

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 25, 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.

The County Commission, upon a motion duly made, seconded and passed, approved Erroneous Assessment Applications in regard to personal property for Clifford F. Leeson.

AGENDA AND DISCUSSION ITEMS

At 9:40 A.M., the County Commission met with Roger Sheppard from WTAP TV Station and the Wood County Prosecuting Attorney, Jason Wharton. They asked the Commission to sign the tower lease that has been discussed at the last two Commission meetings. (Order M/1615)

At 9:46 A.M., the County Commission met with members of the Wood County Wellness Committee and Amanda Johnson, Highmark Representative, to discuss the Lifestyle Returns Program. Ms. Johnson explained the program and the County Commission stated they would put this on the rolling agenda and make a decision at the beginning of September.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/1613, M/1614, M/1615, M/1616, M/1617, M/1618, A/822 and A/824.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

A handwritten signature in blue ink, appearing to read "David Blair Couch", written over a horizontal line.

David Blair Couch, President

A handwritten signature in blue ink, appearing to read "Wayne Dunn", written over a horizontal line.

Wayne Dunn, Commissioner

A handwritten signature in blue ink, appearing to read "Stephen Gainer", written over a horizontal line.

Stephen Gainer, Commissioner

To listen to this meeting, please refer to DVD labeled August 25, 2011.

Wood County Commission Meeting
Held August 25, 2011

Please Print

1.	ROGER STEPPARD
2.	Jason Wharton
3.	Shea Davis
4.	Amanda Johnson
5.	Jeff Me
6.	Amber Jagdmann
7.	Mary Beth Jeffers
8.	Greg Graham
9.	
10.	
11.	
12.	
13.	
14.	
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18.	
19.	
20.	



Wood County Commission

8/25/2011
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
9:45 AM	DISCUSS LIFESTYLE RETURNS PROGRAM FOR EMPLOYEES	AMANDA JOHNSON, HIGHMARK
7:30 PM	PUBLIC FORUM AT VIENNA CITY BUILDING	

Special notes:

1. Vacancies on Boards and Commissions
2. Building Enforcement Properties
3. Contribution Requests
4. County Facilities
5. Discuss Change Orders for Justice Center
6. Security and Sheriff's Dept airport staffing
7. Adopt Regional Hazard Mitigation Plan
8. Tower Lease Agreement with WTAP

WOOD COUNTY COMMISSION

su
awtm

ERRONEOUS ASSESSMENT APPLICATION

Personal Property

Date Entered 08/23/2011

Tax Year 2011

Reference No 4659

Parcel Number 705448

On the application of LEESON CLIFFORD F whose address is 68 HONEY BEE DR WASHINGTON, WV 261818202

relieved by an erroneous assessment in Lubeck 3 District, in the County of Wood, for the year 2011.

The Commission therefore, Orders that the said applicant be and is hereby exonerated from the said erroneous

assessment and from the payment of the taxes so assessed in and for the year 2011

if has been paid the Sheriff shall refund the same to them; or if more than a year from the time the property

books were delivered to the Sheriff for the affected tax year, the Sheriff shall allow a credit on future taxes payable.

BE TO A CLERICAL ERROR THE 1999 DODGE DAKOTA WAS REPORTED WHEN IN FACT IT WAS SOLD OCT.2009...SEE ATTACHED

All of which is ordered to be certified to the Auditor of the State and the Sheriff of the County.

	Class 1	Class 2	Class 3/4	Net Chg
Old Value	0	0	4,725	4,725
New Value	0	0	2,595	2,595.00
Value Adjusted	0	0	-2,130	-2,130.00
Old Taxes	\$0.00	\$0.00	\$103.52	103.52
New Taxes	\$0.00	\$0.00	\$56.85	56.85
Taxes Adjusted	\$0.00	\$0.00	-\$46.67	-46.67
Penalty Adjusted	0.00			
Credit Applied				

A.BUSSEY

Clifford F. Leeson
Taxpayer's Signature

[Signature]
Prosecutor

[Signature]
Assessor
[Signature]
Wood County Commissioners

at the regular term of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, the County Commission did approve this exoneration on

August 25 2011

RECEIVED
AUG 24 '11

WOOD COUNTY COMMISSION

SW
AUTM

ERRONEOUS ASSESSMENT APPLICATION

County Administrator

Personal Property

Date Entered 08/23/2011

Tax Year 2011

Reference No 4659

8/25/11
69/523

Parcel Number 705448

On the application of LEESON CLIFFORD F whose address is 68 HONEY BEE DR WASHINGTON, WV 261818202

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The Commission therefore, Orders that the said applicant be and is hereby exonerated from the said erroneous

assessment and from the payment of the taxes so assessed in and for the year 2011

if it has been paid the Sheriff shall refund the same to them; or if more than a year from the time the property

records were delivered to the Sheriff for the affected tax year, the Sheriff shall allow a credit on future taxes payable.

DUPLICATE TO A CLERICAL ERROR THE 1999 DODGE DAKOTA WAS REPORTED WHEN IN FACT IT WAS SOLD OCT.2009...SEE ATTACHED

All of which is ordered to be certified to the Auditor of the State and the Sheriff of the County.

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Old Value	0	0	4,725	4,725
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New Taxes	\$0.00	\$0.00	\$56.85	56.85
Taxes Adjusted	\$0.00	\$0.00	-\$46.67	-46.67
Penalty Adjusted	0.00			
Credit Applied				

A.BUSSEY

Leeson Clifford F
Taxpayer's Signature

[Signature]
Prosecutor

[Signature]
Assessor
[Signature]
Wood County Commissioners

At the regular term of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, the County Commission did approve this exoneration on August 25, 2011

AUGUST 25, 2011

8/25/11
69/523

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 REQUEST FOR REIMBURSEMENT FOR WEST VIRGINIA DCJS ENFORCING THE UNDERAGE DRINKING LAWS GRANT PROGRAM NUMBER 11-EUD-015 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 the County Commission, to EXECUTE the Request for Reimbursement and applicable forms for the West Virginia Division of Criminal Justice Services Enforcing The Underage Drinking Laws Grant Program Number 11-EUD-015. Said Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of July, 2011. Along with the Request for Reimbursement Form; a Financial Recap Page; and Project Financial Report are being submitted.

The aforementioned Grant Application and pertinent documentation are 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/824

8/25/11
69/523

AUGUST 25, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED WILLIAM MICHAEL SHOOK TO THE WOOD COUNTY CIVIL SERVICE COMMISSION FOR DEPUTY SHERIFFS.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and passed, appointed William Michael Shook, to the Wood County Civil Service Commission for Deputy Sheriffs. Said appointment 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 and further pursuant to a recommendation from Lt. J.S. Graham, President of the Wood County Deputy Sheriff's Association. Mr. Shook's term will expire on June 30, 2015.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

8/25/11
69/523

AUGUST 25, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED A VACANCY ON THE VETERANS PARK ADVISORY BOARD AND PLACED BOB VILLERS IN NOMINATION TO FILL THE VACANCY ON THE VETERANS PARK ADVISORY BOARD.

ORDER

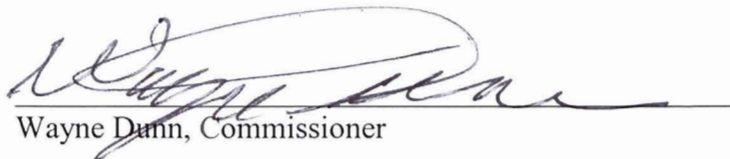
On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by David Blair Couch and made unanimous by Stephen Gainer, announced that a vacancy exists on the Veterans Park Advisory Board due to the retirement of Marty Gilchrist. With the same motion, the County Commission placed Bob Villers in nomination to fill the vacancy on the Veterans Park Advisory Board. 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. The unexpired term expires December 31, 2012.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

8/25/11
69/523

AUGUST 25, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION GAVE APPROVAL FOR PAYMENT BY THE COUNTY COMMISSION IN THE AMOUNT OF \$10.00 TOWARD THE \$15.00 PAYMENT TO THE MID-OHIO VALLEY HEALTH DEPARTMENT FOR THE ANNUAL FLU SHOTS.

ORDER

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 APPROVE payment by the County Commission in the amount of ten dollars and zero cents (\$10.00) toward the fifteen dollars and zero cents (\$15.00) payment to the Mid-Ohio Health Department, Parkersburg, WV, for the annual flu shots to be given to the County employees and to the State employees who work in buildings owned by The Wood County Commission and who wish to take advantage of this offer. Spouses and/or family members may also receive flu shots at the full cost of fifteen dollars and 00/100ths cents. The Mid-Ohio Valley Health Department will administer the aforementioned shots on Thursday, October 20, 2011 from 8:30 A.M. to 9:30 A.M. in Room 307 of the Wood County Courthouse.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen E. Gainer, Commissioner

8/25/11
69/524

AUGUST 25, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE AN INVESTIGATOR POSITION FOR THE WOOD COUNTY PROSECUTING ATTORNEY'S OFFICE.

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 an investigator position for The Wood County Prosecuting Attorney's Office. Said position will be filled by Doug Miser who is further AUTHORIZED to serve as the Director of Intelligence. Said position will expire on November 30, 2011.

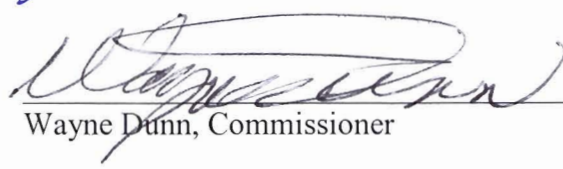
Said AUTHORIZATIONS are pursuant to West Virginia State Code 7-4-2, and recommendation of Wood County Prosecuting Attorney, Jason Wharton.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen E. Gainer, Commissioner

M/1616

8/25/11
69/524

AUGUST 25, 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
LEASE AGREEMENT WITH GRAY TELEVISION GROUP, INC.

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 David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Lease Agreement for Phillips Court Alley upon which a tower will be located. The term of said lease is twenty-five (25) years.

A copy of said Lease 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 E. Gainer, Commissioner

M/1615

8/25/11
69/524

LEASE AGREEMENT

This **LEASE AGREEMENT** made and entered into as of the 25th day of August, 2011, in duplicate original, by and between the **COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA**, party of the first part, hereinafter referred to as Lessor and **GRAY TELEVISION GROUP, INC.**, party of the second part, hereinafter referred to as Lessee.

WITNESSETH: The parties hereby agree as follows:

1. **LEASED PROPERTY:** The property which is the subject of this Lease ("Leased Property") is part of Phillips Court Alley measuring 10 feet in width and approximately 65 feet long, being the same property abandoned by the City of Parkersburg by Ordinance O-1390 and subsequently conveyed to the County Commission of Wood County, West Virginia. The property is located adjacent to property owned by the Lessee in Parkersburg, Wood County, West Virginia and is the remaining length of the same Alley that was abandoned by the City of Parkersburg for related use by Lessee under Ordinance O-1219.
2. **TERM:** This Lease shall be for a term of 25 years, beginning with the date hereof. This Lease may be extended for an additional 25 year term upon joint agreement of the parties.
3. **RENTAL:** Lessee agrees to pay Lessor as rent for the Leased Premises the sum of \$1.00 per year. In lieu of that annual rent, Lessee agrees to permit Lessor to install one "whip type" antenna and its associated feed line or one flat-panel antenna (measuring no more than 24" X 24" across its face) and its associated feed line on the tower at a position and in such a manner as prescribed by Lessee's Engineer. Either type of antenna must also have a stand-off structure and grounding system that meets with Lessee's approval. The antenna can be installed by the Lessee's contracted tower crew at the time the tower is erected or the Lessor will have to contract with a qualified installation firm which possesses proper insurance as required by Lessor to install it after the tower is finished. The Lessee further agrees to grant to the Lessor the right to construct commercially acceptable protection from the elements for the feed line to the Lessor's adjoining property. Lessor may also negotiate the locating of other antennae and equipment on Lessee's tower, the payment terms for which the Lessee agrees to negotiate in good faith.

3a. **ADDITIONAL ANTENNA FOR WOOD COUNTY 9-1-1** Lessee also agrees to

permit the Wood County 9-1-1 Center to locate a single antenna and transmission line on the tower at some point during this Term, and have use of that tower space at no cost, as long as the following conditions are met:

- a. That the 9-1-1 center assures that a proper tower study is done by a bona fide tower inspection crew that meets with the approval of the Lessee prior to the installation, to determine:
 - Whether or not the tower will support the proposed antenna and feed line
 - What if any modifications are needed to the tower to accommodate the antenna and feed line
 - Whether or not the unit to be installed will interfere with any other signals being transmitted, re-transmitted, received or in any way utilizing the tower.
- b. Any and all reports from that tower study are to be shared with the Lessee.
- c. If it is determined that the 9-1-1 Center's antenna and feed line can be supported by the tower with no modifications to the tower and will cause no interference (as described above) with any other tenants on the tower, the 9-1-1 Center may then contract with a bona fide tower crew, possessing the amount and type of insurance required by the Lessee, to install the antenna and feed line at a time that is approved by WTAP and designed to minimize impact on signal usage.
- d. If it is determined that the 9-1-1 Center's antenna and feed line can be supported by the tower ONLY if there are modifications made to the tower, those modifications will be discussed with Lessee to determine if Lessee has any objections to them being made. If Lessee has no objections, or those objections are properly addressed, the 9-1-1 Center may then contract with a bona fide tower crew, possessing the amount and type of insurance required by the Lessee, to make those modifications and install the antenna and feed line at a time that is approved by WTAP and designed to minimize impact on signal usage.
- e. Lessee will not be required to terminate any other agreements with other tower tenants to accommodate the 9-1-1 Center's equipment, unless the 9-1-1 Center also agrees to have a bona fide and approved tower crew remove the other tenant's equipment from the tower and compensates Lessee for the loss of any and all revenues from that other tenant. Said damages payable to Lessee shall be limited to the amount of rent due remaining on the lease then in existence between Lessee and the third party occupant of the tower which is displaced by the location of a 9-1-1 antenna and shall not be increased by any potential extension provisions in said lease between the Lessee and the third party.
- f. The 9-1-1 Center's radios or other related equipment would not be located on Lessee's property, so the 9-1-1 Center would have to secure housing for that equipment elsewhere and would also have to arrange protection for its cables

from ice and other weather situations running from the tower to that other equipment.

4. **FIXTURES & PERSONAL PROPERTY:** Any fixtures, equipment and other personal property installed or attached to the Leased Property by Tenant shall remain the property of Lessee, and Lessee shall have the right to remove all such fixtures, equipment and other personal property. Any fixtures, equipment and other personal property installed or attached to the Leased Property by Lessor shall remain the property of Lessor, and Lessor shall have the right to remove all such fixtures, equipment and other personal property under the direction and supervision of the Lessee. Such removal may require a tower study to be completed to determine the impact of the removal of said items from the tower, and will require a qualified and fully insured tower crew to carry out that removal.

5. **UTILITIES:** Lessee shall be responsible for and shall pay for all utilities which may be used on the Leased Premises.

6. **MAINTENANCE:** The Lessee shall be responsible for maintaining the Leased Premises.

7. **ASSIGNMENT:** Lessee shall not assign this Lease or any part thereof without the written consent of the Lessor first obtained, except that Lessee may assign it in the event that the adjacent WTAP Studio is ever conveyed.

8. **OPTION TO TERMINATE:** The Lessee anticipates spending a significant sum of money installing new equipment on the Leased Property. The Lessor would, however, like to retain the option to terminate this Lease in the event the Leased Property is essential to the construction of a public improvement. Lessor agrees to give Lessee at least 60 days notice that it is terminating this Lease, and Lessee agrees to vacate Leased Property at its own expense prior to commencement of work on any such project.

9. **INDEMNIFICATION:** Lessee further agrees to indemnify and hold harmless the Lessor from and against any and all claims and expenses, inclusive of attorney fees, arising out of or related to the tower contemplated by Lessee to be constructed on Lessor's property.

- 10. **INSURANCE:** Lessee agrees that it shall obtain and maintain an insurance policy for the term of this lease in the minimum amount of 1,000,000.00 for personal injury and property damage related to Lessee's use of the property subject to this lease and shall yearly provide a certificate to the County Administrator showing proof that said policy remains in effect and will be effective for the following year.
- 11. **FULL AGREEMENT:** This Lease constitutes the complete agreement between the parties. Any modification of such must be made in writing.
- 12. **EFFECT:** All of the provisions of this Lease shall be binding upon and inure to the benefit of the parties hereto, their respective heirs, successors, and assigns.

WITNESS the following signatures and seals:

LESSOR:

COUNTY COMMISSION OF WOOD
COUNTY, WEST VIRGINIA

By: [Signature]

Title: PRES.

LESSEE:

GRAY TELEVISION GROUP, INC.

By: [Signature]

Title: VP GEN. MGMT. TV

8/25/11
69/524

AUGUST 25, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA


IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE A
SECURITY GUARD TO BE EMPLOYED IN THE WOOD COUNTY
COURTHOUSE.

ORDER

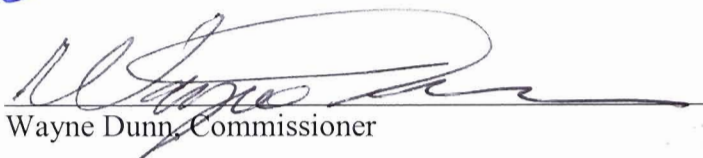
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and passed, did hereby AUTHORIZE the employment of a security guard to be located in the Wood County Courthouse. Said security guard will be compensated through the Wood County Sheriff's Office.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen E. Gainer, Commissioner

M/1614

8/25/11
69/524

AUGUST 25, 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 REQUEST FOR REIMBURSEMENT FOR WEST VIRGINIA DCJS ENFORCING THE UNDERAGE DRINKING LAWS GRANT PROGRAM #10-EUD-011 IN THE AMOUNT OF \$2,420.00

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, the Request for Reimbursement and applicable forms for the 2010/2011 West Virginia Division of Criminal Justice Services Enforcing The Underage Drinking Laws Grant Program Number 10-EUD-011. Said Request for Reimbursement is in the amount of two thousand four hundred twenty dollars and zero cents (\$2,420.00) for the month of June, 2011. Along with the Request for Reimbursement Form; a Financial Recap Page; Project Financial Report; the Time Sheets for Kelly Shook, SOBER Program Coordinator; the Monthly Project Director's Report; the Demographic Report are being submitted.

A copy of the Progress Report is attached to this Order and should be made a part thereof.

The aforementioned Grant Application and pertinent documentation pertaining to the aforementioned Grant Application 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/1618

8/25/11
69/524

WEST VIRGINIA Division of Justice and Community Services	Request for Reimbursement
--	----------------------------------

RECEIVED (For DCJS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 10-EUD-011
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures FROM: 7/1/11 TO: 7/31/11

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$2,420.00
Travel/Training	\$-0-
Space	\$-0-
Other	\$-0-
TOTAL	\$2,420.00

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
 (Authorized Official or Grant Financial Officer ONLY)


 SIGNATURE 8/25/11 DATE

DJCS 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 Accountant**

8/25/11
69/524

AUGUST 25, 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
BUDGET REVISION FOR JAG GRANT #11-JAG-09.

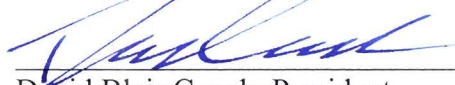
ORDER

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 Budget Revision for West Virginia Division of Criminal
Justice Services Justice Assistance Grant (JAG) number 11-JAG-09.

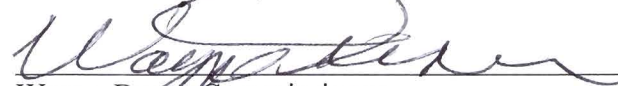
A copy of said Contract is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen E. Gainer, Commissioner

M/1617

8/25/11
69/524

WEST VIRGINIA
DIVISION OF JUSTICE and COMMUNITY
SERVICES
 JUSTICE ASSISTANCE
 GRANT PROGRAM

ITEMIZATION OF FUNDS BY CATEGORY
PAGE - 2

Budget Category	Matching Funds	Federal Grant Funds	Approved (DJCS Use Only)
<u>Personnel / Contractual:</u>			
PRO Officer - Williamstown High School - Deputy Leland Jefferson - \$18.51/hour x 135.06 hours/month (average) x 10 mos. Benefits: Retirement - \$25,000 x .09 FICA - \$25,000 x .041 SEE BELOW	\$2,250 \$1,025	\$25,000.00	
<u>Travel / Training:</u>			
<u>Equipment:</u>			
Workers Comp. - \$25,000 x .0212 Unemployment - \$25,000 x .015 Health Insurance - \$476.18/mo. x 10 mos.	\$530 \$375 \$4,762		
<u>Other:</u>			
TOTAL MATCHING FUNDS	\$8,942		
TOTAL FEDERAL FUNDS		\$25,000	
TOTAL APPROVED GRANT AWARD			

**All funds must be rounded to the nearest whole dollar. **

WEST VIRGINIA
DIVISION OF JUSTICE and COMMUNITY
SERVICES

JUSTICE ASSISTANCE
 GRANT PROGRAM

Budget Summary

PAGE - 3

Applicant:

Federal Employer Identification Number (FEIN)

Wood County Commission

556000417

Category	Grant Funds (A)*	Matching Funds (Cash)(B)	Total Funds (A + B)
Personnel/Contractual	\$25,000	\$8,942	\$33,942
Travel/Training			
Equipment			
Other			
Total Budget	\$25,000	\$8,942	\$33,942

FUNDING STRATEGY

Funding Source(s)	Amount	Status
Grant Funds:	\$ 25,000	C
Cash Match:	\$	
Wood County Schools and	\$ 8,942	C
Wood County Commission	\$	
	\$	
Total:	\$ 33,858	

All funds must be rounded to the nearest whole dollar amount.

Remember to include the FEIN Number at top of page

WEST VIRGINIA
DIVISION OF JUSTICE and COMMUNITY
SERVICES

JUSTICE ASSISTANCE
GRANT PROGRAM

Budget Narrative

PAGE - 4

Provide here a justification and explanation of the budget items shown on pages 2 and 3. This should contain criteria and data used to arrive at estimates and costs for all items listed. In completing the project budget narrative, please identify data by the major budget category involved. All salary expenses need to be broken out to show monthly salary and benefits. *Please show both Grant Funds requested, as well as Matching Funds if applicable. Please differentiate between Grant Funds and Matching Funds.*

Applications that do not provide a sufficient narrative may be subject to exclusion. Use additional blank pages as necessary.

GRANT FUNDS

PERSONNEL/CONTRACTUAL

It is anticipated that Deputy Leland Jefferson will remain the PRO Officer for Williamstown High School for the upcoming school year. Deputy Jefferson will work approximately 10 months on PRO Officer items throughout the grant year. A total of \$25,000 has been earmarked for personnel expenses. Deputy Jefferson receives \$18.51/hour which averages to 135.06 hours/month. Some months may require more hours while other months may be less. However, the maximum number of hours he will work under this grant is 1,351.

MATCH FUNDS

PERSONNEL/CONTRACTUAL

Wood County will be paying the following standard benefit costs for Deputy Jefferson:

Retirement - \$25,000 x .09 =	\$2,250
FICA - \$25,000 x .041=	\$1,025
Workers Comp. - \$25,000 x .0212 =	\$ 530
Unemployment - \$25,000 x .015 =	\$ 375
Health Insurance - \$476.18/mo. x 10 mos. =	\$4,762
TOTAL	\$8,942