

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

IN RE: MINUTES OF MEETING HELD  
MONDAY, JULY 16, 2012

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

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

**AGENDA AND DISCUSSION ITEMS**

At 10:45 A.M., Tom Smith, Administrator for the Wood County Sheriff's Department, met with the County Commission to discuss a court security grant that was awarded to their department. He stated that they had received the grant funds to update the cameras at the Holmes R. Shaver Judicial Annex and requested the commission approve the grant. (Order M/2041)

Also discussed were the bids received on June 21, 2012 for the vehicles to be utilized by the Wood County Sheriff's Department. Mr. Smith summarized the bids received were too high, possibly due to lack of availability of vehicles, and inquired about rebidding. The commission requested that the sheriff provide them with a spreadsheet showing their needs, etc. which will allow them to determine what funding is available.

At 11:00 A.M. Larry Butcher addressed the commission to complain about treatment he received from Wood County Compliance Officer, John Reed, regarding cleanup of his son's property. The commission requested that Mr. Butcher put his complaint in writing so they can file the complaint with the Wood County Sheriff's Office for investigation.

The County Commission adjourned.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

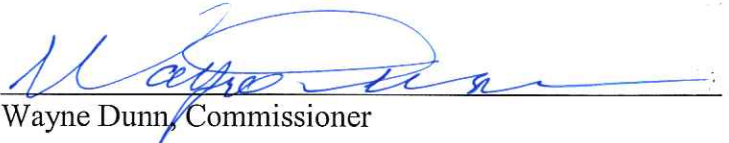
M/2037, M/2038, M/2039, M/2040, and M/2041

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.

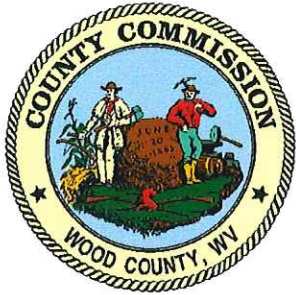
Stephen Gainer, Commissioner

To listen to this meeting, please refer to DVD labeled July 16, 2012.

Wood County Commission Meeting  
Held July 16, 2012

**Please Print**

1.	LARRY Eugene Butcher
2.	T.R. Smith
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	



# Wood County Commission

7/16/2012  
1 Court Square, Suite 203  
Parkersburg, WV 26101

<b>9:30 AM</b>	APPROVE AND SIGN MINUTES, ORDERS, PURCHASE ORDERS, INVOICES, NEW ROAD NAMES, ERRONEOUS ASSESSMENT APPLICATIONS AND ANY OTHER ADMINISTRATIVE DUTIES	MARTY SEUFER, COUNTY ADMINISTRATOR
<b>10:30 AM</b>	DISCUSS COURTHOUSE SECURITY GRANT AND VEHICLES FOR SHERIFF'S DEPARTMENT	TOM SMITH, LAW ENFORCEMENT OFFICE
<b>11:00 AM</b>	DISCUSS CISCO (PER WD)	
<b>General discussion items:</b>		

7/16/12  
70/117

JULY 16, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

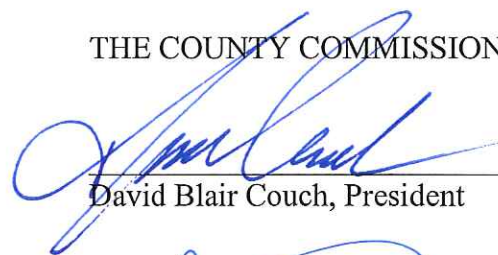
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE  
SHERIFF'S OFFICE TO OBTAIN BIDS FOR A CAMERA  
SYSTEM.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby AUTHORIZE the Wood County Sheriff's Office to obtain competitive bids for a camera system update in the Holmes R. Shaver Judicial Annex. Said camera system update is being funded through a court security grant.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

M/2041

JULY 16, 2012

7/12/16  
70/117

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 VICTIMS OF CRIME ADVOCATE GRANT NUMBER 10-VA-040. SAID REQUEST IS IN THE AMOUNT OF \$3,036.57.

**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 Victims of Crime Advocate Grant Number 10-VA-040. The Request for Reimbursement is in the amount of three thousand thirty-six dollars and fifty-seven cents (\$3,036.57) for the month of June, 2012. Along with the Request for Reimbursement Form; a Financial Recap Page; Project Financial Report; Daily Time Sheets for the Victims Advocate, Tiffany Kiger; Time Sheets for the Assistant Victim Advocate, Clarence Hodge; Monthly Progress Reports and the Monthly Statistical 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 Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

M/2040

7/12/16  
7/11/17

<b>WEST VIRGINIA</b> Division of Criminal Justice Services	<b>Request for Reimbursement</b>
---	----------------------------------

**COPY RECEIVED**

(For DCJS Use Only)

<b>Subgrantee:</b>	Wood County Commission
<b>Address:</b>	One Court Square, Suite 203 Parkersburg, WV 26101
<b>Project #:</b>	10-VA-040
<b>FEIN#:</b>	556 000 417
Funds are hereby requested to cover expenditures	
<b>FROM:</b>	6/1/12
<b>TO:</b>	6/30/12

**PROJECT CASH EXPENDITURES**

CATEGORY	AMOUNT
<b>Personnel/Contractual</b>	<b>\$3,036.57</b>
<b>Travel/Training</b>	
<b>Space</b>	
<b>Other</b>	
<b>TOTAL</b>	<b>\$3,036.57</b>

**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

7/15/12  
DATE

(Authorized Official or Grant Financial Officer ONLY)

**DCJS 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

7/16/12  
70/116

JULY 16, 2012

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 \$2,953.43.

**ORDER**

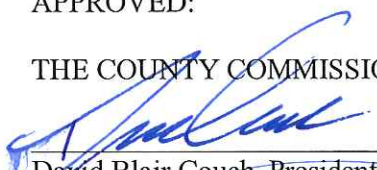
On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by Wayne Dunn and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F12-HS-03-402. The Request for Reimbursement is in the amount of two thousand nine hundred fifty-three dollars and forty-three cents (\$2,953.43) for the month of June, 2012. 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 Jackson County Sheriff's 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 Gainer, Commissioner



**GOVERNOR'S HIGHWAY SAFETY PROGRAM**

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

**COPY**

Telephone: (304) 926-2509

Fax: (304) 926-3880

7/16/12  
70/116

**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: 6/1/12 - 6/30/12

**PROJECT CASH EXPENDITURES**

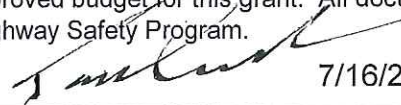
Account Number	Amount
9007-2012-0802-099-128	\$2,953.43
<b>TOTAL</b>	<b>\$2,953.43</b>

**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



7/16/2012

(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:

	(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**

7/16/12  
70/116

JULY 16, 2012

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 \$15,703.05.

**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 fifteen thousand seven hundred three dollars and five cents (\$15,703.05) for the month of June, 2012. 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 Parkersburg Police Department, the Jackson County Sheriff's Department, the Harrisville 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

**COPY**

Telephone: (304) 926-2509

Fax: (304) 926-3880

7/16/12  
70/116

**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

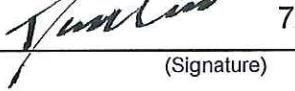
Funds are hereby requested to cover expenditures  
For the period of: 6/1/12 - 6/30/12

**PROJECT CASH EXPENDITURES**

Account Number	Amount
9007-2012-0802-099-128	\$15,703.05
<b>TOTAL</b>	<b>\$ 15,703.05</b>

**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  7/16/2012  
(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**

JULY 16, 2012

7/16/12  
70/116

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 \$5,424.95.

**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-03-154. The Request for Reimbursement is in the amount of five thousand four hundred twenty-four dollars and ninety-five cents (\$5,424.95) for the month of June, 2012. 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 Harrisville Police Department, the Wood County Sheriff's Department, the St. Marys Police Department, the Jackson County Sheriff's Department, the Doddridge County Sheriff's Department, the Spencer Police Department, the Grantsville Police Department, the Roane County Sheriff's Department, the West Union Police Department, the Ritchie 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.

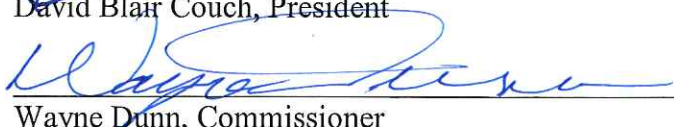
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

M/2037

**GOVERNOR'S HIGHWAY SAFETY PROGRAM**

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

**COPY**

Telephone: (304) 926-2509

Fax: (304) 926-3880

7/16/12  
70/116

**REQUEST FOR REIMBURSEMENT**

(For GHSP Use Only)	<b>Sub-Grantee:</b>	<b>Wood County Commission</b>
	<b>Address:</b>	<b>One Court Square, Suite 203 Parkersburg, WV 26101</b>
	<b>P. O. Number</b>	<b>MV1203</b>
	<b>Grant Number:</b>	<b>F12-HS-03-154</b>
	<b>FEIN Number:</b>	<b>556 000 417</b>
	<b>Funds are hereby requested to cover expenditures</b>	
	<b>For the period of: 6/1/12 - 6/30/12</b>	

**PROJECT CASH EXPENDITURES**

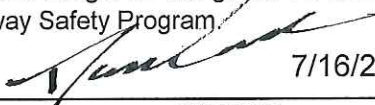
Account Number	Amount
9007-2012-0802-099-128	\$5,424.95
<b>TOTAL</b>	<b>\$ 5,424.95</b>

**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



7/16/2012

(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:

(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**