Wood County Commission

8/4/2011
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 AM	APPROVE AND SIGN MINUTES, ORDERS, PURCHASE ORDERS, INVOICES, NEW ROAD NAMES AND ANY OTHER ADMINISTRATIVE DUTIES	MARTY SEUFER, COUNTY ADMINISTRATOR
10:15 AM	DISCUSS TRANSFER OF PERFORMANCE BOND MONIES FOR HENDERSON WOODS SUBDIVISION	
10:30 AM	UPDATE ON MID-OHIO VALLEY WORK CAMP	JEREMY WOODARD
10:45 AM	PETITION FOR ANNEXATION OF PROPERTY IN TYGART DISTRICT	RICKY YEAGER, CITY OF PARKERSBURG
11:00 AM	PROMOTION CEREMONY FOR DEPUTY LARRY KEARNS	
11:15 AM	DISCUSS MOUNTWOOD PARK	

Special notes:

1. Vacancies on Boards and Commissions
2. Building Enforcement Properties
3. Contribution Requests
4. County Facilities
5. Phillips Court Alley – WTAP
6. Discuss Change Orders for Justice Center
7. 911 Administration Fee

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA
#1 COURT SQUARE, SUITE 203
PARKERSBURG WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, AUGUST 4, 2011

PRESENT: DAVID BLAIR COUCH, PRESIDENT
WAYNE DUNN, COMMISSIONER
STEPHEN GAINER, COMMISSIONER

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices, orders and other correspondence.

AGENDA AND DISCUSSION ITEMS

At 10:15 A.M., the County Commission discussed the transfer of the performance bond from Henderson Woods Subdivision to the Henderson Woods Homeowners' Association.

At 10:30 A.M., the County Commission met with Jeremy Woodard, Ryan Ice and Dave Shreve from the Mid-Ohio Valley Work Camp to share the results of this year's camp in which several houses in Wood County were painted for citizens who needed the assistance. The County Commission presented all three of them with "Spirit of Wood County" Awards and a check for $13,000.00 to be applied towards next year's project. The funding was originated from the Wood County Housing Assistance funds.

At 10:45 A.M., Ricky Yeager from the City of Parkersburg met with the County Commission to request a hearing date for an Annexation petition. The County Commission approved the petition and set a hearing date for September 8, 2011. (Order attached)

At 11:00 A.M., the County Commission, attended a promotion ceremony in the Courthouse for Deputy Larry Kearns.

At 11:15 A.M., the County Commission discussed their relationship with Mountwood Park. Commissioner Couch stated they had met with Jamie Six, County Clerk and Carla Knapp, Park Director, this morning. Mr. Six was in attendance to discuss how the County could be responsible for the parks' finances without taking responsibility for their employees.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/1562, M/1563, M/1564, M/1565, M/1566, M/1568, M/1569, M/1570, M/1571, M/1572, M/1573, M/1574, M/1575, M/1576, M/1577, M/1578, M/1579, M/1580, M/1581, M/1582, M/1583, M/1584, M/1585, M/1586, M/1587, M/1588, M/1588-A, M/1588-B, M/1588-C, A/815, A/816, A/817

Having no further scheduled appointments or business to attend to, the County Commission adjourned.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

To listen to this meeting, please refer to DVD labeled August 4, 2011.

Wood County Commission Meeting
Held August 4, 2011

Please Print

1.	Jeremy Woodard MOV Work camp
2.	Ryan Ice Mov Workcamp
3.	Dave Shreve Mov Workcamp
4.	Richie Yeager City of Parkersburg
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inclusive

PARKERSBURG

community

The City of Parkersburg is an inclusive community rich in tradition. There are many benefits to living and/or owning a business in **Parkersburg, WV** and here are just a few...

- ✓ **Excellent fire and police protection**
  - ⇒ Average police response time is less than 4 four minutes
  - ⇒ Average fire response time is 3 minutes or less
  - ⇒ City awarded high fire safety rating in 2009 by Insurance Services Office
- ✓ **Curbside waste and recycling service**
- ✓ **Controlled growth and development**
- ✓ **Ensure future land uses are compatible with existing development**
- ✓ **Encourages housing maintenance through code enforcement**, and
- ✓ **Snow removal from City streets**

On behalf of the residents and businesses that already call Parkersburg home, thank you for taking an interest in our community.

Sincerely,

Robert D. Newell, Mayor

Did you know that... Parkersburg is home to 33,000 residents

DEVELOPMENT DEPARTMENT

PLANNING DIVISION

One Government Square

PO Box 1627

Parkersburg, West Virginia 26102

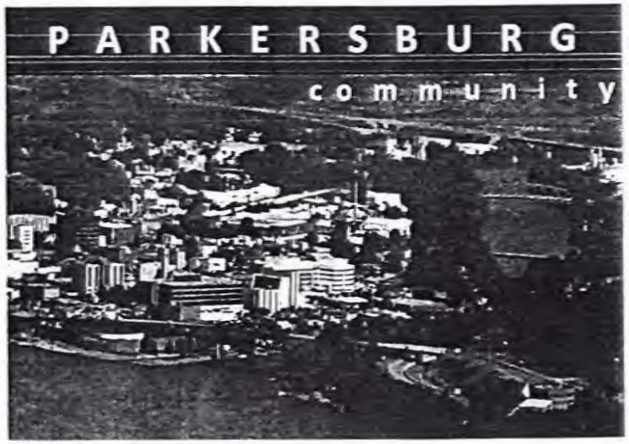
Phone: (304) 424-8558

Fax: (304) 424-8464

Email: rmyeager@parkersburg-wv.com

Your complete guide to **annexation**

inclusive



DEVELOPMENT DEPARTMENT

PLANNING DIVISION

To complete your application..

Two Simples Steps

1. Fill out a petition/application form
2. Submit your application to the Planning Division.

   The City *will provide* petitioners with a plat based on existing instruments of record, in the case of a minor boundary adjustment.

   If a new subdivisions desire to be part of the community, the subdivision will need to submit a survey/plat and meets and mounds description by a Certified Surveyor to the Planning Division. A majority of a qualified voters (in the subdivision), must join the application for the petition to be heard.

Did you know that... **Parkersburg is home to 33,000 residents**

PROCEDURE

The following describes the process for submitting and approving a petition for annexation.

1. With our assistance, please submit a completed application to the Planning Division, located on the 4th Floor of the Municipal Building. The City will provide petitioners with the necessary survey/plat based on existing instruments of record.
2. The Planning Administrator will notify government agencies of the proposed annexation. The Municipal Planning Commission (MPC) will evaluate the proposal and make a formal recommendation to City Council. Applicant must attend public hearing held by MPC.
3. Upon approval from City Council, the Planning Administrator will prepare a formal annexation application to the Wood County Commission.
4. Commissioners will hear the petition for annexation at one of their regularly scheduled meeting (which are held on Mondays and Thursdays). If the request is approved, the Planning Administrator will notify City agencies and the County Assessor (for ad valorem taxes) of the newly annexed territory.
5. The Planning Administrator will prepare an ordinance to City Council for the territory's new zoning designation.
6. If and when the petition for annexation is approved and a zoning classification designated, the applicant will be notified by the Planning Administrator through certified mail. Please note that new improvements to the property are prohibited and building permits will not be issued, until this process is completed.

Downtown Farmers' Marketplace

The Marketplace offers residents, businesses and visitors fresh fruits, vegetables, flowers, meats and other seasonal items. The Marketplace was established in 2008 and is open May-October annually.

Did you know... **Parkersburg is the 3rd largest City in West, Virginia**

Did you know... **Parkersburg is the major employment center in the Mid-Ohio Valley**

Proposed Annexation of 2700 Soyer Street

8/4/11
69/503

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $13,461.10 OF WHICH THE AMOUNT OF $6,938.45 REPRESENTS REIMBURSEMENT IN REGARD TO THE ENFORCING THE UNDERAGE DRINKING LAW GRANT NUMBER 09-EUD-127.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of thirteen thousand four hundred sixty-one dollars and ten cents ($13,461.10) of which the amount of six thousand nine hundred thirty-eight dollars and forty-five cents ($6,938.45) represents reimbursement to Wood County for expenses incurred during the month of May, 2011, in regard to the Enforcing the Underage Drinking Laws Grant Number 09-EUD-127. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 69, at Page 484 and bearing the date of June 27, 2011 at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen E. Gainer, Commissioner

M/1562

8/4/11
69/504

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $13,461.10 OF WHICH THE AMOUNT OF $132.34 REPRESENTS REIMBURSEMENT IN REGARD TO THE ENFORCING THE UNDERAGE DRINKING LAW GRANT NUMBER 09-EUD-127.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of thirteen thousand four hundred sixty-one dollars and ten cents ($13,461.10) of which the amount of one hundred thirty-two dollars and thirty-four cents ($132.34) represents reimbursement to Wood County for expenses incurred during the month of April, 2011, in regard to the Enforcing the Underage Drinking Laws Grant Number 09-EUD-127. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 69, at Page 446 and bearing the date of May 12, 2011 at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen E. Gainer, Commissioner

M/1563

8/4/11
69/509

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $13,461.10 OF WHICH THE AMOUNT OF $999.00 REPRESENTS REIMBURSEMENT IN REGARD TO THE ENFORCING THE UNDERAGE DRINKING LAW GRANT NUMBER 09-EUD-127.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of thirteen thousand four hundred sixty-one dollars and ten cents ($13,461.10) of which the amount of nine hundred ninety-nine dollars and zero cents ($999.00) represents reimbursement to Wood County for expenses incurred during the month of March, 2011, in regard to the Enforcing the Underage Drinking Laws Grant Number 09-EUD-127. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 69, at Page 436 and bearing the date of April 21, 2011 at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen E. Gainer, Commissioner

M/1564

8/4/11
69/504

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $13,461.10 OF WHICH THE AMOUNT OF $893.15 REPRESENTS REIMBURSEMENT IN REGARD TO THE ENFORCING THE UNDERAGE DRINKING LAW GRANT NUMBER 09-EUD-127.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of thirteen thousand four hundred sixty-one dollars and ten cents ($13,461.10) of which the amount of eight hundred ninety-three dollars and fifteen cents ($893.15) represents reimbursement to Wood County for expenses incurred during the month of February, 2011, in regard to the Enforcing the Underage Drinking Laws Grant Number 09-EUD-127. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 69, at Page 428 and bearing the date of April 14, 2011 at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen E. Gainer, Commissioner

M/1565

8/4/11
69/504

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $2,857.93 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE STRATEGIC PREVENTION FRAMEWORK STATE INCENTIVE GRANT NUMBER 09-VAWR-11.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of two thousand eight hundred fifty-seven dollars and ninety-three cents ($2,857.93) which represents reimbursement to Wood County for expenses incurred during the month of May, 2011, in regard to the Strategic Prevention Framework State Incentive Grant Number 09-VAWR-11. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 470, bearing the date of June 13, 2011, at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Prevention Framework State Incentive Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1566

8/4/11
69/506

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A RESOLUTION THAT AUTHORIZED DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE THE GRANT CONTRACT IN REGARD TO THE GOVERNOR'S COMMUNITY PARTNERSHIP GRANT PROGRAM FOR THE FAMILY CRISIS INTERVENTION CENER SECURITY SYSEM (11LEDA0816).

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby EXECUTE a RESOLUTION that hereby AUTHORIZES David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Grant Program Contract in regard to the Governor's Community Partnership Grant Program application for a security system at the Family Crisis Intervention Center in the amount of three thousand dollars and zero cents ($3,000.00).

Pertinent documentation pertaining to the aforementioned Governor's Community Partnership Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1568

8/4/11
69/506

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

COPY

RESOLUTION

WHEREAS, The State of West Virginia is sponsoring the Governor's Community Partnership Grant Program; and

WHEREAS, the Governor's Community Partnership Grant Program is designed to provide assistance to Counties and Municipalities in West Virginia to address economic development projects; and

WHEREAS, the County Commission of Wood County is an eligible applicant; and

WHEREAS, the Wood County Commission possesses certain economic development needs which would qualify it for participation in the Governor's Community Partnership Grant Program; and,

WHEREAS, the County Commission of Wood County has reviewed the contract for the listed grant project and accepts the conditions therein,

NOW THEREFORE, BE IT RESOLVED, that David Blair Couch, in his official capacity as President, is AUTHORIZED to execute the Grant Program Contract in regard to the Governor's Community Partnership Program application for the following project:

FAMILY CRISIS INTERVENTION CENTER (11LEDA0816) - $3,000.00

RESOLVED this **4th** day of **AUGUST, 2011**.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

Certified to be a true copy of a Resolution adopted at a regular meeting of the County Commission of Wood County held on August 4, 2011.

Jamie Six, County Clerk

8/4/11
69/506

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A RESOLUTION THAT AUTHORIZED DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE THE GRANT CONTRACT IN REGARD TO THE GOVERNOR'S COMMUNITY PARTNERSHIP GRANT PROGRAM FOR MOUNTWOOD PARK SIGNAGE (11LEDA0824).

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby EXECUTE a RESOLUTION that hereby AUTHORIZES David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Grant Program Contract in regard to the Governor's Community Partnership Grant Program application signage at Mountwood Park in the amount of two thousand six hundred dollars and zero cents ($2,600.00).

Pertinent documentation pertaining to the aforementioned Governor's Community Partnership Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1569

8/4/11
69/506

AUGUST 4, 2011

COPY

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

RESOLUTION

WHEREAS, The State of West Virginia is sponsoring the Governor's Community Partnership Grant Program; and

WHEREAS, the Governor's Community Partnership Grant Program is designed to provide assistance to Counties and Municipalities in West Virginia to address economic development projects; and

WHEREAS, the County Commission of Wood County is an eligible applicant; and

WHEREAS, the Wood County Commission possesses certain economic development needs which would qualify it for participation in the Governor's Community Partnership Grant Program; and,

WHEREAS, the County Commission of Wood County has reviewed the contract for the listed grant project and accepts the conditions therein,

NOW THEREFORE, BE IT RESOLVED, that David Blair Couch, in his official capacity as President, is AUTHORIZED to execute the Grant Program Contract in regard to the Governor's Community Partnership Program application for the following project:

MOUNTWOOD PARK SIGNAGE (11LEDA0824) - $2,600.00

RESOLVED this **4th** day of **AUGUST, 2011**.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

Certified to be a true copy of a Resolution adopted at a regular meeting of the County Commission of Wood County held on August 4, 2011.

Jamie Six, County Clerk

8/4/11
69/506

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WEST VIRGINIA IN THE AMOUNT OF $399,952.12 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE CLAYWOOD PARK PSD-RISER RIDGE WATER EXTENSION SMALL CITIES BLOCK GRANT #08SCBG0058.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of three hundred ninety-nine thousand nine hundred fifty-two dollars and twelve cents ($399,952.12) which represents reimbursement to Wood County for Drawdown Number Six (6) in regard to the Claywood Park Public Service District – Riser Ridge Water Extension Small Cities Block Grant Number 08SCBG0058. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 69, at Page 495 and bearing the date of July 14, 2011 at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Drawdown #6.

Documentation pertaining to the above mentioned Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1570

8/4/11
69/506

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WEST VIRGINIA IN THE AMOUNT OF $22,392.60 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE HAPPY VALLEY FLOOD MITIGATION PHASE III GRANT.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of twenty-two thousand three hundred ninety-two dollars and sixty cents ($22,392.60) which represents reimbursement to Wood County for Drawdown Number Two (2) for the Happy Valley Flood Mitigation Phase Three (III) Grant. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 69, at Page 476 and bearing the date of June 16, 2011 at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Happy Valley Flood Mitigation Phase III is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1571

8/4/11
69/507

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $135,751.33 OF WHICH $40,831.88 REPRESENTS REIMBURSEMENT IN REGARD TO THE STRATEGIC PREVENTION FRAMEWORK STATE INCENTIVE GRANT NUMBER 11-CC-09

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of one hundred thirty-five thousand seven hundred fifty-one dollars and thirty-three cents ($135,751.33) of which forty thousand eight hundred thirty-one dollars and eighty-eight cents ($40,831.88) represents reimbursement to Wood County for expenses incurred during the month of April, 2011, in regard to the Strategic Prevention Framework Grant Number 11-CC-09. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 460 and bearing the date of May 26, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Prevention Framework State Incentive Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1572

8/4/11
69/507

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $135,751.33 OF WHICH $23,319.82 REPRESENTS REIMBURSEMENT IN REGARD TO THE STRATEGIC PREVENTION FRAMEWORK STATE INCENTIVE GRANT NUMBER 11-CC-09.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of one hundred thirty-five thousand seven hundred fifty-one dollars and thirty-three cents ($135,751.33) of which twenty-three thousand three hundred nineteen dollars and eighty-two cents ($23,319.82) represents reimbursement to Wood County for expenses incurred during the month of March, 2011, in regard to the Strategic Prevention Framework Grant Number 11-CC-09. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 449 and bearing the date of May 12, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Prevention Framework State Incentive Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1573

8/4/11
69/507

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $135,751.33 OF WHICH $23,861.59 REPRESENTS REIMBURSEMENT IN REGARD TO THE STRATEGIC PREVENTION FRAMEWORK STATE INCENTIVE GRANT NUMBER 11-CC-09.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of one hundred thirty-five thousand seven hundred fifty-one dollars and thirty-three cents ($135,751.33) of which twenty-three thousand eight hundred sixty-one dollars and fifty-nine cents ($23,861.59) represents reimbursement to Wood County for expenses incurred during the month of February, 2011, in regard to the Strategic Prevention Framework Grant Number 11-CC-09. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 448 and bearing the date of May 12, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Prevention Framework State Incentive Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1574

8/4/11
69/507

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $135,751.33 OF WHICH $47,738.04 REPRESENTS REIMBURSEMENT IN REGARD TO THE STRATEGIC PREVENTION FRAMEWORK STATE INCENTIVE GRANT NUMBER 11-CC-09.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of one hundred thirty-five thousand seven hundred fifty-one dollars and thirty-three cents ($135,751.33) of which forty-seven thousand seven hundred thirty-eight dollars and four cents ($47,738.04) represents reimbursement to Wood County for expenses incurred during the month of May, 2011, in regard to the Strategic Prevention Framework Grant Number 11-CC-09. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 485 and bearing the date of June 27, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Prevention Framework State Incentive Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1575

8/4/11
69/ 508

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE THE REQUEST FOR PAYMENT IN REGARD TO THE GOVERNOR'S COMMUNITY PARTICIPATION GRANT PROGRAM FUNDING FOR MOUNTWOOD PARK. SAID REQUEST IS IN THE AMOUNT OF $9,928.58.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Steve Gainer and made unanimous by David Blair Couch, did hereby authorize David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Request for Payment in regard to the GOVERNOR'S COMMUNITY PARTICIPATION GRANT PROGRAM funding in the amount of nine thousand nine hundred twenty-eight dollars and fifty-eight cents ($9,928.58) allocated to Mountwood Park #10LEDA0342.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1576

8/4/11
69/508

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

COPY

RESOLUTION

WHEREAS, The State of West Virginia is sponsoring the Governor's Community Partnership Grant Program; and

WHEREAS, the Governor's Community Partnership Grant Program is designed to provide assistance to Counties and Municipalities in West Virginia to address economic development projects; and

WHEREAS, the County Commission of Wood County is an eligible applicant; and

WHEREAS, the Wood County Commission possesses certain economic development needs which would qualify it for participation in the Governor's Community Partnership Grant Program; and,

NOW THEREFORE, BE IT RESOLVED, that David Blair Couch, in his official capacity as President, is authorized to execute all necessary documents in regard to the Governor's Community Partnership Program application for the following project:

MOUNTWOOD PARK EQUIPMENT (10LEDA0342) - $9,928.58

RESOLVED this 4TH day of **August, 2011**.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

Certified to be a true copy of a Resolution adopted at a regular meeting of the County Commission of Wood County held on August 4, 2011.

Jamie Six, County Clerk

8/4/11
69/508

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $52,721.28 OF WHICH $1,942.90 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F11-HS-03-410-SC.

O R D E R

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of fifty-two thousand seven hundred twenty-one dollars and twenty-eight cents ($52,721.28) of which one thousand nine hundred forty-two dollars and ninety cents ($1,942.90) represents reimbursement to Wood County for expenses incurred during the month of May, 2011, in regard to the Governor's Highway Safety Program Grant Number F11-HS-03-410-SC. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 472 and bearing the date of June 13, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1577

8/4/11
69/508

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $52,721.28 OF WHICH $252.42 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F11-HS-03-410-2011.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of fifty-two thousand seven hundred twenty-one dollars and twenty-eight cents ($52,721.28) of which two hundred fifty-two dollars and forty-two cents ($252.42) represents reimbursement to Wood County for expenses incurred during the month of May, 2011, in regard to the Governor's Highway Safety Program Grant Number F11-HS-03-410-2011. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 472 and bearing the date of June 13, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1578

8/4/11
69/508

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $52,721.28 OF WHICH $13,826.66 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F11-HS-03-154.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of fifty-two thousand seven hundred twenty-one dollars and twenty-eight cents ($52,721.28) of which thirteen thousand eight hundred twenty-six dollars and sixty-six cents ($13,826.66) represents reimbursement to Wood County for expenses incurred during the month of May, 2011, in regard to the Governor's Highway Safety Program Grant Number F11-HS-03-154. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 476 and bearing the date of June 16, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1579

8/4/11
69/509

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $52,721.28 OF WHICH $10,607.25 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F11-HS-03-154.

O R D E R

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of fifty-two thousand seven hundred twenty-one dollars and twenty-eight cents ($52,721.28) of which ten thousand six hundred seven dollars and twenty-five cents ($10,607.25) represents reimbursement to Wood County for expenses incurred during the month of May, 2011, in regard to the Governor's Highway Safety Program Grant Number F11-HS-03-410-HV. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 476 and bearing the date of June 16, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1580

8/4/11
69/509

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $52,721.28 OF WHICH $26,092.05 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F11-HS-03-154.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of fifty-two thousand seven hundred twenty-one dollars and twenty-eight cents ($52,721.28) of which twenty-six thousand ninety-two dollars and five cents ($26,092.05) represents reimbursement to Wood County for expenses incurred during the month of May, 2011, in regard to the Governor's Highway Safety Program Grant Number F11-HS-03-402. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 476 and bearing the date of June 16, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1581

8/4/11
69/509

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE A REIMBURSEMENT REQUEST FOR THE WEST VIRGINIA HOMELAND SECURITY GRANT NUMBER 09-SHS-20. SAID REIMBURSEMENT IS IN THE AMOUNT OF $44,953.00.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer, and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Reimbursement Request for the West Virginia Homeland Security Grant Number 09-SHS-20. Said Request for Reimbursement is in the amount of forty-four thousand nine hundred fifty-three dollars and zero cents ($44,953.00) for the month of July, 2011. Along with a Grant Progress Report; a Request for Reimbursement; an equipment listing; Project Financial Report; a Sub-Grantee Progress Report and applicable invoices and cancelled checks are being submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof. Pertinent documentation pertaining to the aforementioned Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1582

8/4/11
69/509

WEST VIRGINIA epartment of Military Affairs & Public Safety lomeland Security State Administrative Agency (SAA) Homeland Security Program	REQUEST FOR REIMBURSEMENT

APPROVAL (SAA ONLY)	
ave reviewed the attached documentation and believe this expenditure s within grant guidelines and that sufficient funds exist to process and y. meland Security Grant Manager_____	Sub-grantee: Wood County Commission Address: One Court Square, Suite 203 Parkersburg, WV 26101
ave reviewed the attached documentation and to the best of my owledge and belief this expenditure falls within West Virginia's HS ategy, Goals and Objectives and/or grant guidelines. ector, Homeland Security SAA A Point of Contact _____	Subgrant Number: 09-SHS-20 FEIN: 556 000 417
sed on the approval by the Homeland Security Grant Manager and meland Security Point of Contract, I authorize this request for mbursement to be processed and paid. ate Homeland Security Advisor_____	Funds are hereby requested to cover expenditures FROM: 7/1/11 TO: 7/31/11 Requested Amount:

ROJECT CASH EXPENDITURES

Account #	Amount
09-SHS-20	$ 44,953.00
	$
	$
TOTAL:	$ 44,953.00

ERTIFICATION:

certify that this report presents actual receipts and expenditures of funds for the period covered and for the total ant budget to date, made in complete accordance with the approved budget for this sub-grant.

Y: David Blair Couch, President _____ 8/4/11
TYPED NAME & TITLE SIGNATURE DATE
Authorized Official or Grant Financial Officer ONLY

SAA USE ONLY

rant Accountant/Auditor APPROVAL:

his request is approved in the amount of: _____

ursuant to the authority vested in me, I certify that this request is correct and proper for payment.

_____ _____
Grant Accountant/Auditor Signature Date

8/4/11
69/509

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F11-HS-03-410-HFR. SAID REQUEST IS IN THE AMOUNT OF $0.00.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F11-HS-03-410-HFR. The Request for Reimbursement is in the amount of zero dollars and zero cents ($0.00) for the month of July, 2011. The Request for Reimbursement form, the Project Financial Report and the Monthly Progress Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1583

GOVERNOR'S HIGHWAY SAFETY PROGRAM

8/4/11
67/503

2 Hale Street, Suite 100
Charleston, WV 25301

TELEPHONE: (304) 558-6080 FAX: (304) 558-6083

REQUEST FOR REIMBURSEMENT

RECEIVED
(For DCJS Use Only)

Subgrantee:	Wood County Commission
Address:	One Court Square, Suite 203
	Parkersburg, WV 26101
Grant Number:	F11-HS-03-410-HFR
FEIN#:	556 000 417
Funds are hereby requested to cover expenditures	
FROM: 7/1/11	TO: 7/31/11

PROJECT CASH EXPENDITURES

Account #	Amount
F11-HS-03-410-HFR	$-0-
TOTAL	$-0-

CERTIFICATION:

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President
Wood County Commission
TYPED NAME & TITLE

SIGNATURE

8/4/11
DATE

(Authorized Official or Grant Financial Officer ONLY)

GOVERNOR'S HIGHWAY SAFETY USE ONLY

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of $ _____ _____ _____
Initials Date

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

_____ _____
Date **Program Officer**

8/4/11
69/51 BD

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F11-HS-03-408. SAID REQUEST IS IN THE AMOUNT OF $0.00.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F11-HS-03-408. The Request for Reimbursement is in the amount of zero dollars and zero cents ($0.00) for the month of July, 2011. The Request for Reimbursement form, the Project Financial Report and the Monthly Progress Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1584

GOVERNOR'S HIGHWAY SAFETY PROGRAM

8/4/11
69510

2 Hale Street, Suite 100
Charleston, WV 25301

ELEPHONE: (304) 558-6080 FAX: (304) 558-6083

REQUEST FOR REIMBURSEMENT

RECEIVED (For DCJS Use Only)		
	Subgrantee:	Wood County Commission
	Address:	One Court Square, Suite 203
		Parkersburg, WV 26101
	Grant Number:	F11HS-03-408
	FEIN#:	556 000 417
	Funds are hereby requested to cover expenditures FROM: 7/1/11 TO: 7/31/11	

PROJECT CASH EXPENDITURES

Account #	Amount
F11HS-03-408	$-0-
TOTAL	$-0-

CERTIFICATION:

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President Wood County Commission (TYPED NAME & TITLE) _____ (SIGNATURE) 8/4/11 (DATE)

(Authorized Official or Grant Financial Officer ONLY)

GOVERNOR'S HIGHWAY SAFETY USE ONLY

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of $ _____ _____ _____
Initials Date

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

_____ _____
Date Program Officer

8/4/11
69/512

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F11-HS-03-406. SAID REQUEST IS IN THE AMOUNT OF $0.00.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F11-HS-03-406. The Request for Reimbursement is in the amount of zero dollars and zero cents ($0.00) for the month of July, 2011. The Request for Reimbursement form, the Project Financial Report and the Monthly Progress Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1585

8/4/11
69/510

GOVERNOR'S HIGHWAY SAFETY PROGRAM

2 Hale Street, Suite 100
Charleston, WV 25301

TELEPHONE: (304) 558-6080 FAX: (304) 558-6083

REQUEST FOR REIMBURSEMENT

RECEIVED
(For DCJS Use Only)

Subgrantee:	Wood County Commission
Address:	One Court Square, Suite 203
	Parkersburg, WV 26101
Grant Number:	F11HS-03-406
FEIN#:	556 000 417

Funds are hereby requested to cover expenditures
FROM: 7/1/11 TO: 7/31/11

PROJECT CASH EXPENDITURES

Account #	Amount
F11HS-03-406	$-0-
TOTAL	$-0-

CERTIFICATION:

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President
Wood County Commission
TYPED NAME & TITLE

SIGNATURE

8/4/11
DATE

(Authorized Official or Grant Financial Officer ONLY)

GOVERNOR'S HIGHWAY SAFETY USE ONLY

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of $ _____ _____ _____
Initials Date

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

_____ _____
Date Program Officer

8/4/11
69/518

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE A GRANT CONTRACT AGREEMENT FOR COMMUNITY CORRECTIONS GRANT # 12-CC-09

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Grant Contract Agreement for Community Corrections Grant Number 12-CC-09. Said Grant is with the West Virginia Division of Justice and Community Services in the amount of four hundred fifty thousand dollars and zero cents ($450,000.00).

A copy of said Contract is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1586

8/4/11
6/9/10

GRANT CONTRACT AGREEMENT

BETWEEN THE

DIVISION OF JUSTICE AND COMMUNITY SERVICES

AND

Wood County Commission

12-CC-09

This **AGREEMENT**, entered into this July 12, 2011, by the Director of the Division of Justice and Community Services, hereinafter referred to as "DJCS", for and on behalf of the State of West Virginia, and **Wood County Commission**, hereinafter referred to as "Grantee."

WHEREAS, DJCS is the recipient of Community Corrections Funds from the State of West Virginia, and

WHEREAS, the Grantee is an eligible applicant who is desirous of receiving funds for: **These funds will be utilized for the continued operation of a community corrections program in Wood, Jackson, Roane, and Wirt Counties.**

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. The Grantee agrees to comply with all applicable federal and state laws and rules, regulations and policies promulgated thereunder.

2. DJCS agrees to assist the Grantee to perform such tasks and functions as set forth in the application which is attached hereto and made part hereof, hereinafter referred to as Attachment A.

3. The Grantee shall do, perform, and carry out in a satisfactory and proper manner as determined by DJCS all duties, tasks and functions necessary to implement the application which is hereto attached as Attachment A.

4. The Grantee will commence its duties under the Agreement on **July 1, 2011** and shall continue those services/activities until **June 30, 2012**. The terms of this Agreement may only be extended or modified by the mutual written agreement of the parties hereto.

5. In consideration of the services rendered by the Grantee, the sum of up to **$450,000** shall be obligated by DJCS and said amount shall be deemed to be the maximum compensation to be received for this Agreement unless a written modification is entered into between the parties amending this Agreement.

6. It is the understanding of all parties to this Agreement that DJCS by joining in the Agreement does not pledge, or promise to pledge, the credit of the State of West Virginia, nor does it promise to pay all of the compensation hereunder from monies of the Treasury of the State of West Virginia.

7. To be eligible for any and all payments of the grant amount, the Grantee shall submit a Request for Funds no more frequently than once a month to DJCS. Upon receipt of said request, DJCS shall review the same for reasonableness and appropriateness; and if approved, will cause a warrant to be requested on that sum considered reasonable and appropriate. It is expressly understood that the total compensation shall not exceed the amount set forth in Paragraph Five hereinbefore cited and said compensation will be expended only as outlined in the budget sections of Attachment A, unless written approval of modification of the budget is signed by the parties hereto. Grantee shall submit a fiscal report detailing expenditures to DJCS by the twentieth (20th) day of each month.

8. Grantee hereby represents that it possesses the legal authority to contract for this Agreement and that attached hereto and made a part hereof as Attachment B is a certified copy of the resolution, motion or similar action which was clearly adopted or passed by the Grantee's governing body; and further, that it has directed and authorized an official representative to act in connection with this Agreement. If the Grantee is a State agency, the completed application signed by the agency head is sufficient.

9. Grantee agrees to abide by the grant conditions, terms, assurances and certifications which are a part of Attachment A and such other special terms and conditions that DJCS has set forth in Attachment C which is incorporated herein and made part hereof, if said Special Conditions are appropriate to this Agreement.

10. If, through any cause, the Grantee shall fail to fulfill in a necessary and proper manner his obligations under this Agreement, the DJCS may withhold payments to the Grantee upon notice in writing, suspend, or cancel this Agreement and Attachments. The notice of withholding payments, suspension, or cancellation should set forth the DJCS reasons for taking said action.

11. DJCS and Grantee may from time to time require changes in the scope of services performed hereunder. Grantee agrees to submit a written request for modification prior to changing any budget line item. All such changes, including any increase or decrease in the amount of compensation here-under or work to be performed, which are mutually agreed upon between the parties shall be in writing.

12. If for any reason funds received by DJCS are suspended or terminated, in whole or in part, funding for this Agreement shall cease.

13. Grantee shall within the time period prescribed by grant conditions upon the termination of the Agreement, submit to DJCS a final report on forms provided by DJCS. Said reports shall reflect actual costs incurred during the terms of this Agreement.

14. The parties agree that "notice" described in this document may be by personal service, or by certified mail, return receipt requested, and evidence of such certified mail shall be postage prepaid, return receipt requested. Notice shall be given at the following addresses:

    a. Division of Justice and Community Services
    1204 Kanawha Boulevard East
    Charleston, West Virginia 25301

    b. **Grantee Mailing Address:**
    Wood County Commission
    One Court Square Suite 203
    Parkersburg, West Virginia 26101

15. The Grantee shall hold and save DJCS and its officers, agents and employees harmless from liability of any nature, including cost and expense, for or on account of any suits or damages of any character whatsoever resulting from injuries or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent or representative of the Grantee.

IN WITNESS WHEREOF, the parties hereto attach their signatures representing that each is acting with full authority.

David Blair Couch, President
Authorized Official

J. Norbert Federspiel, Director
Division of Justice and Community Services

RESOLUTION

The **Commission** of **Wood County** met on 8/4/11 with a quorum present and passed the following resolution.

Be it resolved that the County Commission hereby authorizes The Honorable **David Blair Couch**, **President** of the **Wood County Commission**, to act on its behalf to enter into a contractual agreement with the Division of Justice and Community Services to receive and administer grant funds pursuant to provisions of the Community Corrections Fund.

Signed: _____

County Clerk

U.S. Department of Justice
Office of Justice Programs
Office of the Comptroller

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonpro-curement) and Government-wide Requirements for Drug- Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over $100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510--

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620--

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant,

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted--

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

_____

_____

_____

Check ___ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ___ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620--

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Wood County Commission, One Court Square, Suite 203, Parkersburg, WV 26101

2. Application Number and/or Project Name

12-CC-09 - Community Corrections

3. Grantee IRS/Vendor Number

556 000 417

4. Typed Name and Title of Authorized Representative

David Blair Couch, President, Wood County Commission

5. Signature

6. Date

8/4/11

*U.S. Government Printing Office: 1996 - 405-037/40014

Assurance/Certification of Compliance With Regulations

Office for Civil Rights, Office of Justice Programs

U.S. Department of Justice Funds

For Subgrants Awarded Through the WV Division of Justice and Community Services (DJCS)

Federal Grant Program Name: NA

Subgrantee Name: Wood County Commission

Authorized Official's Name: David Blair Couch

Subgrant Number: 12-CC-09

Assurance

As authorized official, I assure and certify, by my signature below, that I have read and am fully cognizant of our duties and responsibilities under this assurance and certification.

This entity will comply with the following statutes and regulations as mandated by law:

> Section 3789d(c) of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; Title VI of the Civil Rights Act of 1964, as amended, and Department of Justice Regulation 28 C.F.R. Part 42, Subparts C, D, E; Section 504 of the Rehabilitation Act of 1973, as amended, and Department of Justice Regulation 28 C.F.R. Part 42, Subpart G; Title II of the Americans With Disabilities Act and Department of Justice Regulation 28 C.F.R. Part 35; Title IX of the Education Amendments of 1972 and Department of Justice Regulation 28 C.F.R. Part 54; and The Age Discrimination Act of 1975.

This entity will send all adverse findings of discrimination within the last three years to the Office for Civil Rights to the following address:

Office for Civil Rights
Office of Justice Programs
810 7th Street, NW
Washington, DC 20531

Equal Employment Opportunity Plan Certification

Check only one certification that applies to the subgrantee during the project period outlined in the application.

___Certification "A" - No EEOP Required

This entity falls under one or more of the following categories (Check all that apply).

___ is an educational, medical or non-profit institution or an Indian Tribe
___ has less than 50 employees
___ was awarded through this subgrant from DJCS less than $25,000

__X__ Certification "B" – Subgrantee Must Maintain EEOP On File

This entity, as a for-profit entity or a state or local government having 50 or more employees, was awarded, through this subgrant from DJCS, more than $25,000, but less than $500,000. Also, this entity has not been awarded more than $1 million cumulatively from all programs administered by the U.S. Department of Justice over an 18-month period that includes this subgrant period. **An EEOP has been developed and signed into effect and disseminated to all employees, and it is on file for review or audit by officials of the Division of Justice and Community Services or the Office for Civil Rights, Office of Justice Programs.**

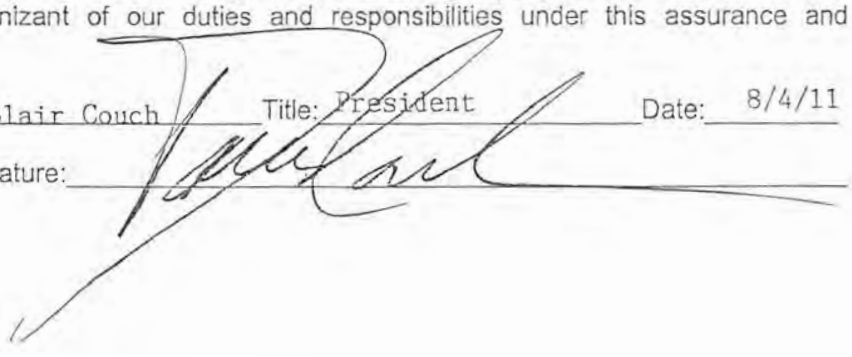
___Certification "C" – Subgrantee Must Submit EEOP To Office for Civil Rights

This entity, as a for-profit entity or a state or local government having 50 or more employees, was awarded, through this subgrant from DJCS, more than $500,000, or has been awarded more than $1 million cumulatively from all program administered by the U.S. Department of Justice over an 18 month period that includes this subgrant period. **Therefore, the funded entity will submit, within 45 days of the award, an EEOP or an EEOP Short Form (attached), that will include a section specifically analyzing the subgrantee to the following address:**

Office for Civil Rights
Office of Justice Programs
810 7th Street, NW
Washington, DC 20531

As the Authorized Official for the above subgrantee, I certify, by my signature below, that I have read and am fully cognizant of our duties and responsibilities under this assurance and certification.

Typed Name: David Blair Couch Title: President Date: 8/4/11

Authorized Official's Signature: 

8/4/11
69/511

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE A GRANT CONTRACT AGREEMENT FOR GRANT #11-EUD-015

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Grant Contract Agreement for Enforcing the Underage Drinking Laws Grant number 11-EUD-015. Said Contract is with the West Virginia Division of Justice and Community Services in the amount of fourteen thousand eight hundred dollars and zero cents ($14,800.00).

A copy of said Contract is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1587

8/4/11
69/511

GRANT CONTRACT AGREEMENT

BETWEEN

DIVISION OF JUSTICE AND COMMUNITY SERVICES

AND

Wood County Commission

11-EUD-015

This **AGREEMENT**, entered into this **12th day of July 2011**, by the Director of the Division of Justice and Community Services, hereinafter referred to as "DJCS", and the Wood County Commission, hereinafter referred to as "Grantee."

WHEREAS, DJCS is the recipient of a Enforcing Underage Drinking Program Grant from the United States Department of Justice, and

WHEREAS, the Grantee is an eligible applicant who is desirous of receiving funds for: **These funds will be utilized for the purpose of providing enforcement, public education and information, and an evidence based model program approach to reducing underage drinking in Wood County.**

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. The Grantee agrees to comply with all applicable federal and state laws and rules, regulations and policies promulgated thereunder.

2. DJCS agrees to assist the Grantee to perform such tasks and functions as set forth in the application which is attached hereto and made part hereof, hereinafter referred to as Attachment A.

3. The Grantee shall do, perform, and carry out in a satisfactory and proper manner as determined by DJCS all duties, tasks and functions necessary to implement the application which is hereto attached as Attachment A.

4. The Grantee will commence its duties under the Agreement on **July 1, 2011**, and shall continue those services/activities until **June 30, 2012**. The terms of this Agreement may only be extended or modified by the mutual written agreement of the parties hereto.

5. In consideration of the services rendered by the Grantee, the sum of up to **$14,800.00** shall be obligated by DJCS and said amount shall be deemed to be the maximum compensation to be received for this Agreement unless a written modification is entered into between the parties amending this Agreement.

6. It is the understanding of all parties to this Agreement that DJCS by joining in the Agreement does not pledge, or promise to pledge, the credit of the State of West Virginia, nor does it promise to pay all of the compensation hereunder from monies of the Treasury of the State of West Virginia.

7. To be eligible for any and all payments of the grant amount, the Grantee shall submit a Request for Funds once per month to DJCS. Upon receipt of said request, DJCS shall review the same for reasonableness and appropriateness; and if approved, will cause a warrant to be requested on that sum considered reasonable and appropriate. It is expressly understood that the total compensation shall not exceed the amount set forth in Paragraph Five hereinbefore cited and said compensation will be expended only as outlined in the budget sections of Attachment A, unless written approval of modification of the budget is signed by the parties hereto. Grantee shall submit a fiscal report detailing expenditures to DJCS by the twentieth (20th) day of each month.

8. Grantee hereby represents that it possesses the legal authority to contract for this Agreement and that attached hereto and made a part hereof as Attachment B is a certified copy of the resolution, motion or similar action which was clearly adopted or passed by the Grantee's governing body; and further, that it has directed and authorized an official representative to act in connection with this Agreement. If the Grantee is a State agency, the completed application signed by the agency head is sufficient.

9. Grantee agrees to abide by the grant conditions, terms, assurances and certifications which are a part of Attachment A and such other special terms and conditions that DJCS has set forth in Attachment C which is incorporated herein and made part hereof, if said Special Conditions are appropriate to this Agreement.

10. If, through any cause, the Grantee shall fail to fulfill in a necessary and proper manner, obligations under this Agreement, the DJCS may withhold payments to the Grantee upon notice in writing, suspend, or cancel this Agreement and Attachments. The notice of withholding payments, suspension, or cancellation should set forth the DJCS reasons for taking said action.

11. DJCS and Grantee may from time to time require changes in the scope of services performed hereunder. Grantee agrees to submit a written request for modification prior to changing any budget line item. All such changes, including any increase or decrease in the amount of compensation hereunder or work to be performed, which are mutually agreed upon between the parties shall be in writing.

12. If for any reason funds received by DJCS are suspended or terminated, in whole or in part, funding for this Agreement shall cease.

13. Grantee shall within the time period prescribed by grant conditions upon the termination of the Agreement, submit to DJCS a final report on forms provided by DJCS. Said reports shall reflect actual costs incurred during the terms of this Agreement.

14. The parties hereto agree that notice shall be given by personal service or served when mailed certified U.S. Mail, postage prepaid, return receipt requested to the following addresses:

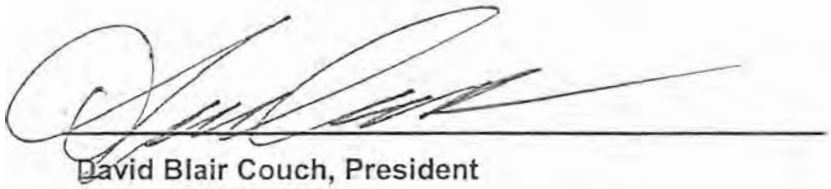
    a. Division of Justice and Community Services
    1204 Kanawha Boulevard, East
    Charleston, West Virginia 25301

    b. **Grantee Mailing Address:**

    Wood County Commission
    One Court Square Suite 203
    Parkersburg, West Virginia 26101

15. The Grantee shall hold and save DJCS and its officers, agents and employees harmless from liability of any nature, including cost and expense, for or on account of any suits or damages of any character whatsoever resulting from injuries or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent or representative of the Grantee.

IN WITNESS WHEREOF, the parties hereto attach their signatures representing that each is acting with full authority.



David Blair Couch, President
Authorized Official

J. Norbert Federspiel, Director
Division of Justice and Community Services

...

RESOLUTION

The Commission of **Wood County** met on 8/4/11 (date) with a quorum present and passed the following resolution.

Be it resolved that the Commission of **Wood County** hereby authorizes **David Blair Couch, President** of the **Wood County Commission**, to act on its behalf to enter into a contractual agreement with the Division of Justice and Community Services to receive and administer grant funds pursuant to provisions of the Enforcing Underage Drinking program.

Signed: _____

County Clerk

U.S. Department of Justice
Office of Justice Programs
Office of the Comptroller

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

pplicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also view the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance ith certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment d Suspension (Nonpro-curement) and Government-wide Requirements for Drug- Free Workplace (Grants)." The certifications shall be eated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered ansaction, grant, or cooperative agreement.

LOBBYING

s required by Section 1352, Title 31 of the U.S. Code, and plemented at 28 CFR Part 69, for persons entering into a rant or cooperative agreement over $100,000, as defined at 3 CFR Part 69, the applicant certifies that:

l) No Federal appropriated funds have been paid or will be aid, by or on behalf of the undersigned, to any person for in-uencing or attempting to influence an officer or employee of any gency, a Member of Congress, an officer or employee of ongress, or an employee of a Member of Congress in con-ection with the making of any Federal grant, the entering into f any cooperative agreement, and the extension, continuation, enewal, amendment, or modification of any Federal grant or ooperative agreement;

b) If any funds other than Federal appropriated funds have been aid or will be paid to any person for influencing or at-empting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or n employee of a Member of Congress in connection with this ederal grant or cooperative agreement, the undersigned shall omplete and submit Standard Form - LLL, "Disclosure of obbying Activities," in accordance with its instructions;

c) The undersigned shall require that the language of this cer-ification be included in the award documents for all subawards t all tiers (including subgrants, contracts under grants and ooperative agreements, and subcontracts) and that all sub-ecipients shall certify and disclose accordingly.

. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospec-ive participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510--

A. The applicant certifies that it and its principals:

a) Are not presently debarred, suspended, proposed for debar-ment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded rom covered transactions by any Federal department or agency;

b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them or commission of fraud or a criminal offense in connec-tion with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620--

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant,

) Abide by the terms of the statement; and

) Notify the employer in writing of his or her conviction for a olation of a criminal drug statute occurring in the workplace later than five calendar days after such conviction;

) Notifying the agency, in writing, within 10 calendar days :er receiving notice under subparagraph (d)(2) from an nployee or otherwise receiving actual notice of such conviction. nployers of convicted employees must provide notice, cluding position title, to: Department of Justice, Office of stice Programs, ATTN: Control Desk, 810 7th Street, N.W., ashington, D.C. 20531. Notice shall include the identification mber(s) of each affected grant;

Taking one of the following actions, within 30 calendar days receiving notice under subparagraph (d)(2), with respect to y employee who is so convicted--

) Taking appropriate personnel action against such an nployee, up to and including termination, consistent with the quirements of the Rehabilitation Act of 1973, as amended; or

) Requiring such employee to participate satisfactorily in a ug abuse assistance or rehabilitation program approved for ch purposes by a Federal, State, or local health, law forcement, or other appropriate agency;

) Making a good faith effort to continue to maintain a drug-ee workplace through implementation of paragraphs (a), (b),), (d), (e), and (f).

. The grantee may insert in the space provided below the te(s) for the performance of work done in connection with the ecific grant:

ace of Performance (Street address, city, county, state, zip ode)

_____

_____

_____

Check ___ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ___ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620--

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice

---

the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Grantee Name and Address:

Wood County Commission, One Court Square, Suite 203, Parkersburg, WV 26101

Application Number and/or Project Name

11-EUD-015 - Enforcing Underage Drinking Laws

3. Grantee IRS/Vendor Number

556 000 417

Typed Name and Title of Authorized Representative

David Blair Couch, President, Wood County Commission

Signature

6. Date

8/4/11

ORM 4061/6 REPLACES OJP FORMS 4061/2, 4061/3 AND 4061/4 WHICH ARE OBSOLETE.

*U.S. Government Printing Office: 1996 - 405-037/40014

Assurance/Certification of Compliance With Regulations
Office for Civil Rights, Office of Justice Programs
U.S. Department of Justice Funds

For Subgrants Awarded Through the WV Division of Justice and Community Services (DJCS)

Federal Grant Program Name: Enforcing Underage Drinking Laws

Subgrantee Name: Wood County Commission

Authorized Official's Name: David Blair Couch

Subgrant Number: 11-EUD-015

Assurance

As authorized official, I assure and certify, by my signature below, that I have read and am fully cognizant of our duties and responsibilities under this assurance and certification.

This entity will comply with the following statutes and regulations as mandated by law:

> Section 3789d(c) of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; Title VI of the Civil Rights Act of 1964, as amended, and Department of Justice Regulation 28 C.F.R. Part 42, Subparts C, D, E; Section 504 of the Rehabilitation Act of 1973, as amended, and Department of Justice Regulation 28 C.F.R. Part 42, Subpart G; Title II of the Americans With Disabilities Act and Department of Justice Regulation 28 C.F.R. Part 35; Title IX of the Education Amendments of 1972 and Department of Justice Regulation 28 C.F.R. Part 54; and The Age Discrimination Act of 1975.

This entity will send all adverse findings of discrimination within the last three years to the Office for Civil Rights to the following address:

Office for Civil Rights
Office of Justice Programs
810 7th Street, NW
Washington, DC 20531

Equal Employment Opportunity Plan Certification

Check only one certification that applies to the subgrantee during the project period outlined in the application.

___Certification "A" - No EEOP Required

This entity falls under one or more of the following categories (Check all that apply).

___ is an educational, medical or non-profit institution or an Indian Tribe
___ has less than 50 employees
___ was awarded through this subgrant from DJCS less than $25,000

__X__Certification "B" – Subgrantee Must Maintain EEOP On File

This entity, as a for-profit entity or a state or local government having 50 or more employees, was awarded, through this subgrant from DJCS, more than $25,000, but less than $500,000. Also, this entity has not been awarded more than $1 million cumulatively from all programs administered by the U.S. Department of Justice over an 18-month period that includes this subgrant period. **An EEOP has been developed and signed into effect and disseminated to all employees, and it is on file for review or audit by officials of the Division of Justice and Community Services or the Office for Civil Rights, Office of Justice Programs.**

___Certification "C" – Subgrantee Must Submit EEOP To Office for Civil Rights

This entity, as a for-profit entity or a state or local government having 50 or more employees, was awarded, through this subgrant from DJCS, more than $500,000, or has been awarded more than $1 million cumulatively from all programs administered by the U.S. Department of Justice over an 18 month period that includes this subgrant period. **Therefore, the funded entity will submit, within 45 days of the award, an EEOP or an EEOP Short Form (attached), that will include a section specifically analyzing the subgrantee to the following address:**

Office for Civil Rights
Office of Justice Programs
810 7th Street, NW
Washington, DC 20531

As the Authorized Official for the above subgrantee, I certify, by my signature below, that I have read and am fully cognizant of our duties and responsibilities under this assurance and certification.

Typed Name: David Blair Couch Title: President Date: 8/4/11

Authorized Official's Signature: _____

Certification Prohibiting Supplantation Of Federal Funds

Requirement of Subgrantees of the U.S. Department of Justice Funds

rtification Statement:

I, David Blair Couch (Authorized Official), certify that the Wood County Commission rantee/Organization), will use awarded Federal grant funds to supplement existing funds for program ivities and not replace those funds which have been appropriated for the same purpose. I also derstand that any potential supplanting will be the subject of application review, as well as pre-award iew, post-award monitoring and audit.

nature of Authorized Official

8/4/11
Date

Supplanting means to deliberately reduce State or local funds because of the existence of Federa ds. An example would be: When County funds are appropriated for a stated purpose and Federal ds are awarded for that same purpose, the County replaces its County funds with Federal funds, reby reducing the total amount available for the stated purpose.

WEST VIRGINIA
DIVISION OF JUSTICE & COMMUNITY SERVICES

STANDARD CONDITIONS AND ASSURANCES

All correspondence to DJCS, which is required and/or occurs as a result or action of any of the following Special Conditions and Assurances, or as a result of the administration of any DJCS grant program, should be mailed to the following address:

West Virginia Division of Justice & Community Services
1204 Kanawha Boulevard, East
Charleston, West Virginia 25301

1. LAWS OF WEST VIRGINIA:

This grant application/contract shall be governed in all respects by the laws of the State of West Virginia. State procedures and practices will apply to all funds disbursed by DJCS, regardless of the original funding source. This grant is on a **"REIMBURSEMENT ONLY"** mechanism.

2. LEGAL AUTHORITY:

The applicant hereby certifies it has the legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directly authorizes the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

3. RELATIONSHIP:

The relationship of the grantee to DJCS shall be that of an independent contractor, not that of a joint enterprise. The grantee shall have no authority to bind DJCS for any obligation or expense without the express prior written approval from DJCS.

4. COMMENCEMENT WITHIN 60 DAYS:

This project must be operational within 60 days of the project starting date, as specified in the grant contract agreement. If the project is not operational within 60 days of the specified project starting date, the grantee must report by letter to DJCS, the steps taken to initiate the project, the reasons for delay, and the expected starting date.

5. OPERATIONAL WITHIN 90 DAYS:

If the project is not operational within 90 days of the specified project starting date, the grantee must submit a second statement to DJCS explaining the delay in implementation. Upon receipt of the 90-day letter, DJCS may cancel the project and redistribute the funds to other project areas and/or eligible applicants.

6. WRITTEN APPROVAL OF CHANGES:

The grantee must obtain prior written approval from DJCS for all project changes (programmatic, fiscal or otherwise).

WEST VIRGINIA DIVISION OF JUSTICE & COMMUNITY SERVICES

STANDARD CONDITIONS AND ASSURANCES

CIVIL RIGHTS COMPLIANCE:

Grantee will comply with all federal civil rights laws, including Title VI of the Civil Rights Act of 1964, as amended. These laws prohibit discrimination on the basis of race, color, religion, national origin, and sex in the delivery of services.

National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI, grantees will take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary.

Grantees are encouraged to consider the need for language services for LEP persons served or encountered both in developing their proposals and budgets and in conducting their programs and activities.

PRESS RELEASE:

Pursuant to the Stevens Amendment, any release of information pertaining to this grant must include the following information:

1. grant amount;
2. State involvement (name of state entity responsible for administering the grant); and,
3. Federal involvement if applicable (name of federal entity responsible for administering the grant).

LOBBYING:

Grantee will comply with any and all lobbying provisions and/or restrictions as outlined in OMB circular A-122, and/or relevant State laws.

ACCESS TO RECORDS:

DJCS, through any authorized representative, shall have access to and the right to examine all records, books, papers, or documents related to the grant and to relevant books and records of contractors.

CONFLICT OF INTEREST:

No public official or employee of the grantee agency, who performs any duties under the project, may participate in an administrative decision with respect to the project if such a decision can reasonably be expected to result in any benefit or remuneration to that individual or that individual's immediate family.

POLITICAL ACTIVITY:

The Hatch Act restricts the political activity of executive branch employees of the federal government, District of Columbia government and some state and local employees who work in connection with federally funded programs. In 1993, Congress passed legislation that significantly amended the Hatch Act as it applies to federal and D.C. employees (5 U.S.C. §§ 7321-7326). (These amendments did not change the provisions that apply to state and local employees. 5 U.S.C. §§ 1501- 1508.)

WEST VIRGINIA DIVISION OF JUSTICE & COMMUNITY SERVICES

STANDARD CONDITIONS AND ASSURANCES

3. RELEASE OF INFORMATION:

All records, papers and other documents kept by recipients of grant funds are required to be made available to DJCS. These records and other documents submitted to DJCS and its grantees, including plans and application for funds, reports, etc., may be subsequently required to be made available to entities under Federal Freedom of Information Act, 5. U.S.C. §552, or Chapter 29B, Article 1 (West Virginia Freedom of Information) of the West Virginia Code.

DJCS recognizes that some information submitted in the course of applying for funding under this program, or provided in the course of its grant management activities, may be considered law enforcement, personnel or juvenile sensitive or otherwise important to national or state security interests. This may include threat, risk, and needs assessment information, and discussions of demographics, transportation, public works, and industrial and public health infrastructures. While this information under state control is subject to requests made pursuant to the Chapter 29B, Article 1 of the West Virginia Code, **all** determinations concerning the release of information of this nature are made on a case-by-case basis by DJCS, and may fall within one or more of the available exemptions under the Act.

Grantees must consult applicable state and local laws and regulations regarding the release or transmittal of information to any entity which may be considered sensitive in nature. Applicants may also consult DJCS regarding concerns or questions about the release of potentially sensitive information under state and local laws.

4. NATIONAL AND STATE EVALUATION EFFORTS:

The grantee agrees to cooperate with any national and/or state evaluation efforts directly or indirectly related to this program as requested.

5. OBLIGATION OF PROJECT FUNDS:

Funds may not, without prior written approval from DJCS, be obligated prior to the effective start date or subsequent to the termination date of the project period. Obligations outstanding as of the project termination date shall be liquidated within thirty (30) days.

6. USE OF FUNDS:

Funds awarded through DJCS may be expended **ONLY** for the purposes and activities specifically covered by the grantee's approved project description and budget. By attaching their signature, the grantee recognizes that **any** deviations from the original grant budget are unallowable.

7. ALLOWABLE AND UNALLOWABLE COSTS:

Allowable and unallowable costs incurred under this grant shall be determined in accordance with General Accounting Office principles and standards.

8. PEER REVIEW SUB GRANTEE EVALUATION PROCESS:

The applicant agrees to discharge if necessary - at the request of DJCS - knowledgeable, competent personnel (preferably a Project Director) to participate in a contemplated "peer review" process/advisory council. The purpose of this process would be to assist DJCS in making grant funding recommendations and furthered policy development regarding individual grant programs throughout the State. This would be no more than 2-3 days per annum.

WEST VIRGINIA
DIVISION OF JUSTICE & COMMUNITY SERVICES

STANDARD CONDITIONS AND ASSURANCES

9. NON-SUPPLANTING:

Grant funds must be used to supplement existing funds for program activities and may not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be the subject of monitoring and audit. Violations can result in a range of penalties, including suspension of future funds under this program, suspension or debarment from state grants, recoupment of monies provided under this grant, and civil and/or criminal penalties. The grantee hereby certifies that funds made available under this grant will not be used to supplant other funding sources.

10. MATCHING CONTRIBUTION:

The grantee will have available, and will expend as needed, adequate resources to defray that portion of the total costs as set forth in this application as "match" and as approved by the West Virginia Division of Justice & Community Services. The applicant assures that the matching funds required to pay the grant portion of the cost of each program and project, for which funds are made available, shall be in addition to funds that would otherwise be made available for the proposed project by the recipients of grant funds and shall be provided on a project-by-project basis. Matching contributions are subject to the same expenditure guidelines established by the West Virginia Division of Justice & Community Services for this program. All grantees must maintain records that clearly show the source, the amount and the timing of all matching contributions. Please be reminded that match is not "required"; however, if it is committed and indicated on the budget pages of this application, then this special condition is affected.

21. PROJECT INCOME:

All income earned by the grantee as a result of the conduct of this project, must be accounted for and included in the total budget. Project income is subject to the same expenditure guidelines established by DJCS as are established for granted funds. All grantees must maintain records that clearly show the source, the amount and the timing of all project income. There is no waiver provision for the project income requirement.

22. CONSULTANT FEES:

Approval of this grant does not indicate an approval of consultant rates in excess of $450 per day. Specific and detailed justification must be submitted to, and approved by DJCS prior to obligation or expenditure of such funds.

23. SUSPENSION OF FUNDING:

DJCS may suspend, in whole or in part, terminate, or impose other sanctions on any grantee funds for the following reasons:

- Failure to adhere to the requirements, standard conditions, or special conditions and assurances of this program;
- Failure to submit reports;
- Filing a false certification in this application or in another report or document; or,
- Other cause shown.

24. SANCTIONS FOR NONCOMPLIANCE:

In the event of the grantee's noncompliance with the terms, conditions, covenants, rules, or regulations of this grant, DJCS shall impose such contract sanctions, as it may deem appropriate, including but not limited to:

- Withholding of payments to the grantee until the grantee complies;
- Cancellation, termination or suspension of the contract, in whole or in part; or,
- Refrain from extending any further assistance to the grantee until satisfactory assurance of future compliance has been received.

25. SUBMISSION/RELEASE OF PUBLICATIONS/PRESS RELEASES

The grantee shall submit one copy of all reports and proposed publications resulting from this agreement to DJCS twenty (20) days prior to public release. Any publications (written, visual, sound, or otherwise), whether published at the grantee's or government's expense, shall contain the following statements:

"This document [product] was prepared under a grant from the West Virginia Division of Justice & Community Services (or simply "DJCS"). Points of view or opinions expressed in this document [product] are those of the authors and do not necessarily represent the official position or policies of the State of West Virginia or the Division of Justice & Community Services."

"This project supported by Grant No. _____awarded by the West Virginia Division of Justice & Community Services and the U.S. Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Office of Justice Programs, which also included the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, and the Office for Victims of Crime. Points of view or opinions in this document are those of the author and do not represent the official position of policies of the United State Department of Justice."

26. PROPERTY ACCOUNTABILITY:

The grantee shall establish and administer a system to control, protect, preserve, use, maintain, and properly dispose of any property or equipment furnished it, or made available through a grant by DJCS. This obligation continues as long as the property is retained by the grantee, notwithstanding the expiration of this agreement. Prior to sale, trade in or disposal of property, disposition instructions will be obtained from DJCS. Grantee assures inventory checks will be performed annually or pursuant to guidance promulgated in the Administrative Manual for this program (if applicable), with copies provided to DJCS. Property must be used for the intended grant purposes, if not being used in accordance with terms of the grant property will revert back to DJCS.

27. CRIMINAL PENALTIES:

Whoever embezzles or endeavors to embezzle, willfully misapplies, steals or obtains by fraud any funds, assets, or property which are the subject of grant or contractor or other form of assistance pursuant to this title, whether received directly or indirectly from the administration; or whether receives, conceals, or retains such funds, assets, or property to his use or gain, knowing such funds, assets, or property to have been embezzled, willfully misapplied, stolen, or obtained by fraud, shall be fined not more than $10,000 or imprisoned not more than five years, or both.

Whoever knowingly and willfully falsifies, conceals, or covers up by trick, scheme, or device, any material fact in any application for assistance submitted pursuant to the Act shall be subject to prosecution under the provisions of Section 1011 of Title 18, United States Code. Any law enforcement and criminal justice program or project underwritten, in whole or in part, by any grant, or contract or other form of assistance pursuant to the Act, whether received directly or indirectly from the administration, shall be subject to the provisions of Section 871 of Title 18, United States Code.

28. REPORTS:

Each grantee shall submit such reports as DJCS shall deem reasonably necessary to the execution of monitoring, stewardship and evaluation of programmatic and fiscal responsibilities.

29. PURCHASING:

When making purchases relevant to the grant, the grantee will abide by applicable State and local laws, which address purchasing procedures by a state or local unit of government or other agency.

WEST VIRGINIA
DIVISION OF JUSTICE & COMMUNITY SERVICES

STANDARD CONDITIONS AND ASSURANCES

30. COLLABORATION W/OTHER FED. AND STATE GRANTS:

Where warranted, this initiative/grantee shall make every effort to support or assist other federally funded or State grant programs in any manner, including but not limited to, providing personnel, supplies, equipment and any other resources deemed necessary by DJCS.

31. INFORMATION SYSTEMS:

With respect to programs related to criminal justice information systems, the grantee agrees to comply with the provisions of 28 CFR, Part 20 governing the protection of the individual privacy and the insurance of integrity and accuracy of data collection. The grantee further agrees:

a. That all computer programs (software produced under this grant) will be made available to DJCS for transfer to authorized users in the criminal justice community without cost other than that directly associated with the transfer. The software will be documented in sufficient detail to enable potential users to adapt the system, or portions thereof, to usage on a computer of similar size and configuration.

b. To provide a complete copy of the computer programs and documentation, upon requests, to DJCS. The documentation will include, but not be limited to, system description, operating instruction, program maintenance instructions, input forms, file descriptions, report formats, program listings, and flow charts for the system and programs.

c. That whenever possible all application programs will be written in standardized programming languages (i.e. Cobol, Fortran, C, C++, XML, etc.) or will adhere to Open Database Connectivity format for use on general operating systems that can be utilized on at least three different manufacturers of computer hardware with similar size and configuration capabilities.

d. To avail itself, to the maximum extent possible, of computer software already produced and available without charge. The Criminal Justice Systems Clearinghouse (916/392-2550) should be contacted to determine availability of software prior to any development effort.

32. INCIDENT BASED REPORTING COMPLIANCY:

Grant applicants (cities & county commissions) will not be considered for funding if the applicant is not current with submitting Incident Based Reporting (IBR) information to the West Virginia State Police (if applicable). Grantees must remain current with submitting IBR information to the West Virginia State Police or grant funding will be withheld until such time as that grantee becomes IBR compliant.

33. TIME EXTENSIONS:

In general, time extensions for this program will not be granted. Unexpended grant funds remaining at the close of the grant period shall be deobligated.

34. USE OF GRANT FUNDS TO ENACT LAWS, POLICIES, ETC.:

Grantee understands and agrees that it cannot use any grant funds, either directly or indirectly in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government.

35. LIMITED ENGLISH PROFICIENCY:

Grantee must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency. For more information on the civil rights responsibilities that grantees have in providing language services to limited English proficiency individuals, please see the website www.lep.gov.

6. COMPUTER EQUIPMENT:

Grantees purchasing computer equipment (hardware, software, or peripherals) with grant funds are required to adhere to the established bidding procedures for their respective units of government or agency. To ensure reputable vendors are obtained, grantees may consider utilizing the current applicable State computer contract. The following are **minimum** hardware requirements, as well as software requirements, established by DJCS for this grant program, which must be recognized when purchasing computer equipment, in whole or in part, utilizing grant funds:

Minimum Hardware Requirements:

- Intel Pentium III 733 MHz Processor; 133MHz front side bus
- 512K L2 Cache
- 128 MB SDRAM 100 MHz expandable to at least 384 MB
- 10 Gig. EIDE Ultra ATA 7200RPM Hard Drive
- 3.5" 1.44 MB Floppy Diskette Drive
- 48X Max Internal CD-ROM drive or 8X DVD-ROM drive
- 3 PCI, 1 16-bit ISA slot, 1 PCI/ISA (shared), 1 AGP slot
- ATI 8 MB AGP 2X Rage Pro Video Card
- 1 Parallel, 2 Serial, 2 USB
- 101/104-Key Keyboard (PS/2)
- PS/2 Port Compatible Mouse

Recommended Hardware Components:

- Mid-tower case
- 16-Bit 3D Sound Blaster Compatible w/ 64 voice wavetable and speakers (may be integrated)
- 3Com 10/100 PCI Ethernet Network Card
- APC UPS Backup power protection (adequate size to handle power load)
- Iomega Internal Zip Disk Drive

Software Requirements:

Whenever possible, software should operate within open industry standards. For example, Windows 2000 Operating System, Microsoft Office 2000 Professional, etc.

Warranty Requirements:
3 Year on-site warranty

7. PUBLIC SAFETY AND JUSTICE INFORMATION SHARING:

Grantees must support public safety and justice information sharing. The grantee is required to use the Global Justice Data Model specifications and guidelines for this particular grant. Grantee shall publish and make available without restriction all schemas (extensions, constraint, proxy) generated as a result of this grant to the component registry as specified in the guidelines. This information is available at www.it.ojp.gov/gjxdm.

WEST VIRGINIA DIVISION OF JUSTICE & COMMUNITY SERVICES	STANDARD CONDITIONS AND ASSURANCES

38. PROGRAM ACCOUNTABILITY – FEDERAL AUDIT REQUIREMENTS:

I.) Federal Office of Management and Budget (OMB) Circular A-133 sets forth standards for obtaining consistency and uniformity for the audit of states, local government, and non-profit organizations expending **Federal** awards. If applicable, this grant shall adhere to the audit requirements set forth in OMB Circular A-133 at the time of award.

As of 10/1/04, the requirements set forth by OMB Circular A-133 are as follows: Non-Federal entities that expend $500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year. Non-Federal entities that expend less than $500,000 a year in Federal awards are exempt from Federal audit requirements for that year, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and General Accounting Office.

II.) OMB Circular A-110 sets forth standards for obtaining consistency and uniformity for the audit of institutions of higher education, hospitals, and other non-profit organizations expending Federal awards. This grant shall adhere to the audit requirements set forth in OMB Circular A-110.

As if 10/1/04, the requirements set forth by OMB Circular A-110 are as follows: Recipients and sub recipients that are institutions of higher education or other non-profit organizations (including hospitals) shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and revised OMB Circular A-133.

III.) If an audit must be conducted pursuant to OMB Circular A-133 and A-110, a copy of the audit shall be submitted to DCJS as well as to the Federal clearinghouse.

As of 10/1/04, the Federal clearing house is as follows:

Federal Audit Clearinghouse
Bureau of the Census
1201 E. 10th Street
Jeffersonville, IN 47132

39. PROGRAM ACCOUNTABILITY – STATE AUDIT REQUIREMENTS:

I.) Sub grantee assures that it has read, understands, and is in full compliance with all requirements as set forth in §12-4-14., Code of West Virginia, or as amended, and is not currently debarred from receiving state grant funds as a result of non-compliance with §12-4-14. Sub grantee further understands that if it is currently debarred or is not in compliance with §12-4-14., it is ineligible to receive funding from the West Virginia Division of Justice Community Services.

40. CONFIDENTIALITY OF RESEARCH INFORMATION:

Pursuant to Section 229 of the Act, research information identifiable to an individual, which was obtained through a project funded wholly or in part with United States Department of Justice program funds, shall remain confidential and copies of such information shall be immune from legal process, and shall not, without the consent of the person furnishing such information, be admitted as evidence or used for any purpose in any action, suit, or other judicial or administrative proceeding (28 CFR Part 22).

41. LEASE AGREEMENTS:

Grantee agrees to provide DJCS with a description of proposals to use grant funds to enter into lease arrangements with private entities for the purpose of fulfilling the goals and objectives of this project.

WEST VIRGINIA DIVISION OF JUSTICE & COMMUNITY SERVICES	STANDARD CONDITIONS AND ASSURANCES

2. EQUAL EMPLOYMENT OPPORTUNITY PLAN:

Each grantee certifies, that it has executed and has on file, an Equal Employment Opportunity Plan which conforms with the provisions of 28 CFR Section 42.301, et. seq., Subpart E, or that in conformity with the foregoing regulations, no Equal Employment Opportunity Plan is required. All EEOP findings should be reported to Office for Civil Rights, Office of Justice Programs, US Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531

3. VETERANS PREFERENCE:

This program includes a provision that grantees utilizing funds to hire additional personnel, to the extent possible, give suitable preference in employment to military veterans. DJCS defines "suitable preference" as the requirement that a grantee agency have in place a mechanism ensuring that veterans are given consideration in the hiring process.

4. IMMIGRATION AND NATURALIZATION VERIFICATION:

The grantee agrees to complete and keep on file, as appropriate, applicable Immigration and Naturalization Service Employment Eligibility Verification Forms. These forms are to be used by recipients of state funds to verify that employees are eligible to work in the United States.

45. PURCHASE OF AMERICAN-MADE EQUIPMENT/PRODUCTS:

It is the sense of DJCS that to the greatest extent practicable, all equipment and products purchased with state funds made available under this grant should be American-made.

46. PERSONNEL TRAINING:

For projects involving payment of personnel or overtime pay, DJCS reserves the right to require training as a condition of the grant before or at any time during the project period.

47. ACCOUNTING REQUIREMENTS:

Grantee agrees to record all project funds and costs following generally accepted accounting procedures. A unique account number or cost recording must separate all project costs from the grantee's other or general expenditures. Adequate documentation for all project costs and income must be maintained. Adequate documentation of financial and supporting material, must be retained and be available for audit purposes.

48. OFFICE OF JUSTICE PROGRAMS (OJP) FINANCIAL GUIDE:

Grantee agrees to comply with the financial and administrative requirements as set forth in the current edition of the OJP Financial Guide.

49. TRANSFER OF FUNDS PROHIBITION:

The grantee is expressly prohibited from transferring funds between any DJCS programs.

50. MARKING OF EQUIPMENT:

Grantee will ensure that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the West Virginia Division of Justice & Community Services."

WEST VIRGINIA DIVISION OF JUSTICE & COMMUNITY SERVICES

STANDARD CONDITIONS AND ASSURANCES

1. PATENTS AND/OR COPYRIGHTS AND RIGHTS IN DATA:

Grantee acknowledges that DJCS reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for State or Federal government purposes: (1) the copyright in any work developed under an award or sub award; and, (2) any rights of copyright to which a recipient or sub recipient purchases ownership, in whole or in part, with State or Federal support.

Grantee agrees to consult with DJCS re the allocation of any patent rights that arise from, or are purchased with, this funding.

2. CENTRAL CONTRACTOR REGISTRATION:

Grantee agrees to register with the Central Contractor Registration (CCR), www.ccr.gov and provide documentation to DJCS within 30 days of award notification that they have done so.

3. DATA UNIVERSAL NUMBERING SYSTEM:

Grantee agrees to acquire a Data Universal Numbering System (DUNS) number, www.dnb.com and provide documentation to DJCS within 30 days of award notification that they have done so.

4. JUVENILE JUSTICE & DELINQUENCY PREVENTION ACT:

Grantee agrees to comply with the four core protections under the Juvenile Justice & Delinquency Prevention (JJDP) Act of 1974, reauthorized 2002.

- Deinstitutionalization of status offenders (DSO).
- Separation of juveniles from adults in institutions (separation).
- Removal of juveniles from adult jails and lockups (jail removal).
- Reduction of disproportionate minority contact (DMC), where it exists.

This includes, but is not limited to, completing the annual the WV Certification of Non-Secure Facilities and submitting to DJCS, if applicable, and submitting a monthly Secure Holding Log, if applicable.

5. BIDDING PROCEDURES:

Funds for renovation, expansion or construction awarded to grantees or subgrantees, which require the letting of any single contract amounting to $100,000 or more to a private company or individual shall require: a bid guarantee equivalent to 5% (five percent) of the bid price; the bid guarantee must consist of a firm commitment such as a bid bond, certified check, or negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified after forms are presented to the successful bidder; a performance bond on the part of the 100% (one hundred percent) of the contract price ("Performance bond" means a bond executed in connection with a contract to ensure payments required by all persons supplying labor and materials in the execution of the work provided for in the contract.); a payment bond on the part of the contractor for 100% (one hundred percent) of the contract price. ("Payment bond" is one executed in connection with a contract to ensure payment as required by law, of all persons supplying labor or materials in the execution of the work provided for in the contract.) Recipient/subgrantee is expected to follow the competitive bid process in the award of contracts involving Federal grant funds.

WEST VIRGINIA DIVISION OF JUSTICE & COMMUNITY SERVICES	STANDARD CONDITIONS AND ASSURANCES

56. COMPLIANCE WITH FEDERAL PROCEDURES:

The applicant assures that it will comply with the provisions of 28 Code of Federal Regulation (CFR) applicable to grants and cooperative agreements, including:

a. Part 11, Applicability of Office of Management and Budget Circulars.
b. Part 18, Administrative Review Procedures.
c. Part 20, Criminal Justice Information Systems.
d. Part 22, Confidentiality of Identifiable Research and Statistical Information.
e. Part 23, Criminal Intelligence Systems Operating Policies.
f. Part 30, Intergovernmental Review of Department of Justice Programs and Activities
g. Part 42, Nondiscrimination Equal Employment Opportunity Policies and Procedures

57. ADDITIONAL REGULATIONS AND PROCEDURES:

In addition, all grantees must comply with the following applicable federal regulations and/or the United States Department of Justice, Office of Justice Programs - M 7100.1D manual, OMB Circulars No. A-21, A-110, A-122, A-128, A-87, E.O. 12372, Uniform Administrative Requirements for Grants and Cooperative Agreements 28 CFR, Part 66, Common Rule, and all other applicable Federal regulations, policies, acts and guidelines.

a. National Environmental Policy Act of 1969 (NEPA).
b. National Historic Preservation Act of 1966.
c. Flood Disaster Protection Act of 1973.
d. Clean Air Act and Federal Water Pollution Control Act Amendments of 1972.
e. Control Act Amendments of 1972.
f. Safe Drinking Water Act.
g. Endangered Species Act of 1973.
h. Wild and Scenic Rivers Act.
i. Fish and Wildlife Coordination Act.
j. Historical and Archaeological Data Preservation.
k. Coastal Zone Management Act of 1979.
l. Animal Welfare Act of 1970.
m. Impoundment Control Act of 1974.
n. Uniform Relation Assistance and Real Property Acquisitions Policies Act of 1970.
o. Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended
p. Death in Custody Act of 2000.

WEST VIRGINIA DIVISION OF Justice and Community SERVICES

Enforcing the Underage Drinking Laws Grant Program

SPECIAL CONDITIONS AND ASSURANCES

58. GRANT FILE:

Each grantee must maintain a grant file containing all grant-related documents, such as the grant agreement, monthly financial reports, monthly progress reports, and any grant-related correspondence. In some situations, the project site maybe at a different location than the official grantee. Therefore, an official grant file should be maintained by both the official grantee and the project site. These records are to be available at any time for review by DJCS.

59. CLIENT FILES:

Each grantee must maintain client files for all youth served to document services provided and the level of improvement and achievements for each youth, whether it be academic, mental, emotional, etc. Therefore, the grantee must maintain service plans, pre-tests, and records of routine evaluation performed in relation to each youth as well as periodic overall program evaluations. These records are to be available at any time for review by DJCS.

60. INTERAGENCY AGREEMENTS:

Where applicable, grantee must develop a formal referral protocol and interagency agreements; copies of interagency agreements and referral protocols are to be submitted with the application.

61. TRAININGS / WORKSHOP ATTENDANCE:

Grantee representatives (project director, EUDL-funded staff positions, and/or Planning and Evaluation Team members) will be required to attend training workshops deemed critical by DJCS.

62. REPORTING OF IRREGULARITIES:

Grantees are responsible for reporting promptly to DJCS the nature and circumstances surrounding any fiscal irregularities discovered. Failure to report known irregularities may result in suspension of the grant or other remedial action.

63. PROJECT CHANGES:

The grantee must obtain written approval from DJCS for major project changes. These include, but are not limited to: (1) changes in project activities and services, (2) changes in job qualifications for any Enforcing the Underage Drinking Laws (EUDL) grant-funded position, (3) any adjustment to budget line items within the approved budget, and (4) changes in project period.

64. ADMINISTRATIVE CHANGES:

The grantee must advise DJCS immediately in writing if there are any changes in the: (1) Project Director, (2) Fiscal Officer, (3) Authorized Official, or (4) EUDL Grant-funded staff position(s). Please also submit to DJCS a new membership list if there are any changes in the members of a governing board, such as County Commission or City Council, or changes in members of the Planning and Evaluation Team.

65. PLANNING AND EVALUATION TEAM:

The grantee is required to form a three-to-five member interagency Planning and Evaluation Team that will meet at least every other month to review the status of grant objectives, to develop strategies for resolving any problems or barriers, and to perform quarterly evaluations. This Planning and Evaluation Team will submit to DJCS: (1) minutes of team meeting with the monthly grant progress reports and (2) written quarterly project evaluations.

WEST VIRGINIA DIVISION OF Justice and Community SERVICES Enforcing the Underage Drinking Laws Grant Program	SPECIAL CONDITIONS AND ASSURANCES

6. GRANTEE REPORTING:

The grantee shall submit, at such times and in such form as may be prescribed, such reports as DJCS may reasonably require, including but not limited to:

a. Monthly Progress Reports
b. Monthly Financial Reports
c. Performance Measurement Reports
d. P&E Team Quarterly Reports
e. Year End Final Report

7. TRAVEL / TRAINING:

Any grantee receiving EUDL Grant funding for training must submit in writing to DJCS a training plan, and must also request in writing any adjustments to a training plan. Any EUDL grant-funded staff position who attends a training workshop or conference must submit a written narrative identifying the training, its purpose, what specific workshops were attended, and the useful information obtained that will assist in implementing the EUDL grant project. **All trainings must be approved in advance by DJCS** by submitting a written request identifying the staff person who will be attending, the name of the conference and purpose, and attaching a brochure outlining the costs and the agenda.

8. ELECTRONIC SURVEILLANCE:

Under 18 USC 2512, transactions involving devices "primarily useful for the purpose of the surreptitious interception of wire or oral communication," advertisement thereof, and advertising which promotes the use of any devices for such purposes are prohibited, unless, in the case of the state officer, his/her conduct with regard to such a device falls within "the normal course of activities of..... (the)....." 18 (USC 2512 (2) (b)). Normally, officers of a state that has no enabling statute under 18 USC 2516 (2) would have no occasion to use, possess, or otherwise deal with devices within the scope of 18 USC 2512 (1). Without such legislation only consensual use is permitted. No grants relating to such devices and their use will be authorized in states that do not have enabling legislation, unless special justification, as explained below, is furnished. Accordingly, all applications that list the acquisition of equipment, with either federal or matching funds, may be utilized for electronic surveillance purposes in a state that does not have an enabling legislation, must include, as part of the budget narrative for such equipment, the following information: To avail itself, to the maximum extent possible, with computer software already produced and available without charge. The Criminal Justice Systems Clearinghouse (916/392-2550) should be contacted to determine availability of software prior to any development effort.

a. A complete description of each item or equipment to be obtained.
b. The legal citations and justification for the purchase and intended use of each item of equipment.
c. A statement of how each item of equipment will be used.
d. A description of the controls to be established over access to, the use of, and ultimate disposal of such equipment.

Each application must contain the following statement signed by the Project Director: "(Applicant) agrees not to purchase or use in the course of this project any electronic, mechanical, or other device for surveillance purposes in violation of 18 USA 2511 and any applicable state statute related to wiretapping and surveillance."

hereby acknowledge that I have read, understand, and will comply with this supplementary pecial condition:

David Blair Couch

rinted/Typed Authorized Official Name

GNATURE of Authorized Official

8/4/11

DATE

WEST VIRGINIA DIVISION OF JUSTICE AND COMMUNITY SERVICES	ENFORCING THE UNDERAGE DRINKING LAWS SUPPLEMENTARY SPECIAL CONDITIONS

Please be advised the Juvenile Justice Subcommittee of the Governor's Committee on Crime, Delinquency and Corrections and the Division of Justice and Community Services have implemented supplementary special conditions for the FY 2011 Enforcing the Underage Drinking Laws grant program. Failure to comply with these supplementary special conditions and all other grant conditions and assurances and program requirements may result in the deobligation of the FY 2011 award and could jeopardize your agency's ability to receive any future grant funding from the Enforcing the Underage Drinking Laws Grant program.

All correspondence to DJCS, which is required and/or occurs as a result or action of any of the following Special Conditions and Assurances, or as a result of the administration of any DJCS grant program, should be mailed to the following address:

Division of Justice and Community Services
1204 Kanawha Boulevard, East
Charleston, West Virginia 25301

Agency Name: Wood County Commission

Collaboration:

Applicant agrees to coordinate with the WV Alcohol Beverage Control Administration (WVABCA) when conducting enforcement operations, both on and off premise locations, to ensure that enforcement efforts will not be duplicated within the service area. WVABCA shares the same commitment to reducing underage drinking by limiting access, enforcing underage drinking laws, conducting various forms of enforcement activities and promoting educational programs and awareness. Joint operations will maximize available resources, reduce costs, and allow the WVABCA to take administrative actions while law enforcement may pursue the criminal nature of violations of underage drinking laws.

hereby acknowledge that I have read, understand, and will comply with this supplementary pecial condition:

David Blair Couch
rinted/Typed Authorized Official Name

IGNATURE of Authorized Official

8/4/11
DATE

8/4/11
69/511

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE A REIMBURSEMENT REQUEST FOR THE WEST VIRGINIA HOMELAND SECURITY GRANT NUMBER 10-SHS-03. SAID REIMBURSEMENT IS IN THE AMOUNT OF $0.00.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer, and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Reimbursement Request for the West Virginia Homeland Security Grant Number 10-SHS-03. Said Request for Reimbursement is in the amount of zero dollars and zero cents ($0.00) for the month of July, 2011. Along with a Grant Progress Report; a Request for Reimbursement; and a Project Financial Report; are being submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof. Pertinent documentation pertaining to the aforementioned Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1588

8/4/11
69/511

WEST VIRGINIA epartment of Military Affairs & Public Safety Homeland Security State Administrative Agency (SAA) Homeland Security Program	REQUEST FOR REIMBURSEMENT

APPROVAL (SAA ONLY)

iave reviewed the attached documentation and believe this expenditure lls within grant guidelines and that sufficient funds exist to process and ıy.

ɔmeland Security Grant Manager_____

iave reviewed the attached documentation and to the best of my ıowledge and belief this expenditure falls within West Virginia's HS rategy, Goals and Objectives and/or grant guidelines.

rector, Homeland Security SAA
AA Point of Contact _____

ased on the approval by the Homeland Security Grant Manager and ɔmeland Security Point of Contract, I authorize this request for imbursement to be processed and paid.

ate Homeland Security Advisor_____

Sub-grantee: Wood County Commission
Address: One Court Square, Suite 203
Parkersburg, WV 26101

Subgrant Number: 10-SHS-03

FEIN: 556 000 417

Funds are hereby requested to cover expenditures

FROM: 7/1/11 **TO: 7/31/11**

Requested Amount:

ROJECT CASH EXPENDITURES

Account #	Amount
10-SHS-03	$ -0-
	$
	$
TOTAL:	$ -0-

ERTIFICATION:

certify that this report presents actual receipts and expenditures of funds for the period covered and for the total rant budget to date, made in complete accordance with the approved budget for this sub-grant.

Y: David Blair Couch, President _____ 8/4/11
TYPED NAME & TITLE SIGNATURE DATE
Authorized Official or Grant Financial Officer ONLY

SAA USE ONLY

Grant Accountant/Auditor APPROVAL:

his request is approved in the amount of: _____

ursuant to the authority vested in me, I certify that this request is correct and proper for payment.

_____ _____
Grant Accountant/Auditor Signature **Date**

8/4/11
69/511

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE A 3% FEE TO BE APPLIED TO THE WOOD COUNTY E-911 CENTER.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, did hereby AUTHORIZE a three percent (3%) Administration Fee to be applied to the revenue generated by the Central Telecommunications Center of Wood County (E-911). Said fee is to cover expenses incurred by the Wood County Commission for the operation and utilization of county services and facilities. Said fee is retroactive to July 1, 2011.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1588-A

8/4/11
69/511

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE AN AGREEMENT WITH THE HENDERSON WOODS ASSOCIATION, INC.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Agreement with The Henderson Woods Association, Inc., transferring forty thousand dollars and zero cents ($40,000.00) obtained from an Irrevocable Letter of Credit surrendered by Po Hick, L.L.C.

A copy of said Agreement is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1588-B

8/4/11
69/511

AGREEMENT

THIS AGREEMENT, entered into this 4th day of August, 2011, by and between THE HENDERSON WOODS ASSOCIATION, INC., party of the first part, and the COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA, as party of the second part.

Pursuant to the subdivision regulations previously adopted by the party of the second part, PO Hick, LLC, posted bond and an Irrevocable Letter of Credit in the total sum of $40,000, upon which the party of the second part was beneficiary. On July 6, 2011, the party of the second part called said Letter of Credit on the basis that Po Hick, LLC has failed to comply with the terms of the subdivision requirements for The Henderson Woods Subdivision, Boaz, Wood County, West Virginia.

The parties of the second part, pursuant to the terms of this Agreement, hereby authorizes the transfer of all sums in the possession of the parties of the second part represented by the Irrevocable Letter of Credit referenced above to the party of the first part, which said sum would be utilized for the upgrade and repair of roads located in The Henderson Woods Subdivision, Boaz, Williams District, Wood County, West Virginia, and for the purpose of correcting and maintaining any other deficiencies existing by reason of the failure of the developer to comply with the subdivision requirements.

In consideration of the payment to The Henderson Woods Association, Inc. by the County Commission of Wood County, West Virginia, of the sum of $40,000, the party of the first part hereby forever releases and discharges the party of the second part from any and all claims of any kind or character arising from the failure of the developer of Henderson Woods Subdivision Association, Inc. to comply with all subdivision requirements, and further releases and discharges the parties of the second part from any liability of any kind or character arising from its enforcement obligations with respect to the failure of the developer to so comply.

THE HENDERSON WOODS ASSOCIATION, INC., a West Virginia not-for-profit corporation

By _____
Jason Hill, Its President

COUNTY COMMISSION OF
WOOD COUNTY, WEST VIRGINIA

By _____
David Blair Couch, Its President

STATE OF WEST VIRGINIA,

COUNTY OF WOOD, TO-WIT:

The foregoing AGREEMENT was acknowledged before me, the undersigned authority, on this the ___ day of August, 2011, by THE HENDERSON WOODS ASSOCIATION, INC., a West Virginia not-for-profit corporation, by Jason Hill, Its President.

My Commission expires: _____.

_____
Notary Public

STATE OF WEST VIRGINIA,

COUNTY OF WOOD, TO-WIT:

The foregoing AGREEMENT was acknowledged before me, the undersigned authority, on this the 4th day of August, 2011, by the COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA, by David Blair Couch, Its President.

My Commission expires: February 21, 2016.

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
AMANDA J. DENNIS
#1 COURT SQUARE, SUITE 205
PARKERSBURG, WV 26101
My commission expires February 21, 2016

Amanda J. Dennis
Notary Public

8/4/11
68/511

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE CREATION OF A WOOD COUNTY PARKS DIRECTOR POSITION.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, did hereby AUTHORIZE the creation of the employee position of Wood County Parks Director. Said Director will be a county position with the responsibility of overseeing the operations of Fort Boreman Park, Wood County Veterans Memorial Park and Mountwood Park.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

M/1588-C

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: Annexation of Property by
Minor Boundary Adjustment
Magisterial District of **Parkersburg District**
Wood County, West Virginia

ORDER

This day came the City of Parkersburg, a municipal corporation, by Robert K. Tebay, III, its Assistant City Attorney, and tendered to the Commission its Application, with Exhibits, a copy of which is attached hereto, for annexation of territories to the City of Parkersburg by a minor boundary adjustment, pursuant to the provisions of Chapter 8, Article 6, Section 5, of the Code of West Virginia, as amended; and

It appearing to the Commission that said Application is in proper form and that said petitioner is entitled to file said Application and make such application, it is ORDERED that said Application, and Exhibits, be, and the same are, hereby filed.

It further appearing to the Commission that the boundary adjustment sought by said Application is a minor boundary adjustment, that this Commission has jurisdiction to hear and consider such application, a hearing shall be set for the 8th day of September, 2011, at 10:30 o'clock, A.M. m., and that Notice of said hearing, including a description of the territory sought to be annexed, be published in the Parkersburg News and the Parkersburg Sentinel, newspapers published in Wood County, West Virginia, once a week for two (2) consecutive weeks, with the first publication thereof to be more than fourteen (14) days prior to the said hearing date, and that said Notice also be prominently posted at not less than five (5) public places within the areas proposed to be annexed.

Dated this 4th day of August, 2011.

ENTER: WOOD COUNTY COMMISSION

By: _____
Its President

8/4/11
69/505

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $13,461.10 OF WHICH $1,184.54 REPRESENTS REIMBURSEMENT IN REGARD TO THE JUSTICE ASSISTANCE GRANT NUMBER 09-JAG-16.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of thirteen thousand four hundred sixty-one dollars and ten cents ($13,461.10) of which one thousand one hundred eighty-four dollars and fifty-four cents ($1,184.54) represents reimbursement to Wood County for expenses incurred during the month of June, 2011, in regard to the Justice Assistance Grant Number 09-JAG-16. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 484 and bearing the date of June 27, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Justice Assistance Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

A/815

8/4/11
69/505

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF $13,461.10 OF WHICH $3,313.62 REPRESENTS REIMBURSEMENT IN REGARD TO THE JUSTICE ASSISTANCE GRANT NUMBER 09-JAG-16.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of thirteen thousand four hundred sixty-one dollars and ten cents ($13,461.10) of which three thousand three hundred thirteen dollars and sixty-two cents ($3,313.62) represents reimbursement to Wood County for expenses incurred during the month of May, 2011, in regard to the Justice Assistance Grant Number 09-JAG-16. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 69, at Page 485 and bearing the date of June 27, 2011 at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the Justice Assistance Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

A/816

8/4/11
8/5/10

AUGUST 4, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A VACANCY EXISTS ON THE WOOD COUNTY SOLID WASTE AUTHORITY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, announced that a vacancy exists on the Wood County Solid Waste Authority. Said vacancy is due to the fact that the Marty Seufer submitted his resignation. Said vacancy is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities. His term would have expired June 30, 2012.

The County Commission, upon a motion duly made, seconded and passed, placed Barbara Lewis in nomination.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Wayne Dunn, Commissioner

Stephen Gainer, Commissioner

A/~~943~~ 817

8/4/11
69/505

STATE OF WEST VIRGINIA

COUNTY OF WOOD } TO –WIT:

I, LARRY KEARNS, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the office of Sergeant for the Wood County Sheriff's Department in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.

Larry L Dan Kearns

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 4th day of August, 2011.

County Commission of Wood County