officer or the Board of Zoning Appeals.

In all instances, requests for and authorizations of conditions of approval shall be submitted in writing and reference the relevant sections of this document.

As a part of the application process for any Project for which a permit is required, the applicant will provide a basic schedule that represents all phases of the projected work. Depending on the complexity of the project, a Site Logistics Plan (see below) may also be required by the Ordinance Compliance Officer or the Board of Zoning Appeals.

During a Project, the Ordinance Compliance Officer or the Board of Zoning Appeals may determine that previously waived standards are needed and is authorized to apply them. Such requirements will be provided to the owner in writing together with a written explanation of the reasons for such a determination.

All Project-related decisions made by the Ordinance Compliance Officer or the Mayor's designee may be appealed to the Board of Zoning Appeals within 30 days of receipt of the written decision and will receive a decision within the 30 days following. All Project-related decisions made by the Board of Zoning Appeals may be appealed to the Circuit Court of Jefferson County within 30 days of receipt of the written decision.

## REQUIREMENTS OF THE SITE LOGISTICS PLAN

Based on the nature of the proposed project, the Ordinance Compliance Officer or Mayor's designee, Planning Commission or Board of Zoning Appeals may require any or all of the following in the site logistics plan.

The details and locations of:

- (1) office or temporary trailer locations;
- (2) temporary site utilities;
- (3) crane locations;
- (4) wash rack locations;

*Note that when a wash rack is required, the wash rack shall be designed by a professional engineer and shall include a hydrant to clean all vehicle and equipment tires prior to their leaving the site. Stone and or gravel placement details, designed by a professional engineer, shall be installed from the wash rack to the street exit.*

- (5) material and equipment storage areas;
- (6) debris collection and removal areas and a plan for regular disposal of debris;
- (7) concrete truck washout area(s);
- (8) gates, fences, sheeting and shoring areas;
- (9) temporary bathroom facilities;
- (10) a plan for dust control and concrete removal;
- (11) arrangements for parking for construction workers and/or arrangements for van or bus drop-off and collection.

*Note that for projects where the Ordinance Compliance Officer or the Board of Zoning Appeals determines that there is limited on-street parking for construction workers and for residents in the vicinity of the Project, evidence of public transportation and van or bus drop-off arrangements shall be provided and evidence of a parking agreement or lease agreement for off- site parking and/or loading*

87 *facilities shall be required.*

## 89 STANDARDS FOR THE MAINTENANCE OF THE PROJECT SITE

90 The property owner will ensure that:

- 91 (a) the Project site is kept clean and free of trash;
- 92 (b) the Project site is regularly treated to control dust;
- 93 (c) lavatory facilities are clean and regularly maintained to keep odor away from residences and  
94 businesses in the Town;
- 95 (d) open excavation trenches and exposed construction are secured to protect the general public on  
96 the streets and rights of way;
- 97 (e) there is proper pedestrian signage around the Project site and clearly defined access to  
98 neighboring businesses and residences.

100 It is the property owner's responsibility to ensure that work, including staging of materials and equipment, is  
101 confined to the limits of land or area disturbance indicated on the site logistics plan and on the approved  
102 Permit Application.

103 Where safety issues indicate, the Ordinance Compliance Officer or the Board of Zoning Appeals may require  
104 that the property owner enclose the outer limits of the construction area with a quality construction fence. In  
105 those areas exposed to view by Town residents and the visiting public, a temporary stockade type fence may  
106 be required by the Ordinance Compliance Officer or the Board of Zoning Appeals.

107 In areas that are contiguous with public property, the property owner shall ensure that walkways and view  
108 sheds remain accessible to the general public to the greatest extent possible while assuring public safety in  
109 each construction phase.



Temporary construction fences are allowed pursuant to the following standards:

- (a) A temporary construction fence is to be installed on the front, side, and rear property lines, or as otherwise specified by the Ordinance Compliance Officer.
- (b) Permitted fence types include chain link fences or substitutes approved by the Ordinance Compliance Officer.
- (c) A maximum height of 12 feet and a minimum height of 6 feet is allowed for a temporary construction fence. An appropriate fence height is to be determined by the Ordinance Compliance Officer.
- (d) A permit for a temporary construction fence expires with the associated Zoning Compliance Permit or Conditional Use Permit as outlined in Ordinance Section 1303.07. The temporary construction fence must remain on the property until the completion of construction activities as directed by the Ordinance Compliance Officer or Proper Authority.

## PERMITTED HOURS FOR EXTERIOR WORK

- (a) Mondays – Fridays: 7 a.m. to 6 p.m.
- (b) Saturdays: 9 a.m. to 6 p.m.
- (c) Sundays: Exterior work strictly prohibited.
- (d) No work shall be done on the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, and Christmas Day.

(Ordinance # 2024-04, Passed 09-09-2024)

## STANDARDS FOR COMPLIANCE WITH LOCAL, STATE, AND FEDERAL REGULATIONS

The property owner shall provide, and amend as necessary, a plan and schedule for the storage, abatement, removal, and proper disposal of flammable, combustible, corrosive, explosive, or hazardous materials. The property owner shall provide documentation of compliance with all applicable local, state, and federal requirements governing these materials upon request by the Ordinance Compliance Officer or the Mayor's designee, Planning Commission or Board of Zoning Appeals. The Ordinance Compliance Officer or Mayor's designee, Planning Commission or Board of Zoning Appeals may require a detailed hazardous materials management plan prior to the removal and disposal of flammable, combustible, corrosive, explosive, or hazardous materials.

The property owner shall provide written documentation that relevant agencies have approved the work before any demolition, abatement or debris removal. Those agencies include but may not be limited to: The West Virginia Department of Environmental Protection Division of Air Quality, The U.S. Environmental Protection Agency, West Virginia Department of Environmental Protection Division of Water and Waste Management, and the West Virginia Bureau for Public Health. Proof of adherence to all State and Federal regulations regarding asbestos abatement must be provided, as applicable.

As a condition of Permit approval, the property owner shall provide documentation of compliance with the Storm Water Management Ordinance (Article 1713) and, for projects that are exempt from this Ordinance, the property owner shall provide evidence of compliance with Article 1713.01 D (3).

## STANDARDS FOR COMPLIANCE WITH LOCAL SAFETY REQUIREMENTS

### A. Safety Conditions Required for Permit Approval.

The items listed below may be required of the property owner as a condition for Permit approval for any Project for which a permit is required:

(a) A construction traffic plan, approved in writing by the Police Chief and by the Ordinance Compliance Officer or the Board of Zoning Appeals, that minimizes the use of secondary residential streets. Daily use of secondary streets shall require a permit issued by the Ordinance Compliance Officer or the Board of Zoning Appeals.

(b) A written or depictive life safety plan for the construction phase to include a location plan, approved in writing by the Police Chief and the fire department chief, and by the Ordinance Compliance Officer or the Board of Zoning Appeals that details:

- (1) clear access for fire truck and emergency vehicles;
- (2) the location(s) for any temporary fire riser stand pipes;
- (3) the location(s) of any existing fire hydrants that will be disconnected during the construction phase.

### B. Safety Conditions Required during the Construction Phase of the Project.

All contractors and workers shall adhere to Part Three, Traffic Code of Harpers Ferry. The conditions listed below may be required of the property owner throughout the construction phase of the project as needed:

(a) Trained flagmen who shall be present as needed to control construction traffic;

(b) Warning signs and/or danger signs which shall be approved by the Ordinance Compliance Officer and posted by the property owner as warranted;

(c) The use of secured covers on all dump trucks, demolition trucks, and vehicles hauling debris in order

- 178 to limit spillage;
- 179 (d) The daily cleaning of Town streets, using a sweeper truck as needed, to remove mud, debris,  
180 sediment or spillage that occurs off the project site;
- 181 (e) Formal notification, made to the Ordinance Compliance Officer, for all requests for utility shut downs  
182 or interruptions; notification shall be made at least seven (7) days in advance of the shut downs or  
183 interruptions to allow adequate time to notify the police, fire and rescue, Town employees, and the  
184 Town residents who might be affected.
- 185 (f) Formal notification to and approval by the Ordinance Compliance Officer at least seven (7) days in  
186 advance of any blasting on the project site. Notification is required in advance so that the police  
187 department, the fire and rescue department, Town officials and employees, and residents can be  
188 notified. If blasting will occur on more than one consecutive day, it shall occur during regular week-  
189 day work hours at a time agreed upon by the owner and his/her contractor(s), the Ordinance  
190 Compliance Officer, and the Mayor. Any and all blasting operations shall implement a system such as  
191 a seismograph to monitor existing residential structures in designated locations across the Town, as  
192 agreed upon by the Ordinance Compliance Officer, the property owner, and the contractor(s). The  
193 property owner shall provide the results of the monitoring to the Ordinance Compliance Officer on a  
194 daily basis.
- 195 (g) Formal application to the Mayor for approval of the use of the Harpers Ferry Police Department for  
196 traffic management, security, or other circumstances. If unusual needs are persistent, payment for  
197 these services may be required of the owner.



## STANDARDS FOR THE PRESERVATION OF TREES

In compliance with the Comprehensive Plan as adopted in 2007 and amended by the Town Council from time to time, and with Part 11, Section 1104 and Part 13, Section 1304.04(c)(4) of the Town Ordinances:

- (a) During construction, the property owner shall protect all trees and the Critical Root Zones of all trees on any street or other publicly owned property contiguous with the site from land disturbance as a result of any excavation or construction of any Building or Structure. Trees shall be protected with a substantial fence, frame, or box that indicates the Critical Root Zone. All building materials, dirt, or other debris, liquid chemicals, equipment, and fill shall be kept outside this construction tree guard [See 1104.06 (b)]. The protective barriers shall remain in place at all times. Any proposed land disturbances within the Critical Root Zone of any public tree contiguous with the project site shall be submitted to the Planning Commission for approval.
- (b) Public trees that are damaged or killed as a result of inadequate protection from construction shall be replaced in kind and the proposed replacement trees shall be approved by the Tree Committee.
- (c) The property owner shall ensure that her/his contractor(s) and workers do not remove, cut, prune, transplant, or otherwise disturb any tree on any public property without first filing a written request and procuring written permission from the Harpers Ferry Tree Committee [See 1106.04 (c)].
- (d) The owner of property who applies for a Project Permit for new construction shall, as a condition of Project Permit approval, provide a plan for preservation of trees on town property that are contiguous with the project site to the Tree Committee for approval [See 1104.06 (a)].
- (e) When required [See 1304.04(d)(4)], the owner shall provide a tree plan for designated trees on the project site.

225     TEMPORARY EMERGENCY WAIVERS

226     The Mayor or the Mayor's duly designated representative may grant a temporary waiver to these regulations  
227     in the event of concern for public health, safety, welfare, or the rights of the abutting property owners or  
228     residents provided that such a decision is for a fixed period of time and reported to both the Town Council  
229     and Planning Commission in writing as soon as practical.

DRAFT - SECOND READING

**ARTICLE 527**

**Noise**

**527.01 Noise control.**

**527.02 Noise prohibited.**

**527.03 Enforcement.**

**527.04 Penalties.**

**527.05 Exclusions.**

**527.06 Appeals.**

**527.07 Civil cause of action not precluded.**

**CROSS REFERENCES**

West Virginia Code 8-12-5 (23) provides municipalities with the authority to eliminate hazards to public health and safety and to abate public nuisances, which in the opinion of the Council of the Corporation of Harpers Ferry, includes excessive noise.

The following sections of Harpers Ferry ordinances apply:

Ord. 505.04—Barking or howling

Ord. 509.06—Breach of Peace

Ord. 509.01—Disorderly Conduct

**527.01 Noise control.**

No person shall, within the limits of the Municipality, make, continue or cause to be made or continued, any loud, unnecessary or unusual noise or any noise which does or is likely to either

annoy, disturb, injure or endanger the comfort, repose, health, peace or safety of reasonable persons of ordinary sensibilities.

**527.02 Noise prohibited.**

The following acts and emissions of noise are declared to be loud, disturbing and unnecessary noises prohibited by Section 527.01, but such enumeration shall not be deemed to be exclusive, namely:

(a) Horns, Signaling Devices. The sounding of any horn or signaling device on any automobile, motorcycle or other vehicle on any street or public place of the municipality, except as a danger warning, in a manner which is plainly audible at a distance of fifty (50) feet from said vehicle.

(b) Vehicles. Noise from the use of any automobile, truck, motorcycle or other vehicle within the Municipality which either:

(1) emits a noise above the level of 90 decibels, as measured by a Sound Level Meter properly calibrated under standards of the U.S. Environmental Protection Agency, as measured from the edge of the road carrying the vehicle; or

(2) emits a noise above 65 decibels if between the hours of 10 p.m. to 8 a.m.

(Ord. 06-10. Passed 10-9-2006.)

(c) Sound Amplifying Devices. The using, operating or permitting to be played, any device for the producing or reproducing or amplifying of sound, in such manner so as to disturb the peace, quiet and comfort of the neighboring inhabitants which exceeds 65 decibels, or fifty five (55) decibels if between the hours of 10 p.m. to 8 a.m., as measured fifty (50) feet from the building or vehicle from where the noise emanates.

(d) Power Tools, and Equipment. The use of power tools, landscaping or

yard maintenance equipment that produce an audible sound at or above the level of 65 decibels, measured from the property line of the property from which the sound is emanating, between the hours of 10 p.m. to 8 a.m.

Permitted construction activities shall follow guidelines as listed in PART THIRTEEN: PROJECT AND ZONING CODE, Appendix B, Standards for Project Activities, PERMITTED HOURS PER EXTERIOR WORK Appendix B. (Ordinance # 2024-04, Passed 09-09-2024)

#### **527.03 Enforcement.**

Any certified law enforcement officer who encounters evidence of a violation of this ordinance is empowered to issue a summons to a person or persons whom the law enforcement officer believes has violated this ordinance. The summons shall summon the individual or individuals to appear before the municipal court at a stated time and place to answer charges of a violation of this ordinance as stated in the summons.

#### **527.04 Penalties.**

- (a) The municipal court, having found that an individual has violated any provision of Article 527, may order the perpetrator to abate the public nuisance and may order the perpetrator to pay a civil penalty of not less than \$50.00 nor more than \$300.00
- (b) The municipal court having found that an individual has committed a subsequent violation of Article 527 within twelve (12) months after being adjudged to have committed his / her last violation, may order the perpetrator to pay a civil penalty of not less than \$150.00 nor more than \$500.00.



(c) Each violation of this ordinance, which occurs on a separate day shall constitute a separate offenses under this ordinance.

**527.05 Exclusions.**

The provisions of Article 527 are not applicable to noise from the following sources:

- (a) Emergency or public safety vehicles;
- (b) Emergency repair activity directed at vital services;
- (c) Any public or private emergency or alarm device;
- (d) Noise emanating from any place of worship;
- (e) Trains or railway devices;
- (f) Sporting events;
- (g) Authorized public activities which have been authorized by the Town Council or Mayor.

**527.06 Appeals.**

Appeals to the Jefferson County Circuit Court may be made pursuant to Rule 18 of the West Virginia Rules of Civil Procedure for Magistrate Courts.

**527.07 Civil cause of action not precluded.**

Nothing contained in this ordinance shall be construed to limit or preclude the right of any individual, entity or municipality from pursuing any civil cause of action otherwise authorized by law for either injury or damage arising from any noise which creates either public or private nuisance under law. (Passed 11-14-2005.)

# AUGUST 2024 POLICE REPORT

ACCIDENTS 0

CALL OUTS 0

ASSISTS 2

CITATIONS 167

Parking 164

Registration 3

INCIDENTS 437

Assist Other Departments 2

Building Check 13

Capias Service 1

Be On Lookout 1

Citizen Assist 5

Directed Patrol 68

Disturbance 4

EMS Assist 1

Fingerprinting 1

Foot Patrol 12

Found Property 2

Fraud 1

Injured Animal 4

Out of Car 12

Parking 185

Public Service 5

Road Patrol 91

Special Event 1

Suspicious Person 1

Suspicious Vehicle 1

Theft In Progress 1

Traffic Hazard 5

Traffic Stop 9

Transport 1

Walk-In 2

Welfare Check 8

Attachment  
Item 5. f.i.

## CORPORATION OF HARPERS FERRY

### Ordinance Compliance Officer

#### Town Council Monthly Report

Town Hall • 1000 Washington Street, P.O. Box 217, Harpers Ferry, West Virginia 25425

PH: (304) 535-2206

TC Meeting Date: 9/9/24/24

Report on activities for the Month of August 2024

#### Permit Applications received for the month of July:

Date Received	Applicant Name and Project Site Address	Type of Application	Action Taken (sent to BZA, LM, PC, Legal, TC)	Application in Progress	Date Permit Issued
8/5/24	M. Parsons Lot 2, Block O W. Washington St.	ZCPA #2024-0022 – New Home Construction	Application is incomplete. Reached out to applicant for an official stamped survey showing the setbacks of proposed house and driveway. Also requested a materials list showing all doors, windows, roofing, siding and any other materials to be used. The plans/blueprints must have an Architectural stamp on them by a licensed engineer.	Yes	
8/7/24	E. Love 970 Washington Street	ZCPA #2024-0023 – Renovation of front exterior of building	Application is incomplete. Reached out to applicant for a complete materials list, including pricing, a determination of specifically what is proposed, ie application states vinyl or fiberglass windows, and a current certified survey must be provided. Once a complete application is received, the application will need to be forwarded to Landmarks and to BZA for a proposed demo portion of the application.	Yes	
8/12/24	A DeStefano 1128 W. Washington St.	ZCPA #2024-0024 – front door replacement, front porch railings, rear door and rear window modifications.	Send application to Landmarks for their review on the front door and porch railings.	Yes	

Updates for the month of August on open applications:



Date Received	Applicant Name and Project Site Address	Type of Application	Action Taken (sent to BZA, LM, PC, Legal, TC)	Application in Progress	Date Approved
6/24/24	S. Caniford 675/639 Cliff St.	#2024-0020	AUGUST UPDATE: Waiting to hear back from Planning. July: PC will review this request at their August meeting. June: Requesting a lot line adjustment between two homes. This application was sent to PC on 6/26/24 for consideration.	Yes	
1/23/24	M. Zeleke 828 Washington St.	ZCPA #2024-0002 Installation of driveway	AUGUST UPDATE: Applicant continues to work with the State for a resolution. July: No progress. June: Applicant working with the State to resolve right-of-way in question. May: Continue working with applicant to close this project out. April Update: Applicant working with DOH regarding driveway apron. Waiting for DOH remarks. March: Provided applicant the State contact information for a driveway cut into the road. PC is waiting for State approval.	Yes	
8/29/23	B. Zampino Old Furnace Road	Sign Permit – Pine Grove Cemetery	AUGUST UPDATE: Sign has not yet been installed. As the applicant has 2 years to complete, I will remove this item from the monthly report going forward. I will note the final inspection on the bottom of the report once completed. July: Sign has not been installed yet. June: Sign has not been installed. May: Sign has not been installed. April Update: Sign has not been installed yet. March: Sign has not been installed yet. Feb: Project in progress; almost completed. Jan: Project in progress.		

**Other Information to report during the month of August 2024:**

Continue working with residents on 1109 Ordinance

8/7/24 Meet with property owner of Block O, Lot 1, W Ridge Street to review preliminary new home construction plans.

8/21/24 Spoke with A&A Homes regarding permitted new home build on Fillmore Street.

8/2/124 Worked with Officer Administrator regarding issuance of delinquent Harpers Ferry Business Licenses applications.

Submitted by: Kevin Hamilton

Kevin Hamilton, OCO

Rev 3-6-19



Standing dead trees, or snags, may appear to be useless, even eyesores, but they are valuable components of wildlife habitat and are frequently in short supply. They can even be the key limiting factor in a wildlife population.

# LEAVE *the* SNAGS!

Nearly every part of a dead tree's decay benefits wildlife species.



<https://conservationnw.org/our-work/wildlands/snag-trees/#:~:text=Standing%20dead%20trees%2C%20called%20snags,raptors%20with%20unobstructed%20vantage%20points.>

<https://s3.wp.wsu.edu/uploads/sites/2073/2022/02/Create-a-Snag.pdf>

<https://portal.ct.gov/deep/wildlife/fact-sheets/snags-for-wildlife>