

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

IN RE: MINUTES OF MEETING HELD  
MONDAY, OCTOBER 29, 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.

Tim Flinn was sworn in to the Wood County Airport Authority.

David Cutright was sworn in to the WV EMS TSN Region V.

Thomas Lee Allen, Jr. was sworn in as a Holding Center Officer for the Wood County Sheriff's Department.

At 10:25 A.M. an epidemiologist from the Mid-Ohio Valley Health Department met with the commission to discuss their handling of the recent meningitis outbreak in the United States caused by epidermal injections.

**AGENDA AND DISCUSSION ITEMS**

At 10:37 A.M., Bob Enoch and Jim Miracle from the Wood County Historical Society met with the commission to discuss the county cemeteries. He asked the commission to create a position to oversee the labor from the area corrections program regarding the cleaning of area cemeteries.

At 10:45 A.M., Wood County Emergency Services Director, Ed Hupp, met with the commission to update them on the potential of the storm in the next few days. He stated our area

should only get some high winds. He stated he has had a request from the Health Department for a generator. Mr. Hupp recommended that he keeps all the generators at the Emergency Services building.

At 10:55 A.M., the commission performed the test of the tabulation equipment for the upcoming election (Order M/2166).

At 11:30 A.M., Wood County Engineer, Bill Brown, met with the commission to discuss the surfacing of the former magistrate court parking lot.

At 11:45 A.M., the commission inspected the voting machines for the upcoming election.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

M/2166, M/2168

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

To listen to these minutes, please refer to CD labeled October 29, 2012.

Wood County Commission Meeting  
Held October 29, 2012

**Please Print**

|                      |
|----------------------|
| 1. Bob Green         |
| 2. Tom Miracle WELKE |
| 3. Bill Brown        |
| 4.                   |
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# Wood County Commission

10/29/2012  
 1 Court Square, Suite 203  
 Parkersburg, WV 26101

|                   |  |                                       |
|-------------------|--|---------------------------------------|
| <b>9:30 A.M.</b>  | APPROVE AND SIGN MINUTES, ORDERS, PURCHASE ORDERS, INVOICES, NEW ROAD NAMES, ERRONEOUS ASSESSMENT APPLICATIONS AND ANY OTHER ADMINISTRATIVE DUTIES | MARTY SEUFER,<br>COUNTY ADMINISTRATOR |
| <b>10:30 A.M.</b> | DISCUSS WOOD COUNTY CEMETERIES   | BOB ENOCH                             |
| <b>10:45 A.M.</b> | TEST TABULATION EQUIPMENT FOR ELECTION DAY   | JAMIE SIX, MARK RHODES, MELODY ROSS   |
| <b>11:15 A.M.</b> | INSPECT IVOTRONICS FOR ELECTION DAY  | JAMIE SIX, MARK RHODES, MELODY ROSS   |
|                   |  |                                       |

OCTOBER 29, 2012

10/29/12

20/171

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 12-VA-008. SAID REQUEST IS IN THE AMOUNT OF \$2,407.50.

**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 two thousand four hundred seven dollars and fifty cents (\$2,407.50) for the month of September, 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, 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/2167

COPY

RECEIVED

(For DCJS Use Only)

|  |  |
|--|--|
| Subgrantee:                                      | Wood County Commission                               |
| Address:   | One Court Square, Suite 203<br>Parkersburg, WV 26101 |
| Project #:                                       | 12-VA-008  |
| FEIN#:   | 556 000 417  |
| Funds are hereby requested to cover expenditures |  |
| FROM:  | 9/1/12 TO: 9/30/12                                   |


**PROJECT CASH EXPENDITURES**

| CATEGORY              | AMOUNT            |
|-----------------------|-------------------|
| Personnel/Contractual | \$2,407.50        |
| Travel/Training       |                   |
| Space                 |                   |
| Other                 |                   |
| <b>TOTAL</b>          | <b>\$2,407.50</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            10/29/12  
 TYPED NAME & TITLE      SIGNATURE      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

NOVEMBER 1, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: TEST CERTIFICATION NUMBER 1 - VOTE RECORDING  
DEVICES AND TABULATING EQUIPMENT FOUND TO BE  
FREE FROM ERROR (NUNC PRO TUNC OCTOBER 29, 2012).

**ORDER**

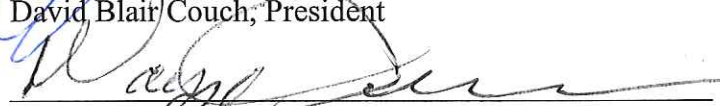
On this date, the County Commission, upon a motion made by David Blair Couch, seconded by Wayne Dunn and Stephen Gainer, did hereby CERTIFY that the October 29, 2012 public test of the Vote Recording Devices and the Tabulating Equipment to be used for vote tabulation in the November 6, 2012 General Election was inspected and found to be free from error.


A copy of Test Certification Number 1 is attached to this Order and shall be made thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

  
\_\_\_\_\_  
Steve Gainer, Commissioner

M/2168

10/29/12  
70/171

**TEST CERTIFICATION NUMBER 1**

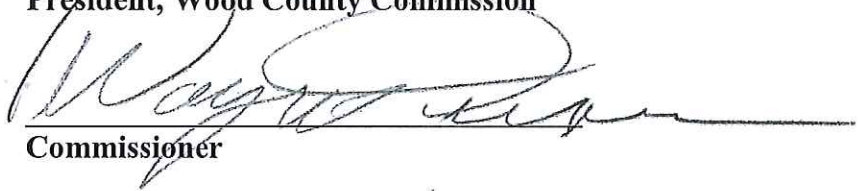
**WOOD COUNTY**

**GENERAL ELECTION**

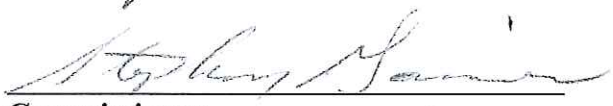
We, the undersigned, of Wood County, do hereby certify that the October 29, 2012, public inspection of the Vote Recording Devices and public test of the Tabulating Equipment to be used for vote tabulation in the November 6, 2012, General Election, was tested and it was found to be free from error.



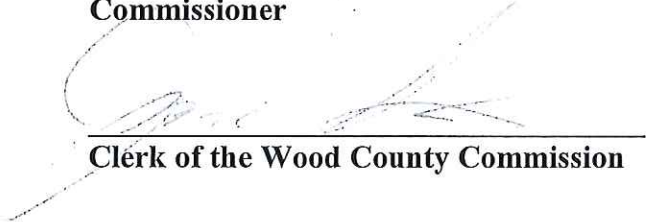
**President, Wood County Commission**



**Commissioner**



**Commissioner**



**Clerk of the Wood County Commission**

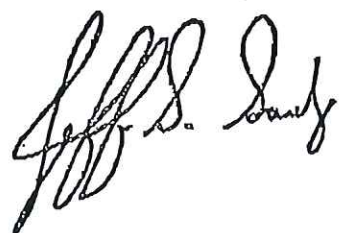
Dated this 29<sup>th</sup> day of October, 2012.



# Office of the Sheriff - Wood County West Virginia

**Administrative - Confinement - Major Crimes - Public Safety Operations**  
401 Second Street, Suite 11, Parkersburg, WV 26101

Date: October 29, 2012  
To: Wood County Finance  
From: Sheriff Jeff S. Sandy  
Re: New Hire



10/29/12  
70/170

Thomas Allen Jr. will be starting as a Corrections Officer in the Wood County Holding Center on November 1, 2012. His annual salary will be \$24,793.92 and will be taken from line item 702-10-187.

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



11/12  
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STATE OF WEST VIRGINIA  
COUNTY OF WOOD

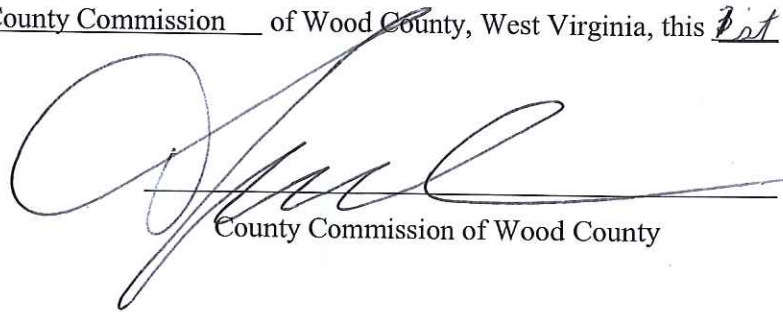
}

TO -WIT:

I, TIM FLYNN, 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 WOOD COUNTY AIRPORT AUTHORITY 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.

  
\_\_\_\_\_

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 1st day of November, 2012.

  
\_\_\_\_\_

County Commission of Wood County

10/29/12  
70/171

STATE OF WEST VIRGINIA  
COUNTY OF WOOD

} TO -WIT:

I, DAVID CUTRIGHT, 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 WV EMS TSN REGION V 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.

  
\_\_\_\_\_

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 29<sup>th</sup> day of October, 2012.

  
\_\_\_\_\_  
County Commission of Wood County

10/28/12  
70/70

STATE OF WEST VIRGINIA  
COUNTY OF WOOD

}

TO -WIT:

I, THOMAS LEE ALLEN, JR., 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 HOLDING CENTER OFFICER 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.

  
\_\_\_\_\_

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 29<sup>th</sup> day of October, 2012.

  
\_\_\_\_\_  
County Commission of Wood County