

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

IN RE: MINUTES OF MEETING HELD  
THURSDAY, SEPTEMBER 22, 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.

Bickford Tice was sworn in as Court Security for the Wood County Sheriff's Department.

James Lett was sworn in as a member of the Mineral Wells Public Service District.

**AGENDA AND DISCUSSION ITEMS**

At 10:10 A.M., the County Commission met with Attorney Blaine Myers to discuss procedures for the Commission regarding purchasing vehicles. Mr. Myers also asked them for input regarding the bidding procedures.

At 10:30 A.M., Bob Buchanan from the Juvenile Drug Court and Susie Bullock met with the Commission to discuss the "College Matters" program. This program is a college readiness class.

(Order M/1659)

At 10:40 A.M., Delegate Tom Azinger presented a grant award certificate to Joyce Mathers from the United Way.

At 10:41 A.M., Steve Simonton met with the Commission to request they act as fiscal agent for a grant they are applying for in the amount of \$2,000.00. (Order M/1658)


**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

M/1657, M/1658, M/1659, M/1660, M/1661, M/1662 and A/832

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



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David Blair Couch, President



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Wayne Durm, Commissioner



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Stephen Gainer, Commissioner

To listen to this meeting, please refer to DVD labeled September 22, 2011.

Wood County Commission Meeting  
Held September 22, 2011

Please Print

1.	BLAINE MYERS
2.	Bob Buchanan
3.	Susie Bullock
4.	STEVE SIMONTON
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# Wood County Commission

9/22/2011  
1 Court Square, Suite 203  
Parkersburg, WV 26101

<b>9:30 AM</b>	APPROVE AND SIGN MINUTES, ORDERS, PURCHASE ORDERS, INVOICES, NEW ROAD NAMES AND ANY OTHER ADMINISTRATIVE DUTIES	MARTY SEUFER, COUNTY ADMINISTRATOR
<b>10:15 AM</b>	DISCUSS COLLEGE MATTERS	BOB BUCHANAN; JIM BULLOCK, OHIO VALLEY UNIVERSITY
<b>10:30 AM</b>	PRESENTATION OF GRANT AWARD CERTIFICATE	JOYCE MATHER, UNITED WAY; DELEGATE TOM AZINGER
<b>10:45 AM</b>	SUBMISSION FOR APPROVAL OF LEPC GRANT	DOUG HESS

Special notes:	<ol style="list-style-type: none"><li>1. Vacancies on Boards and Commissions</li><li>2. Building Enforcement Properties</li><li>3. Contribution Requests</li><li>4. County Facilities</li><li>5. Discuss Change Orders for Justice Center</li><li>6. Lifestyle Returns (Wellness Committee Program)</li><li>7. Vendor Preference</li></ol>
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FOR LEARNING. FOR FAITH. FOR LIFE.

## **COLLEGE MATTERS**

### **College Readiness Class**

Tuesdays  
September 27-December 20  
(With November 22 off for Thanksgiving)  
6:30 – 8 PM

Isom Academic Center  
Room 142

**Cost: \$100**  
Includes Textbook and Refreshments

#### **Topics include**

- Financial Aid
- Learning Styles
- Study Skills
- Career/Major Decision Making
- College Search
- ACT Prep:  
*Math      English      Reading      Science*

***Register by September 20, 2011***

*Call Kathy Muller at 304.865.6127 or [kathy.muller@ovu.edu](mailto:kathy.muller@ovu.edu) to Register*



9/22/11  
691542

STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO - WIT:

I, JAMES LETT, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the office of Mineral Wells Public Service District in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.

James R. Lett

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 22<sup>nd</sup> day of September, 2011.

[Signature]  
County Commission of Wood County

9/22/11

69/542

STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO - WIT:

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

Bickford L Tice

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 20<sup>th</sup> day of September, 2011.

[Signature]  
County Commission of Wood County

# Wood County Office of the Sheriff

"Leadership Everyday with Honor, Integrity, and Service"

9/22/11  
69/542

Date: September 15, 2011  
To: Wood County Finance  
From: Sheriff Jeff S. Sandy  
Re: Change of status for Bickford Tice



As of September 16, 2011 Bickford Tice (part-time employee) will be working full time as a Court Security Officer with full benefits. His annual salary will be \$21,746.40 and will be taken from line item 700-10-198.

Any questions please call Joanne Smith at 304-424-1924.



RECEIVED  
SEP 16 '11  
COUNTY  
ADMINISTRATOR



9/22/11  
69/542

SEPTEMBER 22, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WEST VIRGINIA IN THE AMOUNT OF \$4,359.71 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE HAPPY VALLEY FLOOD MITIGATION PHASE III GRANT.

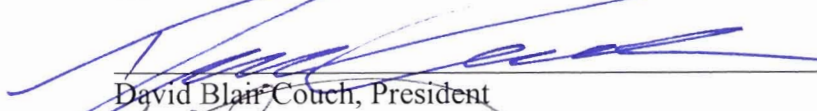
**ORDER**

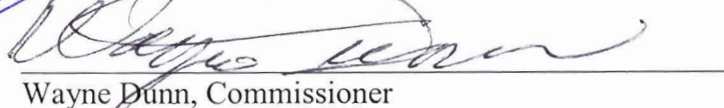
On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of four thousand three hundred fifty-nine dollars and seventy-one cents (\$4,359.71) which represents reimbursement to Wood County for Drawdown Number Three (3) for the Happy Valley Flood Mitigation Phase Three (III) Grant. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 69, at Page 500 and bearing the date of July 25, 2011 at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen Gainer, Commissioner

M/1657

9/22/11  
69/543

SEPTEMBER 22, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE  
WOOD COUNTY LEPC TO APPLY FOR A GRANT.

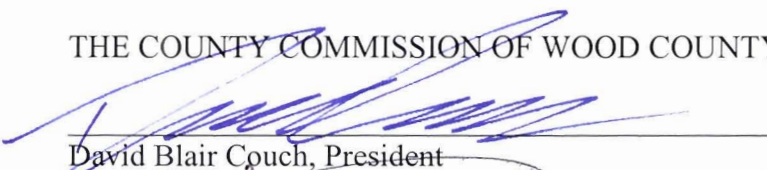
**ORDER**


On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE the Wood County Local Emergency Planning Committee (LEPC) to apply for a grant in the amount of two thousand dollars and zero cents (\$2,000.00) for literature regarding public preparedness.

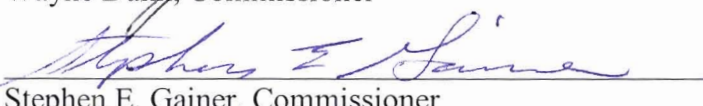
The aforementioned Contractual Agreement and pertinent documentation pertaining to the aforementioned Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen E. Gainer, Commissioner

M/1658

9/22/11  
69/543

SEPTEMBER 22, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY APPROVE A  
DONATION OF \$1,500.00 TO THE COLLEGE MATTERS  
PROGRAM.


**ORDER**


On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby APPROVE a donation of one thousand five hundred dollars and zero cents (\$1,500.00) in funding to the "College Matters" College Readiness Program.

Said expenditure will be paid out of the Wood County General Fund lottery line item.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen E. Gainer, Commissioner

9/22/11  
69/543

SEPTEMBER 22, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
THE DONATION OF CEILING TILES TO THE HABITAT FOR  
HUMANITY.

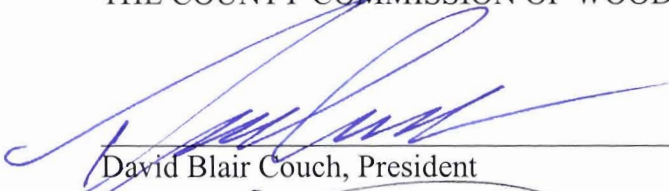
**ORDER**

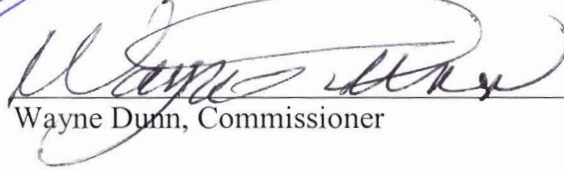
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Steve Gainer and made unanimous by Wayne Dunn, did hereby AUTHORIZE the donation of four (4) pallets of used ceiling tiles to the Habitat for Humanity, 1448 7<sup>th</sup> Street, Parkersburg, West Virginia.

Said items were salvaged during the construction and renovation of The Wood County Justice Center.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen E. Gainer, Commissioner



9/22/11  
69/543

SEPTEMBER 22, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY APPROVE A  
DONATION OF \$2,500.00 TO THE CITY OF NORTH HILLS.

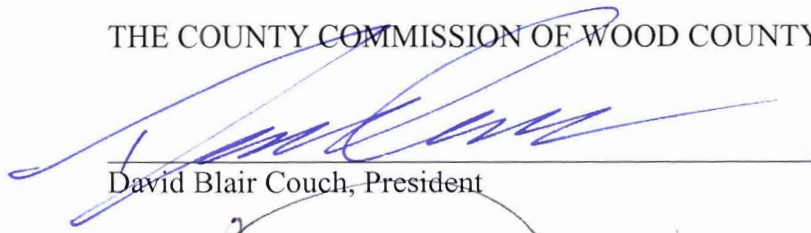
**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby APPROVE a donation of two thousand five hundred dollars and zero cents (\$2,500.00) in funding to the City of North Hills for their pool.

Said expenditure will be paid out of the Wood County General Fund lottery line item.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen E. Gainer, Commissioner

9/22/11  
69/543

SEPTEMBER 22, 2011

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE  
PURCHASE OF 5 CARS FOR THE WOOD COUNTY SHERIFF'S  
DEPARTMENT.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by David Blair Couch and passed with Stephen Gainer voting in the negative, did hereby AUTHORIZE the purchase of five (5) Dodge Chargers for the Wood County Sheriff's Department. Said vehicles will be purchased off the State of West Virginia Purchasing Division Statewide Contract at a cost of twenty-one thousand eight hundred eighteen dollars and zero cents (\$21,818.00) each.

Said purchase will be paid out of the Wood County Coal Severance fund.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen E. Gainer, Commissioner

M/1662

SEPTEMBER 22, 2011

9/22/11  
69/542

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F11-HS-03-402. SAID REQUEST IS IN THE AMOUNT OF \$15,149.83.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F11-HS-03-402. The Request for Reimbursement is in the amount of fifteen thousand one hundred forty-nine dollars and eighty-three cents (\$15,149.83) for the month of August, 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 Roane 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.

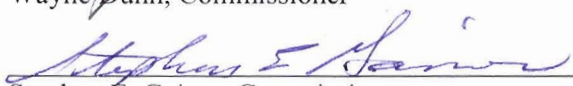
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Wayne Dunn, Commissioner

  
\_\_\_\_\_  
Stephen E. Gainer, Commissioner



