



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.

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

Thank you for your attention to this matter.