

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 27, 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 put into nomination for Wood County Airport Authority (Order M/2134).

The County Commission, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch approved minutes of September 17 and 20, 2012.

AGENDA AND DISCUSSION ITEMS

At 10:30 A.M., the County Commission placed a conference call to Mick Staton from Capitol Link, who serves as a grant researcher for the county.

At 11:00 A.M. Dick Wittberg with the Mid-Ohio Valley Health Department announced that they have received an award naming them the top Health Department for the country. National Association of Boards of Health awarded it to them.


They adjourned at 12:00 P.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

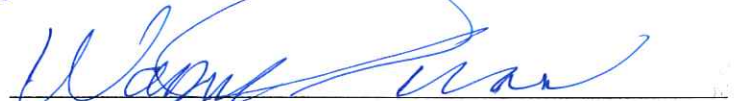
M/2123, M/2124, M/2125, M/2126, M/2127, M/2128, M/2134

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 September 27, 2012.



Wood County Commission

9/27/2012
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	APPROVE AND SIGN MINUTES, ORDERS, PURCHASE ORDERS, INVOICES, NEW ROAD NAMES, ERRONEOUS ASSESSMENT APPLICATIONS AND ANY OTHER ADMINISTRATIVE DUTIES ANNOUNCE VACANCY ON WOOD COUNTY AIRPORT AUTHORITY	
10:30 A.M.	CONFERENCE CALL	MICK STATON, CAPITOL LINK



Wood County Commission

9/27/2012
 1 Court Square, Suite 203
 Parkersburg, WV 26101

9:30 A.M.	APPROVE AND SIGN MINUTES, ORDERS, PURCHASE ORDERS, INVOICES, NEW ROAD NAMES, ERRONEOUS ASSESSMENT APPLICATIONS AND ANY OTHER ADMINISTRATIVE DUTIES ANNOUNCE VACANCY ON WOOD COUNTY AIRPORT AUTHORITY	<i>announced vacancy + nominated Tim Flinn BL-W-5</i>
10:30 A.M.	CONFERENCE CALL	MICK STATON, CAPITOL LINK

*Minutes approved:
 17th + 20th*

Wood County Commission Meeting
Held September 27, 2012

Please Print

1.	<i>Mr. Mrs. Harris</i>
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10/1/12

September 24th, 2012

To: The Wood County Commission

10/1/12
70/157

From: Jeff Williams/Regional Director DRC

Subject: New Hire

Gentlemen:

Attached is a new hire request for Sherry Wise. Ms. Wise is being hired to replace Amy Boyd, one of our current case managers, who tendered her resignation effective September 28th, 2012. Ms. Wise will begin work on October 9th, 2012, and will be paid an annual salary of \$34,000.00. The amount of her salary is commiserate with her many years of experience doing both case management and substance abuse counseling and the fact she has a Master's Degree in criminal justice. She will be working as both a case manager and a substance abuse counselor. Ms. Boyd only had the qualifications to provide case management services. We have the funds in our 2012-2013 grant to pay for this position. For purposes of Finance this position will be as follows: Sherry Wise, P.O. Box 374, Parkersburg, WV 26101, SS # _____ yearly salary of \$34,000.00 as a Case Manager/Counselor at the Wood County Day Report Center. Said salary and all benefits to be paid from the State Grant line item.

Respectfully Yours,


Jeffery J. Williams

Regional Director/ DRC

Cc: Finance





9/27/12
70/155

SEPTEMBER 27, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE
PURCHASE OF A ROAD SIGN FOR TECHNOLOGY DRIVE.

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 purchase of a road sign for TECHNOLOGY DRIVE. Said sign was requested by West Virginia University at Parkersburg.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen E. Gainer, Commissioner

M/2123

9/27/12
70/156

SEPTEMBER 27, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$15,237.15 OF WHICH \$4,211.32 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F12-HS-03-154.

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 fifteen thousand two hundred thirty-seven dollars and fifteen cents (\$15,237.15) of which four thousand two hundred eleven dollars and thirty-two cents (\$4,211.32) represents reimbursement to Wood County for expenses incurred during the month of July, 2012, in regard to the Governor's Highway Safety Program Grant Number F12-HS-03-154. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 138 and bearing the date of August 23, 2012 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 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

9/27/12
70/156

SEPTEMBER 27, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$15,237.15 OF WHICH \$11,025.83 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F12-HS-03-402.

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 fifteen thousand two hundred thirty-seven dollars and fifteen cents (\$15,237.15) of which eleven thousand twenty-five dollars and eighty-three cents (\$11,025.83) represents reimbursement to Wood County for expenses incurred during the month of July, 2012, in regard to the Governor's Highway Safety Program Grant Number F12-HS-03-402. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 138 and bearing the date of August 23, 2012 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 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/2125

SEPTEMBER 27, 2012

9/27/12
70156

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
COPIER TONER AGREEMENT WITH CWS.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer, and made unanimous by Wayne Dunn, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Extended Service Plan with CWS for copier toner.

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/2126



9/27/12
70/156

Parkersburg...Charleston...Wheeling...Morgantown
Phone: 800-344-5205 or cwscopliers.com

"ESP"
Extended Service Plan

C O M P A N Y
 COMPANY NAME: WOOD COUNTY COMMISSION
 ADDRESS / LOCATION: #1 COURT SQUARE SUITE 205
 CITY: PARKERSBURG STATE: WV ZIP: 26101
 Attn: MARTY SEUFER

B I L L
 COMPANY NAME: _____
 ADDRESS / LOCATION: SAME
 CITY: _____ STATE: _____ ZIP: _____
 Attn: _____

The undersigned (CWS) Copier Word Processing Supply, Inc., agrees with the undersigned customer ("Customer") to provide maintenance service for the equipment and accessories described below ("Equipment"), subject to the terms and conditions set forth on the reverse side hereof.

C O P I E R

Cost Per Copy: Includes labor, travel, parts, drum, and all toner supply; does not include staples, waste toner tanks and paper or shipping cost.

Full Coverage: Includes labor, travel, parts and drum; does not include supplies or shipping cost.

Practical Coverage: Includes labor, travel and parts, excluding the drum; does not include supplies or shipping cost.

Other: _____

F A X

Full Coverage: Includes labor, travel, parts; does not include supplies or shipping cost.

Practical Coverage: Includes labor and travel; does not include parts and supplies or shipping cost.

P R I N T E R

Total Print Coverage: Includes labor, travel, defective parts, print toner, print kit. Does not include paper or shipping cost of toner.

Partial Print Coverage: Includes labor, travel, defective parts; Does not include print toner, print kit, paper or shipping cost of toner.

Payment Plan: Monthly Quarterly Semi-Annually Annually

MODEL	SERIAL #	METER READING	LOCATION	TERM	MAINTENANCE CHARGE	MINIMUM COPIES INCLUDED	OVERAGE PER COPY
					\$1,330.00 MONTHLY	B/W 70,000 MONTHLY COLOR 0	B/W .019 COLOR .09

CUSTOMER:
 BY: _____
 TITLE: _____
 DATE: _____

DEALER:
 BY: Brian H McPherson
 TITLE: VP
 DATE: 9/27/12

MAIL CHECKS TO:
 CWS
 P.O. BOX 26
 PARKERSBURG, WV 26102

10/1/12
70/159

OCTOBER 1, 2012

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED TIM FLINN IN NOMINATION TO FILL A VACANCY ON THE WOOD COUNTY AIRPORT AUTHORITY (NUNC PRO TUNC SEPTEMBER 27, 2012).

ORDER

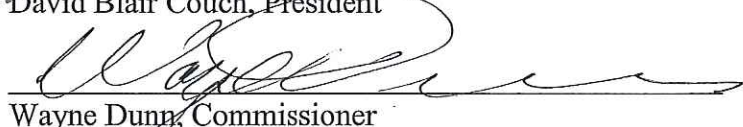
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, placed Tim Flinn in nomination to fill a vacancy that exists on the Wood County Airport Authority. Said vacancy is due to the death of Virgil Flinn, whose term was set to expire June 30, 2014. Said vacancy is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities. Mr. Tim Flinn's term will expire June 30, 2014.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Wayne Dunn, Commissioner



Stephen Gainer, Commissioner

M/2134

SEPTEMBER 27, 2012

9/27/12
70/156

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 July, 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/2127

9/27/12
70/156

WEST VIRGINIA Division of Criminal Justice Services	Request for Reimbursement
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COPY

RECEIVED (For DCJS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 12-VA-008
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures FROM: 7/1/12 TO: 7/31/12

PROJECT CASH EXPENDITURES

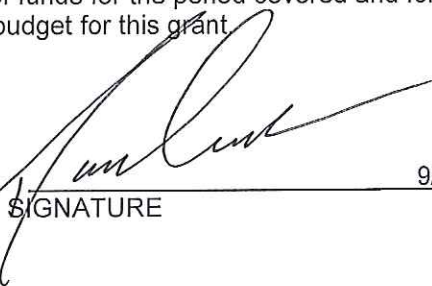
CATEGORY	AMOUNT
Personnel/Contractual	\$2,407.50
Travel/Training	
Space	
Other	
TOTAL	\$2,407.50

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

9/24/12

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

SEPTEMBER 27, 2012

9/27/12
79/156

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 August, 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/2128

9/27/12
70/157

WEST VIRGINIA Division of Criminal Justice Services	Request for Reimbursement
---	----------------------------------

RECEIVED (For DCJS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 12-VA-008
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures
	FROM: 8/1/12 TO: 8/31/12

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$2,407.50
Travel/Training	
Space	
Other	
TOTAL	\$2,407.50

CERTIFICATION:

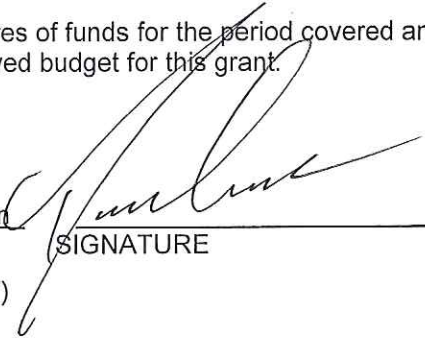
I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President, Wood County Commission

TYPED NAME & TITLE

(Authorized Official or Grant Financial Officer ONLY)



SIGNATURE

9/24/12

DATE

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