

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

IN RE: MINUTES OF MEETING HELD
MONDAY, DECEMBER 19, 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 Jane Rader, Michael B. Loftis, John Strock and Calyn, Inc.

AGENDA AND DISCUSSION ITEMS

At 10:15 A.M., the County Commission met with Jeff Williams, Director of the Day Report Center. Mr. Williams presented a check for reimbursement of the monies the Commission forwarded them for salaries during the months of July and August, 2011.

At 10:30 A.M., the County Commission held a hearing in regard to the Jean Pennington estate. After testimony, the County Commission denied the motion that Patricia Weigle, Administratrix, be removed. Information in regard to this matter is on file in the Probate Office.
(Probate Order)

At 11:00 A.M., the County Commission met with Ann Conageski and Ed Bonar from the City of Parkersburg to discuss the Wood County Housing Fund. Ms. Conageski stated it is almost out of money and there has been a request through the Wood County Solid Waste Authority to spend

money in excess of the remaining balance. No decision was made other than to add the issue to the rolling agenda.

At 11:15 A.M., Russ Skogstad, City of Vienna, met with the Commission to request a hearing for annexation of property in Parkersburg Taxing District. A hearing date was set for February 6, 2012 at 10:30 A.M. (Order)

At 11:19 A.M., the County Commission met with Jamie Six, County Clerk and Melody Ross, County Clerk employee for a public hearing on magisterial redistricting changes. (Order A/892)

At 11:30 A.M., the County Commission toured the new Wood County Justice Center with local officials.


ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/1752, M/1753, M/1754, M/1755, M/1756, M/1757, A/892, A/887, A/888, A/889 and A/890.

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 December 19, 2011.

Wood County Commission Meeting
Held December 19, 2011

Please Print

1.	<i>Jim Nash</i>
2.	<i>Ernest M. Hyndley</i>
3.	<i>By Request - GREG REYNOLDS</i>
4.	<i>Ann Conagesh</i>
5.	<i>ED BONAR</i>
6.	<i>Bill Brown</i>
7.	<i>Russell Skogstad</i>
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Wood County Commission

12/19/2011
 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
10:00 AM	PRESENTATION REGARDING DAY REPORT CENTER	JEFF WILLIAMS
10:30 AM	CONTINUANCE OF JEAN PENNINGTON ESTATE – ASKING THAT THE ADMINISTRATIX, PATRICIA WEIGLE, BE REMOVED	GREGORY REYNOLDS
10:45 AM	DISCUSS WOOD COUNTY HOUSING PROGRAM	ANN CONAGESKI, CITY OF PARKERSBURG DEVELOPMENT DIRECTOR
11:00 AM	FILE ANNEXATION PETITION FOR THE CITY OF VIENNA	RUSS SKOGSTAD
11:15 AM	DISCUSS MAGISTERIAL REDISTRICTING CHANGES	JAMIE SIX AND MELODY ROSS, COUNTY CLERK'S OFFICE
11:30 AM	TOUR WOOD COUNTY JUSTICE CENTER	
Special notes:	<ol style="list-style-type: none"> 1. Vacancies on Boards and Commissions 2. Building Enforcement Properties 3. Contribution Requests 4. County Facilities 5. Discuss Change Orders for Justice Center 6. Vendor Preference 7. Discuss Mountwood Park funding 8. Discuss change orders for the Energy Program 	

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: 701902

Tax Year: 2011

Upon the application of CALYN INC whose address is 1009 GRAND CENTRAL AVE VIENNA, WV 26105-0000 aggrieved by an erroneous assessment in VIENNA District (10), in the County of Wood, for the 2011 tax year.

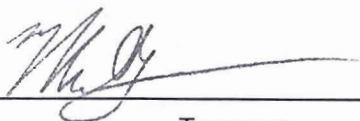
The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the 2011 tax year.

If the taxes have 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 the affected tax year, the Sheriff shall allow a credit on future taxes payable.

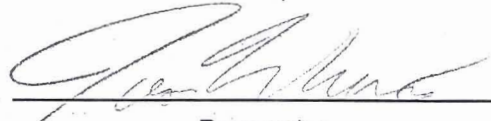
DUE TO A TAXPAYER CLERICAL ERROR THE 2002 FORD TRUCK WAS REPORTED ON THE BUSINESS WHEN IN FACT IT IS TITLED AND PAID ON IN HIS PERSONAL NAME. SUPPLEMENTAL TICKET #80001817. SEE ATTACHED.

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

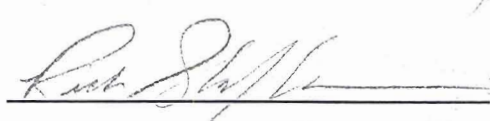
Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2011	BILLING	4	424.30	2.896000	4	14,651
11/16/2011	PENDING EXONERATION	4	-135.53	2.896000	4	-4,680
Adjusted Net Taxes			288.77	Adjusted Net Value		9,971



Taxpayer



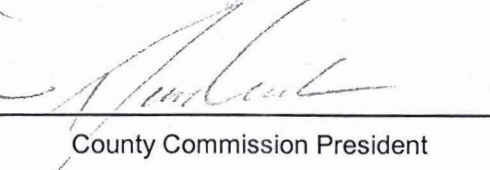
Prosecutor



Assessor



Commissioner



County Commission President



Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on December 19, 2011

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **913948**

Tax Year: **2007**

Upon the application of **STROCK JOHN H** whose address is **2710 FAIRVIEW AVE PARKERSBURG, WV 26104-0000** aggrieved by an erroneous assessment in **PARKERSBURG District (05)**, in the County of Wood, for the **2007** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2007** tax year.


If the taxes have 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 the affected tax year, the Sheriff shall allow a credit on future taxes payable.


JOHN STROCK DIED JULY 26, 2006. DAVID STROCK AS HIS POWER OF ATTORNEY FILED AN ASSESSMENT ON JULY 14, 2006. DAVID WAS HIS HEIR AND RECEIVED THE VEHICLE. HIS WIFE COLUMBIA WAS NOT ON THE TITLE AND HAD NO INTEREST IN THE VEHICLE. PLEASE EXONERATE.


All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County


Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2007	BILLING	4	218.24	2.858400	4	7,635
12/05/2011	PENDING EXONERATION	4	-218.24	2.858400	4	-7,635
Adjusted Net Taxes			0.00	Adjusted Net Value		0

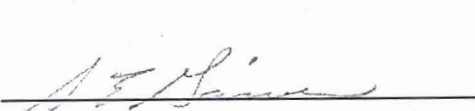
Columbia R. Strock by
Mary Margaret Patterson
Taxpayer Executive


Prosecutor


Assessor


Commissioner


County Commission President


Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on December 19, 2011

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **716406**

Tax Year: **2011**

Upon the application of **LOFTIS MICHAEL B** whose address is **6499 OD ST MARYS PIKE PARKERSBURG, WV 26101-0000** aggrieved by an erroneous assessment in UNION District (09), in the County of Wood, for the **2011** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2011** tax year.

If the taxes have 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 the affected tax year, the Sheriff shall allow a credit on future taxes payable.

DUE TO A TAXPAYER CLERICAL ERROR THE 2010 VOLKSWAGON WAS REPORTED WHEN IN FACT IT WAS NOT TITLED UNTIL 8/30/2010. SEE ATTACHED.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2011	BILLING	3	444.96	2.190800	3	20,310
12/14/2011	PENDING EXONERATION	3	-340.78	2.190800	3	-15,555
			Adjusted Net Taxes		Adjusted Net Value	4,755

Taxpayer

Prosecutor

Assessor

Commissioner

County Commission President

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on December 19, 2011

By: Kimberly Enoch/SW

Application Printed On

Wednesday, December 14, 2011 11:42 am

Wood County Commission

Erroneous Assessment Application

Tax Type: Personal Property

Tax Ticket: 718998

Tax Year: 2011

Upon the application of **RADER JANE R** whose address is **707 19TH ST VIENNA, WV 26105-1211** aggrieved by an erroneous assessment in **VIENNA District (10)**, in the County of Wood, for the **2011** tax year.

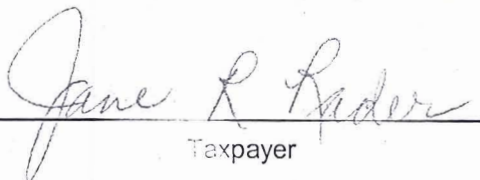
The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2011** tax year.

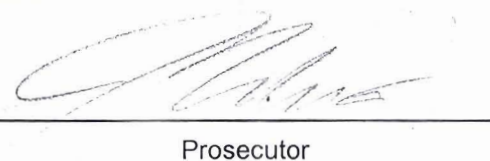
If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

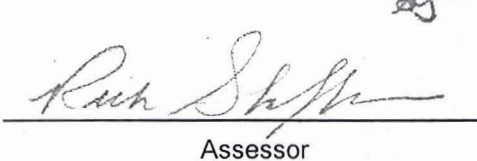
DUE TO A TAXPAYER CLERICAL ERROR THE 2002 TOYOTA WAS NOT REMOVED FROM THE ASSESSMENT FORM WHEN IN FACT IT WAS REPLACED WITH THE 2008 KIA.

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2011	BILLING	4	270.64	2.896000	4	9,345
12/12/2011	PENDING EXONERATION	4	-58.64	2.896000	4	-2,025
			Adjusted Net Taxes			Adjusted Net Value
			212.00			320

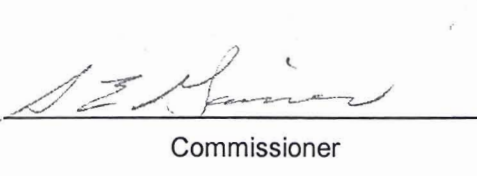

Taxpayer


Prosecutor


Assessor


Commissioner


County Commission President


Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County. The County Commission did approve this exoneration on December 19, 2011

ORDERS-Wood County Commission, West Virginia

OCTOBER Term,

MONDAY, DECEMBER 19, 2011
TWENTY-SECOND Day

DECEMBER 20 11

CASSTO & HARRIS, INC., SPENCER, WV RE-ORDER NO. 3423-08

the Personal Representative, after first being duly sworn, shall make a true and accurate appraisalment of the Estate of BERTHA MAE RICHARDS, deceased, both real and personal, and will make their return thereof as required by law.

No reference is made to a Fiduciary Commissioner, for settlement, in this Estate.

IN RE: ESTATE OF ARTHUR R. BROOKOVER, DECEASED

This day came GLORIA JEAN HALL, who was, by the last Will and Testament of ARTHUR R. BROOKOVER, deceased, named therein to qualify as EXECUTRIX, of said Will.

It appearing to this Commission that GLORIA JEAN HALL, be and she is hereby qualified as such EXECUTRIX, as provided by said Will.

Whereupon the said GLORIA JEAN HALL, before the County Commission, made oath thereto, as such EXECUTRIX, and together with SELF, AS SURETY, WITH JUSTIFICATION FILED, approved by the County Commission, entered into and acknowledged a bond in the penalty of Eight Thousand (\$8,000.00) Dollars, conditioned according to law.

Letters testamentary are hereby granted the said GLORIA JEAN HALL, upon the Estate of ARTHUR R. BROOKOVER, deceased, in due form.

In accordance with Chapter 44, Article 1, Section 14 of the West Virginia Code, of 1931, as amended, effective July 9, 1993, the Personal Representative, after first being duly sworn, shall make a true and accurate appraisalment of the Estate of ARTHUR R. BROOKOVER, deceased, both real and personal, and will make their return thereof as required by law.

No reference is made to a Fiduciary Commissioner, for settlement, in this Estate.

IN RE: ESTATE OF JEAN PENNINGTON, DECEASED. (ORDER COUNTY COMMISSION-MOTION TO REMOVE ADMINISTRATRIX DENIED)

This day, the County Commission before a hearing, denied the motion that Patricia Weigle, the Administratrix for the Estate of JEAN PENNINGTON, deceased, be removed.

IN RE: ESTATE OF EILEEN JEAN BUFFINGTON, DECEASED

This day came EDWARD EUGENE BUFFINGTON, SR., who was, by the last Will and Testament of EILEEN JEAN BUFFINGTON, deceased, named therein to qualify as EXECUTOR, without bond, of said Will.

It appearing to this Commission that EDWARD EUGENE BUFFINGTON, SR., be and she is hereby qualified as such EXECUTOR, and entered upon the discharge of said trust, without bond, as provided by said Will.

Letters testamentary are hereby granted the said EDWARD EUGENE BUFFINGTON, SR., upon the Estate of EILEEN JEAN BUFFINGTON, deceased, in due form.

In accordance with Chapter 44, Article 1, Section 14 of the West Virginia Code, of 1931, as amended, effective July 9, 1993, the Personal Representative, after first being duly sworn, shall make a true and accurate appraisalment of the Estate of EILEEN JEAN BUFFINGTON, deceased, both real and personal, and will make their return thereof as required by law.

No reference is made to a Fiduciary Commissioner, for settlement, in this Estate.

IN RE: ESTATE OF DAROLD G. YEAGER, DECEASED. (DATE OF DEATH: 12/18/2011)

This day came JUNE A. BECWAR and BRENDA K. GRIGGS and moved their appointments and qualifications as CO-ADMINISTRATRIX of the Estate of DAROLD G. YEAGER, deceased.

It appearing to this Commission, proper so to do, the said JUNE A. BECWAR and BRENDA K. GRIGGS are hereby qualified as such CO-ADMINISTRATRIX.

Whereupon the said JUNE A. BECWAR and BRENDA K. GRIGGS, before the County Commission, made oath thereto, as such CO-ADMINISTRATRIX, and together with JUNE A. BECWAR and BRENDA K. GRIGGS, AS SURETY, WITH JUSTIFICATION FILED, approved by the County Commission, entered into and acknowledged a bond in the penalty of ONE HUNDRED (\$100.00) Dollars, conditioned according to law.

Letters of administration are hereby granted the said JUNE A. BECWAR and BRENDA K. GRIGGS upon the Estate of DAROLD G. YEAGER, deceased, in due form.

In accordance with Chapter 44, Article 1, Section 14 of the West Virginia Code, of 1931, as amended, effective July 9, 1993, the Personal Representative, after first being duly sworn, shall make a true and accurate appraisalment of the Estate of DAROLD G. YEAGER, deceased, both real and personal, and will make their return thereof as required by law.

No reference is made to a Fiduciary Commissioner, for settlement, in this Estate.

There appearing no further business to claim the attention of this Commission, it is hereby ordered that this Commission, do now adjourn to meet in Regular Session, Thursday, December 22, 2011, at 9:30 o'clock A. M.

President



12/19/11
69/59/

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: Petition for Annexation
 By Minor Boundary Adjustment
 City of Vienna, a Municipal Corporation
 (a tract of land located in the Southwest corner of the intersection of 12th
 St. and Grand Central Avenue, containing approximately 1.432-A,
 Parkersburg District, Tract 142, parcel 24)

ORDER

This 19th day of December, 2011, came the Petitioner, City of Vienna, a Municipal Corporation, by and through Russell J. Skogstad, Jr., its attorney, and tendered and asked leave to file its Peitition for Annexation by Minor Boundary Adjustment pursuant to West Virginia Code § 8-6-5, as amended.

WHEREUPON, and after having reviewed said Petition it hereby found that same meets the requirements of West Virginia Code § 8-6-5, and accordingly, it is hereby ORDERED FILED.

IT IS FURTHER ORDERED that a hearing upon said Petition shall be held before the Commission, in chambers at the Wood County Courthouse, Parkersburg, West Virginia, on FEBRUARY 6, 2012 10:30AM

IT IS FURTHER ORDERED that the Petitioner shall cause a Notice of Hearing to be published in accordance with West Virginia Code § 8-6-5, as amended and that the Notice of Hearing shall be prominently posted at not less than five public places within the area proposed to be annexed.

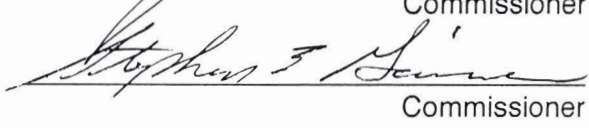
ENTER:



Commissioner



Commissioner



Commissioner



CO. . .

12/19/11
69/59J

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: Petition for Annexation By Minor Boundary Adjustment
City of Vienna, a Municipal Corporation
(a tract of land located in the Southwest corner of the intersection of 12th
St. and Grand Central Avenue, containing approximately 1.432-A,
Parkersburg District, Tract 142, parcel 24)

Now comes the City of Vienna, a municipal corporation, by Russell J. Skogstad, Jr., its attorney, pursuant to West Virginia Code § 8-6-5, as amended, and respectfully represents to the Commission as follows, to-wit:

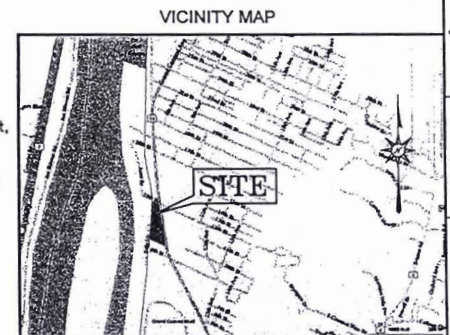
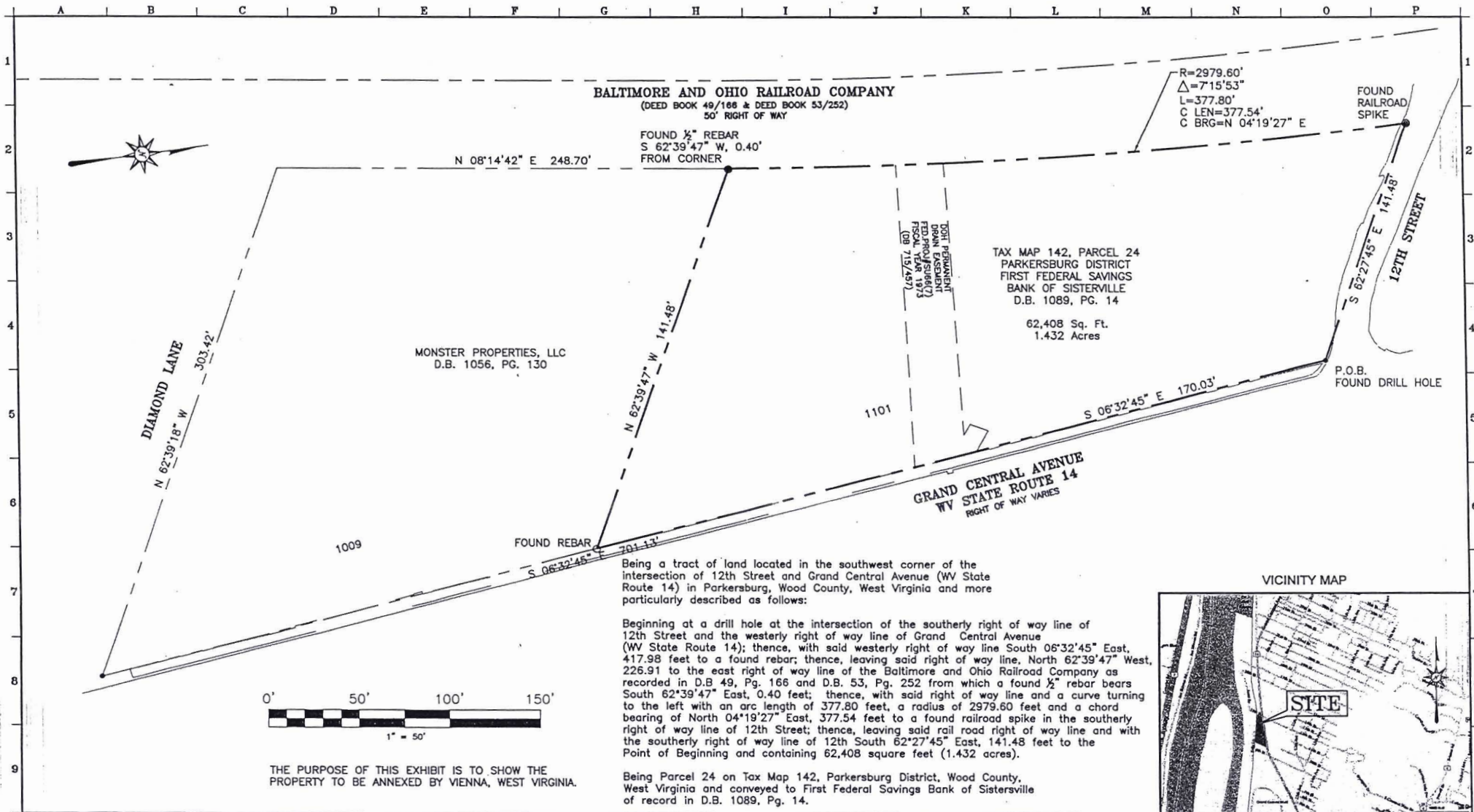
1. Petitioner is a municipal corporation located wholly within the County of Wood, State of West Virginia and is authorized by law to seek the relief requested in this petition.
2. Petitioner petitions this Commission for annexation by minor boundary adjustment of the territory more particularly shown upon the attached plat, designated as Exhibit "B", and by reference made a part hereof.
3. The territory sought to be annexed consists of that certain lot, tract, or parcel as set out in the Magisterial District of Parkersburg, Tax Map 142, Parcel 24, and more commonly referred to as a tct. consisting of 1.432 Acres, located in the southwest corner of the intersection of 12th St. and Grand Central Avenue; said property is entirely within the County of Wood, State of West Virginia;
4. The territory sought to be annexed, more particularly described above, is located adjacent to property owned by:
 1. Baltimore and Ohio Railroad Company, DB 49/166 and 53/252, 50' Right of Way on the Westernmost border of the lot, CSX Transportation, Inc., Corporate Headquarters, 500 Water Street, 15th Floor, Jacksonville, FL 32202, 904-359-3200
 2. Monster Properties, LLC, 1009 Grand Central Ave., Vienna, WV 26105
 3. First Federal Bank of Sistersville, 726 Wells St., Sistersville, WV 26175
 4. West Virginia Department of Transportation, Division of Highways, Right of Way Division, 1900 Kanawha Boulevard, East, Building 5, Room A-618, Charleston, WV 25305
 5. Twelfth St., Vienna, Wood County, West Virginia
 6. Grand Central Avenue, Wood County, West Virginia
5. The Territory to be annexed is further described as:
 - a. SEE ATTACHED EXHIBIT "A"

6. No business is located within the boundaries of said property.
7. No persons reside in the territory sought to be annexed.
8. All municipal services including police and fire protection will be provided within the territory sought to be annexed, and which are necessary for the provision of emergency services to properties now located within the corporate limits of Petitioner but are not entirely accessible through streets and highways now within said corporate limits. An example of such property is Ohio Valley College.
9. Petitioner believes that no adverse impact will occur as to solid waste collection or other related services if such annexation is approved.
10. Petitioner believes that no adverse impact will occur for fire protection insurance rates in the territory sought to be annexed nor will the proposed annexation have any adverse affect on Petitioner's finances and municipal services.
11. The proposed annexation and this petition meet all requirements of West Virginia Code § 8-6-5, as amended.
12. No adverse impact will occur to any person if the annexation requested herein is approved.
13. No portion of the territory proposed for annexation is located within the corporate boundaries of any other municipality.
14. The proposed annexation is in the best interest of the Petitioner and the County of Wood.
15. The owner of the Property to be annexed is: First Federal Bank of Sistersville, 726 Wells St., Sistersville, WV 26175.

Dated this 22nd day of December, 2011

City of Vienna
A Municipal Corporation
Petitioner

By: _____
Russell J. Skogstad, Jr.
Its Attorney



VE VISION ENGINEERING
Water Resources, Environmental, Civil & GIS Consultant
3399 Tauxe Creek Road Box 250
Lexington, KY 40502
Ph: 606/933-8015
Fax: 606/259-0523
www.visioneng.com

PREPARED FOR:

ANNEXATION EXHIBIT
TAX MAP 142, PARCEL 24
1101 GRAND CENTRAL AVE. (WV-14)
PARKERSBURG, WOOD COUNTY, WEST VIRGINIA

REVISIONS			DATE:
NO.	DESCRIPTION	DATE:	APPRVD.
			JUNE 17, 2011

Exhibit "B"

PROPERTY TO BE ANNEXED BY VIENNA, WEST VIRGINIA

Being a tract of land located in the southwest corner of the intersection of 12th Street and Grand Central Avenue (WV State Route 14) in Parkersburg, Wood County, West Virginia and more particularly described as follows:

Beginning at a drill hole at the intersection of the southerly right of way line of 12th Street and the westerly right of way line of Grand Central Avenue (WV State Route 14); thence, with said westerly right of way line South 06°32'45" East, 417.98 feet to a found rebar; thence, leaving said right of way line, North 62°39'47" West, 226.91 to the east right of way line of the Baltimore and Ohio Railroad Company as recorded in D.B 49, Pg 166 and D.B. 53, Pg. 252 from which a found ½" rebar bears South 62°39'47" East, 0.40 feet; thence, with said right of way line and a curve turning to the left with an arc length of 377.80 feet, a radius of 2979.60 feet and a chord bearing of North 04°19'27" East, 377.54 feet to a found railroad spike in the southerly right of way line of 12th Street; thence, leaving said rail road right of way line and with the southerly right of way line of 12th South 62°27'45" East, 141.48 feet to the Point of Beginning and containing 62,408 square feet (1.432 acres).

Being Parcel 24 on Tax Map 142, Parkersburg District, Wood County, West Virginia and the property conveyed to the First Federal Savings Bank of Sistersville of record in D.B. 1089, Pg. 14.

12/19/11
69/591

DECEMBER 19, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY ORDER THAT
PRECINCT NUMBER 38 BE MOVED FROM MAGISTERIAL DISTRICT A TO
MAGISTERIAL DISTRICT B AND PRECINCT 69 BE MOVED FROM MAGISTERIAL
DISTRICT C TO MAGISTERIAL DISTRICT A.

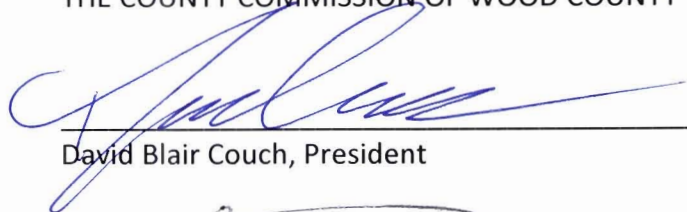
ORDER

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
ORDER that Precinct Number 38 be moved from Magisterial District "A" to Magisterial District
"B" and Precinct Number 69 be moved from Magisterial District "C" to Magisterial District "A".

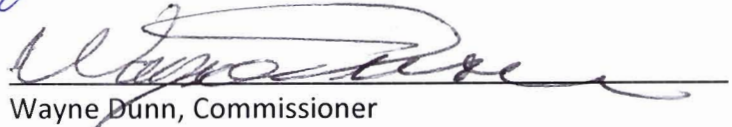
Said changes will bring Wood County into compliance with the revision to West Virginia
Code 7-2-2, in regard to Redistricting for Senate and House Districts.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

12/19/11
69/592

DECEMBER 19, 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
CONTRACT AGREEMENT FOR A DAY REPORT CENTER
GRANT #12-CCPT-04.

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 Contract Agreement for a Wood County Day Report
Center pre-trial Release Program Grant #12-CCPT-04.

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

APPROVED:

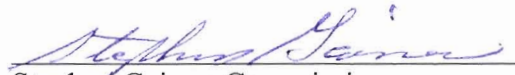
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

M/1752

12/19/11
69/592

GRANT CONTRACT AGREEMENT

BETWEEN THE

DIVISION OF JUSTICE AND COMMUNITY SERVICES

AND

Wood County Commission

12-CCPT-04

This **AGREEMENT**, entered into this **December 1, 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: **Wood County Day Report Center Pre-trial Release Program.**

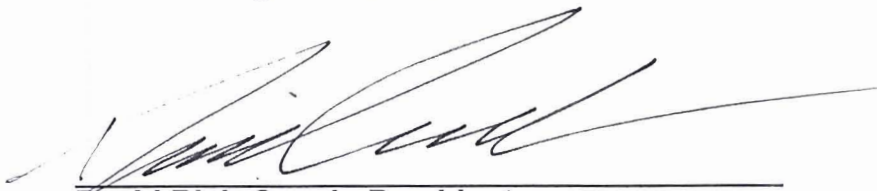
NOW, THEREFORE, the parties hereto mutually agree as follows:

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 October 1, 2011 and shall continue those services/activities until September 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 **\$60,000.00** 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 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 12/19/11 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 (Nonprocurement) 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.

I. 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 subrecipients 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 connec-

tion with 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,

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

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

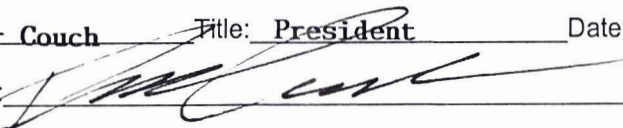
This entity, as a for-profit entity or a state or local government having 50 or more employees, was awarded, through this subgrant from DJCS, more than \$500,000, or has been awarded more than \$1 million cumulatively from all program administered by the U.S. Department of Justice over an 18 month period 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: 12-19-11

Authorized Official's Signature: _____



(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 100, Parkersburg, WV 26101

2. Application Number and/or Project Name

12-CCPT-14

3. Grantee IRS/Vendor Number

556000417

4. Typed Name and Title of Authorized Representative

David Blair Couch, President, Wood County Commission

5. Signature

6. Date

12-19-11

**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: Community Corrections

Subgrantee Name: Wood County Commission

Authorized Official's Name: David Blair Couch

Subgrant Number: 12-CCPT-04

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

DECEMBER 19, 2011

12/19/11
69/592

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 \$715.00.

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 seven hundred fifteen dollars and zero cents (\$715.00) for the month of November, 2011. Along with the Request for Reimbursement Form; a Financial Recap Page; and Project Financial Report are being submitted.

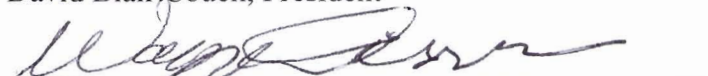
The aforementioned Grant Application and pertinent documentation are on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

M/1753

12/19/11
69/592

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 #: 11-EUD-015
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures FROM: 11/1/11 TO: 11/30/11

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$715.00
Travel/Training	\$-0-
Space	\$-0-
Other	\$-0-
TOTAL	\$715.00

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 12/19/11
 TYPED NAME & TITLE SIGNATURE DATE
 (Authorized Official or Grant Financial Officer ONLY)

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

DECEMBER 19, 2011

12/19/11
69/592

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 F12-HS-03-154. SAID REQUEST IS IN THE AMOUNT OF \$2,686.86.

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 sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F12-HS-03-154. The Request for Reimbursement is in the amount of two thousand six hundred eighty-six dollars and eighty-six cents (\$2,686.86) for the month of November, 2011. The Request for Reimbursement form, the Program Activity Report, the Project Financial Report, the time sheets for Tiano-Knopp Associates, the Ripley Police Department, the Spencer Police Department, the Doddridge County Sheriff's Department, the Wood County Sheriff's Department, the Vienna Police Department, the Ravenswood Police Department, the Harrisville Police Department, the Jackson County Sheriff's Department, the Grantsville Police Department 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.

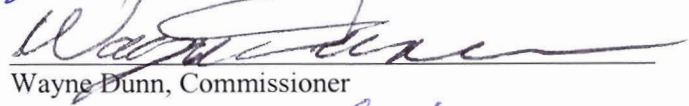
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

12/19/11
69/592

REQUEST FOR REIMBURSEMENT	
(For GHSP Use Only)	Sub-Grantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	P. O. Number: MV1203
	Grant Number: F12-HS-03-154
	FEIN Number: 556 000 417
	Funds are hereby requested to cover expenditures For the period of: 11/1/11 - 11/30/11

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$2,686.86
TOTAL	\$ 2,686.86

CERTIFICATION:

I certify that this report represents 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 for inspection at the request of the Governor's Highway Safety Program.

BY: David Blair Couch, President  12/19/2011

(Typed Name And Title) (Signature) (Date)


(Authorized Official or Grant Financial Officer Only)

GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY		
ADMINISTRATIVE APPROVAL		
This request is approved for the amount of:	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
	(Approved)	(Date)
Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.		
_____	_____	
(Date)	(Director)	
Purchasing/Accounts Payable Use Only		

GOVERNOR'S HIGHWAY SAFETY PROGRAM
2 Hale Street, Suite 100
Charleston, WV 25301

Telephone: (304) 558-6080

Fax: (304) 558-6083

PROJECT FINANCIAL REPORT				Final Report <input type="checkbox"/>	Page 1 of 1	Report #: <u>2</u>
Subgrantee: Wood County Commission		Prepared By: Jamie Six		For Period: 11/1/11 - 11/30/11		Grant Project #: F121HS-03-154
Address: One Court Square, Suite 203		Phone #: 304/424-1850		Date Prepared: 12/19/11		Account #: AL12-02-03, PM12-03-03
Parkersburg, WV 26101		Signature: 				

CATEGORY	APPROVED BUDGET (If Applicable to Program)			EXPENDED THIS PERIOD (If Applicable to Program)			EXPENDED TO DATE (If Applicable to Program)			UNPAID OBLIGATIONS Grant Funds ONLY
	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match	
Personnel/ Contractual	\$127,300.00	-0-	-0-	\$2,686.86	-0-	-0-	\$2,769.66	-0-	-0-	
Travel/Train.	\$1,000.00	-0-	-0-	\$-0-	-0-	-0-	\$-0-	-0-	-0-	
Equipment	\$62,000.00	-0-	-0-	\$-0-	-0-	-0-	\$-0-	-0-	-0-	
Other	\$16,500.00	-0-	-0-	\$-0-	-0-	-0-	\$-0-	-0-	-0-	
TOTALS	\$206,800.00	-0-	-0-	\$2,686.86	-0-	-0-	\$2,769.66	-0-	-0-	

INSTRUCTIONS

The following instructions should be observed when preparing a Project Financial Report.

DUE DATES: Reports are due in the Governor's Highway Safety Office by the 20th day of the month following the period of this report.

SUBGRANTEE: Enter the name and address of the State Agency, Unit of Local Government, or Non-Profit Agency that is designated as the grant recipient.

PREPARED BY: Type the name and phone number (including extension) of the person preparing this report. The preparer must sign in the space provided.

FOR PERIOD: Enter the month(s) covered by this report.

FINAL REPORT: Check this box if this is the last report.

DATE PREPARED: Enter the date this report was prepared.

GRANT PROJECT #: Enter the number assigned by the Governor's Highway Safety Program.

ACCOUNT #: Enter the proper number from the approved grant application. For multiple accounts, use additional pages.

APPROVED BUDGET: Enter the latest approved budget.

EXPENDED THIS PERIOD: Enter expenditures made during this reporting period. Expenditure information should be based on actual disbursements and should not be rounded.

COPIES OF APPROPRIATE DOCUMENTATION SUPPORTING THIS PERIOD'S EXPENDITURES MUST BE ATTACHED TO THIS FORM.

REPORT #: Assign consecutive numbers as each report is submitted.

EXPENDED TO DATE: Enter cumulative expenditures to date based on actual disbursements and not rounded.

UNPAID OBLIGATIONS: Enter all obligations that have been incurred during this reporting period that have not been paid.

SUBMIT ORIGINAL REPORT TO:

Governor's Highway Safety Program
2 Hale Street, Suite 100
Charleston, West Virginia 25301

QUESTIONS: Please phone between 9:00 a.m. and 4:30 p.m.

DECEMBER 19, 2011

12/19/11
69/592

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 F12-HS-03-402. SAID REQUEST IS IN THE AMOUNT OF \$5,113.35.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by Wayne Dunn 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 F12-HS-03-402. The Request for Reimbursement is in the amount of five thousand one hundred thirteen dollars and thirty-five cents (\$5,113.35) for the month of November, 2011. The Request for Reimbursement form, the Program Activity Report, the Project Financial Report, the time sheets for Tiano-Knopp Associates, the Vienna Police Department, the Ravenswood Police Department, Wood County Sheriff's Department, the Ripley Police Department 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.

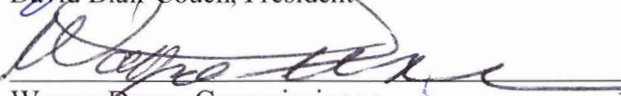
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

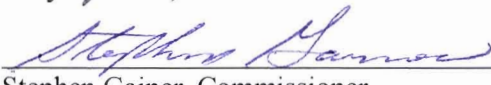
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

M/1755

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

12/19/11
69/592

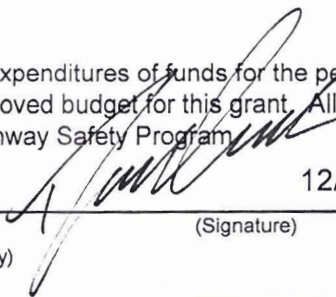
REQUEST FOR REIMBURSEMENT	
(For GHSP Use Only)	Sub-Grantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	P. O. Number MV1203
	Grant Number: F12-HS-03-402
	FEIN Number: 556 000 417
	Funds are hereby requested to cover expenditures For the period of: 11/1/11 - 11/30/11

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$5,113.35
TOTAL	\$ 5,113.35

CERTIFICATION:

I certify that this report represents 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 for inspection at the request of the Governor's Highway Safety Program.

BY: David Blair Couch, President  12/19/2011

(Typed Name And Title) (Signature) (Date)

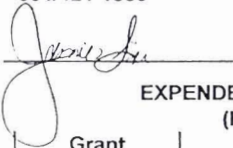
(Authorized Official or Grant Financial Officer Only)

GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY		
ADMINISTRATIVE APPROVAL		
This request is approved for the amount of:	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
	(Approved)	(Date)
Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.		
_____	_____	
(Date)	(Director)	
Purchasing/Accounts Payable Use Only		

GOVERNOR'S HIGHWAY SAFETY PROGRAM
2 Hale Street, Suite 100
Charleston, WV 25301

Telephone: (304) 558-6080

Fax: (304) 558-6083

PROJECT FINANCIAL REPORT											
Subgrantee: Wood County Commission			Prepared By: Jamie Six			Final Report <input type="checkbox"/>			Page 1 of 1		Report #: <u>2</u>
Address: One Court Square, Suite 203			Phone #: 304/424-1850			For Period: 11/1/11 – 11/30/11			Grant Project #: F12HS-03-402		
Parkersburg, WV 26101			Signature: 			Date Prepared: 12/19/11			Account #: SA12-18-03, OP12-05-03, PT12-07-03, PM12-26-03		
CATEGORY	APPROVED BUDGET (If Applicable to Program)			EXPENDED THIS PERIOD (If Applicable to Program)			EXPENDED TO DATE (If Applicable to Program)			UNPAID OBLIGATIONS Grant Funds ONLY	
	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match		
Administra- tion	\$56,950.00	-0-	-0-	\$4,137.87	-0-	-0-	\$7,298.58	-0-	-0-		
Travel	\$-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-		
Occupant Protection	\$38,500.00	-0-	-0-	\$422.70	-0-	-0-	\$422.70	-0-	-0-		
PTS	\$44,500.00	-0-	-0-	\$552.78	-0-	-0-	\$1,259.58	-0-	-0-		
Paid Media	\$2,000.00	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-		
TOTALS	\$141,950.00	-0-	-0-	\$5,113.35	-0-	-0-	\$8,980.86	-0-	-0-		

INSTRUCTIONS

The following instructions should be observed when preparing a Project Financial Report.

DUE DATES: Reports are due in the Governor's Highway Safety Office by the 20th day of the month following the period of this report.

SUBGRANTEE: Enter the name and address of the State Agency, Unit of Local Government, or Non-Profit Agency that is designated as the grant recipient.

PREPARED BY: Type the name and phone number (including extension) of the person preparing this report. The preparer must sign in the space provided.

FOR PERIOD: Enter the month(s) covered by this report.

FINAL REPORT: Check this box if this is the last report.

DATE PREPARED: Enter the date this report was prepared.

GRANT PROJECT #: Enter the number assigned by the Governor's Highway Safety Program.

ACCOUNT #: Enter the proper number from the approved grant application. For multiple accounts, use additional pages.

APPROVED BUDGET: Enter the latest approved budget.

EXPENDED THIS PERIOD: Enter expenditures made during this reporting period. Expenditure information should be based on actual disbursements and should not be rounded.

COPIES OF APPROPRIATE DOCUMENTATION SUPPORTING THIS PERIOD'S EXPENDITURES MUST BE ATTACHED TO THIS FORM.

REPORT #: Assign consecutive numbers as each report is submitted.

EXPENDED TO DATE: Enter cumulative expenditures to date based on actual disbursements and not rounded.

UNPAID OBLIGATIONS: Enter all obligations that have been incurred during this reporting period that have not been paid.

SUBMIT ORIGINAL REPORT TO:

Governor's Highway Safety Program
 2 Hale Street, Suite 100
 Charleston, West Virginia 25301

QUESTIONS: Please phone between 9:00 a.m. and 4:30 p.m.

12/19/11
69/593

DECEMBER 19, 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 JUSTICE ASSISTANCE GRANT NUMBER 11-JAG-09. SAID REQUEST IS IN THE AMOUNT OF \$2,665.44.

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 Justice Assistance Grant Number 11-JAG-09. The Request for Reimbursement is in the amount of two thousand six hundred sixty-five dollars and forty-four cents (\$2,665.44) for the month of November, 2011. The Request for Reimbursement form, the Financial Recap Report, the Project Financial Report, the time sheets for Deputy Leland Jefferson, the Grant Progress Report and PRO Monthly Reporting Form have been submitted.

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

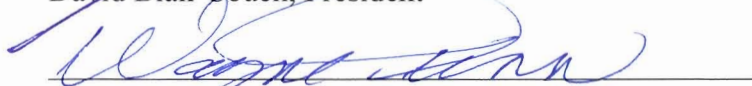
Documentation pertaining to the Justice Assistance Grant is on file in the Office of the County Administrator

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen E. Gainer, Commissioner

12/19/11
69/593

WEST VIRGINIA Division of Justice and Community Services	Request for Reimbursement
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RECEIVED (For DJCS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 11-JAG-09
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures
	FROM: 11/1/11 TO 11/30/11

PROJECT CASH EXPENDITURES


Account #	Amount
11-JAG-09	\$2,183.22
TOTAL	\$2,665.44

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 12/19/11
 DATE

(Authorized Official or Grant Financial Officer ONLY)

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

12/19/11
69/593

DECEMBER 19 , 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 F12-HS-03-410. SAID REQUEST IS IN THE AMOUNT OF \$4,562.43.

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 F12-HS-03-410. The Request for Reimbursement is in the amount of four thousand five hundred sixty-two dollars and forty-three cents (\$4,562.43) for the month of November, 2011. The Request for Reimbursement form, the Program Activity Report, the Project Financial Report, the time sheets for Tiano-Knopp Associates, the Ripley Police Department, the Vienna Police Department, the Wood County Sheriff's Department, 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.

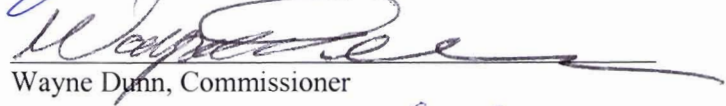
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen E. Gainer, Commissioner

M/1757

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

12/19/11
69/593

REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	Sub-Grantee:	Wood County Commission
	Address:	One Court Square, Suite 203 Parkersburg, WV 26101
	P. O. Number	MV1203
	Grant Number:	F12-HS-410
	FEIN Number:	556 000 417
	Funds are hereby requested to cover expenditures	
	For the period of: 11/1/11 - 11/30/11	

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$4,562.43
TOTAL	\$ 4,562.43

CERTIFICATION:

I certify that this report represents 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 for inspection at the request of the Governor's Highway Safety Program.

BY: David Blair Couch, Presiden 12/19/2011
(Typed Name And Title) (Signature) (Date)
(Authorized Official or Grant Financial Officer Only)

GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

<small>(Approved)</small>		<small>(Date)</small>

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

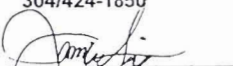
(Date) (Director)

Purchasing/Accounts Payable Use Only

GOVERNOR'S HIGHWAY SAFETY PROGRAM
2 Hale Street, Suite 100
Charleston, WV 25301

Telephone: (304) 558-6080

Fax: (304) 558-6083

PROJECT FINANCIAL REPORT				Final Report <input type="checkbox"/>	Page 1 of 1	Report #: <u> 2 </u>
Subgrantee: Wood County Commission		Prepared By: Jamie Six		For Period: 11/1/11 – 11/30/11		Grant Project #: F12HS-03-410
Address: One Court Square, Suite 203		Phone #: 304/424-1850		Date Prepared: 12/19/11		Account #: K812-01-03, K812-04-03, K812-05-03
Parkersburg, WV 26101		Signature: 				

CATEGORY	APPROVED BUDGET (If Applicable to Program)			EXPENDED THIS PERIOD (If Applicable to Program)			EXPENDED TO DATE (If Applicable to Program)			UNPAID OBLIGATIONS Grant Funds ONLY
	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match	Grant Funds	Cash Match	In-Kind Match	
Personnel	\$78,700.00			\$4,562.43			\$5,950.68			
Travel	-0-			-0-			-0-			
Equipment	-0-			-0-			-0-			
Other	-0-			-0-			-0-			
TOTALS	\$78,700.00			\$4,562.43			\$5,950.68			

INSTRUCTIONS

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DUE DATES: Reports are due in the Governor's Highway Safety Office by the 20th day of the month following the period of this report.

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