



## West Virginia Air Quality Board

601 57th Street, S.E.  
Charleston, West Virginia 25304

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aqb.wv.gov

### MEMORANDUM

**DATE:** December 30, 2025

**TO:** Laura M. Crowder, Director  
Division of Air Quality  
WV Department of Environmental Protection

**FROM:** Kenna M. DeRaimo, Clerk *KMD*  
Air Quality Board

**CC:** Joseph R. Kessler, Division of Air Quality (*Via Email Only*)  
Stephanie R. Mink, Division of Air Quality (*Via Email Only*)  
Andrew C. Earley, Counsel for Appellants  
Charles S. Driver, Esq., Counsel for WVDEP

**RE:** *Request for Certified File - Appeal No. 25-04-AQB*  
*West Virginia-Citizen Action Group, Inc. v. DAQ / WVDEP*

Attached is **Appeal No. 25-04-AQB**, which was filed with the **Air Quality Board** on **December 22, 2025**. Within fourteen (14) days after receipt of this appeal, you must prepare, certify and provide to the **Air Quality Board** a complete record of the proceedings out of which the appeal arises, including all documents and correspondence in the Director's file relating to the matter in question. The record must be presented in chronological order and each page must be consecutively numbered. In addition, you must *also* provide an electronic copy of the record by email to the Kenna DeRaimo, Clerk of the Air Quality Board at [Kenna.M.DeRaimo@wv.gov](mailto:Kenna.M.DeRaimo@wv.gov)..

**The Certified File in this matter is due on January 13, 2026.**

Thank you for your attention to this matter.