

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

IN RE: MINUTES OF MEETING HELD
MONDAY, AUGUST 19, 2013

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

At 9:00 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices, orders and other correspondence.

At this time, Whitney Cumberledge and Aaron Smith were sworn in as Central Telecommunicators for the E-911 Telecommunications Center.

At 9:13 A.M., Greg Arnott was sworn in as a board member of the Union Williams Public Service District.

AGENDA AND DISCUSSION ITEMS

At 9:17 A.M., the County Commission, upon a motion duly made, seconded and passed, appointed Dave McClure to the Mid-Ohio Valley Board of Health. Dick Wittberg Director of the Health Department was in attendance and spoke in favor of Mr. McClure. (Order A/1154)

At 9:41 A.M., the Commission met with Mark Rhodes, County Clerk, to discuss pay increases in his department. Carolyn Beckett was sworn in as a Deputy Clerk for the County Clerk's Office. The page with the pay increases is attached to these minutes and shall be made a part thereof.

At 9:45 A.M., the County Commission approved an amendment to the contract with the Humane Society of Parkersburg. Jason Wharton, Prosecuting Attorney was present. (M/2483)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/1154, M/2478, M/2479, M/2480, M/2481, M/2482, M/2483 and M/2484

Having no further scheduled appointments or business to attend to, the County Commission adjourned at approximately 10:46 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

To listen to this meeting, please refer to DVD labeled August 19, 2013.

Wood County Commission Meeting
Held August 19, 2013

Please Print

1.	Whitney Cumberledge
2.	Aaron Smith
3.	Richard Wittberg Mid-Ohio Valley Health Dept.
4.	GREG ARNOTT UNION WILLIAMS PSD
5.	Jana Singer Mid Ohio Valley Health Dept
6.	Greg Smith mid ohio Board of Health
7.	Catalyn Beckett
8.	Jason Wharton
9.	Jim Miracle
10.	
11.	
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Wood County Commission Agenda

8/19/2013

1 Court Square, Suite 203
Parkersburg, WV 26101

9:00 AM	Administrator's Report	Marty Seufer, County Administrator
	Discuss County Clerk employees' job description and salaries	Mark Rhodes, County Clerk
	Discuss possible removal of appointee to Wood County Recreation Commission	
	Consider appointment to Mid-Ohio Valley Board of Health	
	Approve amendment to Humane Society Contract	
	County Commissioners' Reports	

Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

Correspondence for this meeting will be available for public review during regular office hours in Room 205 of the Wood County Courthouse two (2) days prior to the meeting

Exhibit 1

Discussion, Review and Approval of the following items may be included during this meeting and are available for public inspection in the Office of the County Administrator two days prior to this meeting.

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials



THE COUNTY OF WOOD
 OFFICE OF THE COUNTY CLERK
 P.O. BOX 1474
 PARKERSBURG, WEST VIRGINIA 26102-1474

MARK RHODES
 County Clerk

August 15, 2013

Phone 304-424-1850

Honorable Wood County Commission
 Wood County Courthouse
 Parkersburg, WV 26101

Dear Commissioners:

Previously, I had discussed my intentions of hiring a person from the State Auditor's Office to step into the Administrative Assistant position. Unfortunately, she is reluctant to take the position because it is an appointed position, and we can only plan for the future, not predict it. Instead of hiring for the Administrative Assistant position, I am assigning three people to supervisory roles.

Melody Ross will be supervisor on fourth floor taking responsibility for Finance and Elections. Barbara Johnston will be supervisor for the Record Room on first floor, purchasing and scheduling. Penny Givens will be supervisor of second floor Recording Office and Probate Office. The location of the assignment is primary, not exclusive. For example, Penny will be required to do one payroll per year and to cover the Finance Office during vacations. Melody and Barbara will be required to work in the Recording Office when Penny is on vacation.

I believe this arrangement permits me to take advantage of the supervisors' strongest abilities, and will enable us to strengthen the weaker ones. The difference between the Administrative Assistant salary and the new employee salary will be distributed among the employees as follows:

<u>NAME</u>	<u>CURRENT</u>	<u>PROPOSED</u>
MCBRIDE RUTH A.	\$1,430.00	\$ 1,570.00
JOHNSTON BARBARA A.	\$1,430.00	\$ 1,700.00
ROSS MELODY L.	\$1,430.00	\$ 1,700.00
ATKINSON CARA	\$1,430.00	\$ 1,470.00
GIVENS PENNY G.	\$1,430.00	\$ 1,700.00
DEVORE MARTHA JANE	\$1,430.00	\$ 1,470.00
BLONDIN BRENDA S.	\$1,380.00	\$ 1,420.00
BEARY ELIZABETH	\$1,380.00	\$ 1,420.00
GARRETT DIANA KAY	\$1,380.00	\$ 1,420.00
DOTSON LESLIE RENEE	\$1,380.00	\$ 1,420.00
SCHUCK DENISE E.	\$1,380.00	\$ 1,420.00
EMRICK KATHRYN S.	\$1,380.00	\$ 1,420.00
FORDYCE TAMMY L.	\$1,230.00	\$ 1,270.00
SHRIVER SAMMATHA A.	\$1,230.00	\$ 1,270.00
BECKETT CAROLYN	\$1,230.00	\$ 1,270.00
VACANCY	\$1,230.00	\$ 1,270.00

Please feel free to address any concerns or questions you may have.

Respectfully,

Mark Rhodes, Clerk
 Wood County Commission

8/19/13
70/338

AUGUST 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

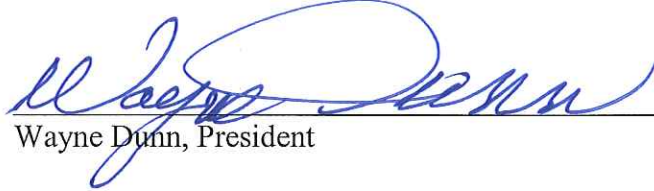
IN RE: THE COUNTY COMMISSION APPOINTED DAVE MCCLURE TO
THE MID-OHIO VALLEY BOARD OF HEALTH.

ORDER

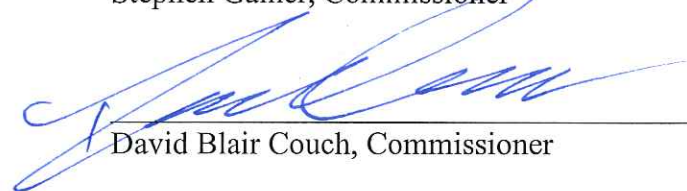
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, appointed Dave McClure to the Mid-Ohio Valley Board of Health. Said appointment is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities. Mr. McClure's term will expire June 30, 2018.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

A/1154

AUGUST 19, 2013

8/19/13
70/338

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-154. SAID REQUEST IS IN THE AMOUNT OF \$971.91

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 Wayne Dunn, 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 F13-HS-03-154. The Request for Reimbursement is in the amount of nine hundred seventy-one dollars and ninety-one cents (\$971.91) for the month of July, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Vienna 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


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2478

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

8/19/13
7d/338

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: F13-HS-03-154
	FEIN Number: 556 000 417
	Funds are hereby requested to cover expenditures For the period of: 7/1/13 - 7/31/13

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$971.91
TOTAL	\$971.91

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: Wayne Dunn, President 8/19/2013
(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:

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(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

AUGUST 19, 2013

8/19/13
70/338

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-410. SAID REQUEST IS IN THE AMOUNT OF \$1,711.05

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 Wayne Dunn, 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 F13-HS-03-410. The Request for Reimbursement is in the amount of one thousand seven hundred eleven dollars and five cents (\$1,711.05) for the month of July, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Pleasants County Sheriff's Department, the Ravenswood Police Department, the Ripley Police Department, the City of Spencer Police Department, the West Union Police Department, the Parkersburg 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.

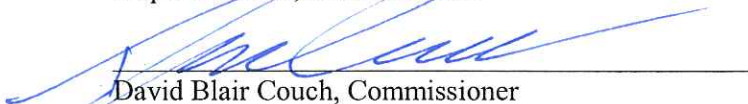
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, 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

8/19/13
707338

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: F13-HS-03-410 FEIN Number: 556 000 417 Funds are hereby requested to cover expenditures For the period of: 7/1/13 - 7/31/13
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PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$1,711.05
TOTAL	\$1,711.05

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: Wayne Dunn, President 8/19/2013

(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

AUGUST 19, 2013

8/19/13
70/338

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-402. SAID REQUEST IS IN THE AMOUNT OF \$4,055.25

ORDER

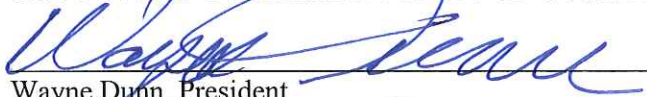
On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-402. The Request for Reimbursement is in the amount of four thousand fifty-five dollars and twenty-five cents (\$4,055.25) for the month of June, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Wood County Sheriff's Department, the Doddridge County Sheriff's Department, the Vienna Police Department, the Glenville Police Department, the Williamstown Police Department, the Pleasants County Sheriff's Department, and the Monthly Progress Report have been submitted.

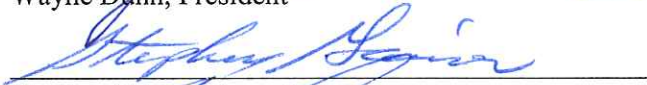
A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

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


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, 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

8/19/13
70/338

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: F13-HS-03-402

FEIN Number: 556 000 417

Funds are hereby requested to cover expenditures

For the period of: 7/1/13 - 7/31/13

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$4,055.25
TOTAL	\$4,055.25

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:

Wayne Dunn, President

8/19/2013

(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

8/19/13
70339

AUGUST 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-2011. SAID REQUEST IS IN THE AMOUNT OF \$1,628.87

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 Wayne Dunn, 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 F13-HS-03-2011. The Request for Reimbursement is in the amount of one thousand six hundred twenty-eight dollars and eighty-seven cents (\$1,628.87) for the month of July, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Parkersburg 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



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, 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

8/19/13
70/337

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: F13-HS-2011 FEIN Number: 556 000 417 Funds are hereby requested to cover expenditures For the period of: 7/1/13 - 7/31/13
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PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$1,628.87
TOTAL	\$1,628.87

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: Wayne Dunn, President, Wood Cty. Comm. 8/19/2013
(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

AUGUST 19, 2013

8/19/13
70/339

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-406. SAID REQUEST IS IN THE AMOUNT OF \$850.14

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 Wayne Dunn, 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 F13-HS-03-406. The Request for Reimbursement is in the amount of eight hundred fifty dollars and fourteen cents (\$850.14) for the month of July, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Parkersburg Police Department, the Ripley Police Department, the Spencer 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


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, 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

8/19/13
70/339

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:	F13-HS-03-406
	FEIN Number:	556 000 417
	Funds are hereby requested to cover expenditures For the period of: 7/1/13 - 7/31/13	

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$850.14
TOTAL	\$850.14

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: Wayne Dunn, President, Wood Cty. Comm. 8/19/2013
(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

8/19/13
70/339

AUGUST 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ENTERED INTO A REVISED SERVICES CONTRACT BY AND BETWEEN THE HUMANE SOCIETY OF PARKERSBURG, INC. AND THE COUNTY COMMISSION OF WOOD COUNTY

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, entered into a Revised Contract by and between the Humane Society of Parkersburg, Inc. and the County Commission of Wood County. The said Contract provides the County services by the Humane Society of Parkersburg, Inc. outside the municipalities of Vienna and Williamstown. For this service, the County Commission agrees to pay the Society the sum of twenty-two thousand five hundred eighty-three dollars and thirty-three cents (\$22,583.33) per month, of which three thousand three hundred thirty-three dollars and thirty-three cents (\$3,333.33) per month will be funded out of the Dog Fund when available, created in accordance with Chapter 19, Article 10, Section 10 of the West Virginia Code 1931, as amended. This Contract will be in effect beginning July 1, 2013 and continuing through June 30, 2014. Either party may terminate this Contract upon ninety (90) days written notification.

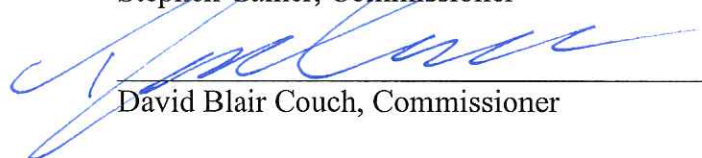
A copy of the said Revised Contract is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

8/19/13
78/339

Services Contract
For the Period Beginning July 1, 2013 through June 30, 2014
County Commission of Wood County

This Agreement, entered into this 19th day of August, 2013 by and between the Humane Society of Parkersburg, Inc., a non-profit corporation (herein referred to as HSOP) and the County Commission of Wood County (herein referred to as the Commission).

WHEREAS, the Commission, pursuant to Chapter 19, Article 20, Section 7 of the West Virginia Code, is authorized to enter into this agreement.

WHEREAS, the Commission has no facilities for the taking and impounding of dogs and cats to be taken by the Dog Warden under authority enacted by the State of West Virginia; nor does the Commission have ample staff to handle problems relating to animal control within their County; and

WHEREAS, the HSOP has such facilities and has offered such services to the Commission relating to animal control and housing; and

THEREFORE, FOR AND IN CONSIDERATION of the mutual promises and covenants hereinafter contained, in accordance with West Virginia State Code Chapter 19 Article 20 Section 7 it is agreed by and between the Commission and HSOP as follows:

1. For the purpose of this Agreement, the service area will be defined as all of Wood County, West Virginia, with the exception of the areas encompassed by the legal boundaries of the cities of Vienna and Williamstown, West Virginia.
2. Normal business hours of HSOP are defined for the purpose of this agreement as 9 a.m. to 5 p.m. Monday through Friday of each week.
3. HSOP will be the receiver of stray and unwanted dogs and cats in the unincorporated areas of Wood County, West Virginia and the City of Parkersburg.
4. HSOP will provide for the housing, care and disposition of said animals, subject to the provisions of State Code Chapter 19, Article 20, Section 9(a).
5. HSOP Humane Officers will answer complaints relating to stray (unlicensed) dogs in the unincorporated areas of the County and the City of Parkersburg during normal business hours of the HSOP.

6. HSOP Humane Officers will attempt to pickup stray (unlicensed) dogs as set forth by Chapter 7, Article 10, Section 4 and Chapter 19, Article 20, Section 6 of State Code.
7. HSOP will investigate complaints regarding the possible neglect/cruelty of animals in the unincorporated areas of the County and the City of Parkersburg during normal business hours. If a complaint in the discretion of HSOP is well-founded, HSOP will notify law enforcement agencies. Together both parties will proceed with investigation. Law enforcement agencies or offices will pursue filing criminal charges as they deem it necessary and legally proper, with the exception of livestock as described below.

In accordance with the provisions of West Virginia Code Chapter 7, Article 10 §4, a Humane Officer shall take possession of any animal, including birds or wildlife in captivity, known or believed to be abandoned, neglected, deprived of necessary sustenance, shelter, medical care or reasonable protection from fatal freezing or heat exhaustion, or cruelly treated or used as defined in Sections 19 and 19(a), Article 8, Chapter 61. The foregoing does not apply to farm livestock, as defined in subsection (d), section two, article ten-b, chapter nineteen of this code, poultry, gaming fowl or wildlife kept in private or licensed game farms if kept and maintained according to usual and accepted standards of livestock, poultry, gaming fowl, wildlife or game farm production and management; nor to the humane use of animals or activities regulated under and in conformity with the provisions of 7 U.S.C. §2131 et seq. and the regulations promulgated thereunder.

However, in the case of livestock the following procedure is recommended prior to pursuing any legal actions.

- a. If during the course of an investigation the HSOP finds livestock in dire or extreme condition, they will contact a licensed veterinarian for further examination. If the veterinarian believes that these animals are in such poor condition to be at imminent risk, the HSOP will notify the County Commission and the Wood County Prosecuting Attorney of the situation as soon as possible and make a recommendation to the County as to next steps. Further action by the HSOP will occur only with the agreement of the County Commission.
- b. If during the course of an investigation the HSOP finds livestock to be in unacceptable condition but not in imminent danger and are unable to rectify the situation with the owner without legal action, the HSOP will notify the County appointed Livestock Committee for assistance. The Livestock Committee will be expected to respond to the HSOP

request within 48 hours of being contacted by the HSOP. If they are unable to do so, the HSOP will notify the County Commission and seek direction.

- 1) If the Livestock Committee is able to remedy the situation with the owner, they will notify the HSOP of the actions to be taken. The HSOP will offer to assist in any manner possible and follow up to ensure that the problems have been remedied.
 - 2) If the Livestock Committee is unable to assist with solving the problems identified, they will notify the HSOP accordingly. The HSOP and the Livestock Committee will meet with the County Commission to advise them of the situation before taking any further action. The HSOP will proceed based on the advice and direction of the County Commission.
 - 3) In all such cases involving livestock, the HSOP will provide a written report to the County of the results of livestock investigations, findings and resulting actions taken either by the HSOP and/or the Livestock Committee.
8. HSOP will provide twenty-four hour emergency services throughout the unincorporated areas of the county and the City of Parkersburg. Emergency calls are defined as:
- a. Injured stray dogs and cats
 - b. Vicious dogs and cats
 - c. Assisting City police, the Sheriff of Wood County, the West Virginia State Police, or 9-1-1 in emergency situations such as motor vehicle accidents, DUI's, fires, and drug raids, where animals are involved.
- (1) Periods of extreme heat and cold where exposure to the elements and/or lack of shelter would cause death to the animal based on the following guidelines:
- i. For temperatures below thirty-two degrees Fahrenheit: very young dogs, very old dogs, small breeds under 20 pounds, and dogs with very short coats such as Boxers, Chihuahuas, Pit Bulls, Boston Terriers, etc.
 - ii. For periods where a cold advisory and/or wind chill advisory have been issued by the National Weather Service for all breeds.

- ii. For periods where a heat advisory has been issued by the National Weather Service: very young and very old, dark-colored or long-haired dogs, brachiocephalic breeds (dogs with short muzzles, such as Pugs, Boxers and Boston Terriers), and overweight dogs.
 - iii. Any domestic animal left in a car on a sunny day with outside temperatures exceeding 75 degrees Fahrenheit.
 - iv. Dogs that may cause a traffic hazard.
- 9. Calls received from the public requesting services or aid that are outside of the services stipulated by this agreement to be provided by HSOP, will be referred as follows:
 - a. Calls pertaining to dead animals on a West Virginia State Road will be referred to the Division of Highways at 304-420-4595. HSOP will remove dead animals on all roads not otherwise designated as West Virginia State Roads.
 - b. Wildlife issues are referred to West Virginia Dept. of Natural Resources at number 304-420-4550.
 - c. HSOP will attempt to refer all other public requests for emergency services at telephone number 911.
- 10. A record of all animal intake, Humane Officer activity and the disposition of said animals shall be kept by the Humane Society, and a copy shall be furnished to the Sheriff and County Commission monthly. This report may be submitted by electronic facsimile (fax).
- 11. HSOP's Executive Director will retain the designation as the legal County dog warden as appointed by the County Commission and shall designate Humane Officers as needed by the HSOP as authorized as such by the Sheriff and County in accordance with provisions of Chapter 7, Article 10, Section 1 and Chapter 19, Article 20, Section 6a of State Code.
- 12. It is understood that the Humane Society of Parkersburg now owns and maintains a Toyota Tacoma pick-up truck, four-wheel drive, 6-cylinder, with a bed liner and a bed top to safely contain animals. It is agreed between the parties hereto that the County Commission shall within sixty (60) days from the date of this agreement purchase a new and similar vehicle, subject to the approval of the HSOP, for a purchase price not to exceed Twenty-seven Thousand and no/100ths (\$27,000.00) Dollars, and that vehicle shall be transferred to the HSOP free and clear of all liens. That vehicle will be owned

and operated thereafter by the HSOP for use in its normal operations. Insurance on said vehicle will be the responsibility of the HSOP.

13. In consideration for such services to be provided by HSOP, the Commission shall pay HSOP for services rendered during the tenure of this Agreement, the sum of Twenty-Two Thousand Five Hundred Eighty-three Dollars and 33/100ths cents (\$22,583.33) for each month in advance during the term of this Agreement, payable monthly no later than the first day of each month, beginning July 1, 2013. If payment is not made to the HSOP within 30 days after the same is due, it shall be considered a violation of this agreement and services to be provided by HSOP will be suspended until such payment is satisfied.
 - a. In the event of the non-payment as mentioned hereinabove, HSOP will discontinue all services as defined herein, with the exception of that which is defined in Section 4 and pertaining to those animals that were taken into possession in the service area prior to the time of such suspension. Those animals will be maintained by HSOP until such time as they may be disposed of through the normal procedures and processes, and the Commission shall pay the HSOP \$10.00 for each day not to exceed ten days for each such animal.
14. The primary term of this Agreement shall be effective from July 1, 2013 through June 30, 2014. Terms and provisions hereof shall apply after end of the primary term, unless this Agreement is canceled, or until a new agreement is consummated and service by HSOP is commenced. HSOP agrees that it will accept the amount of Twenty-two Thousand Five Hundred Eighty-three Dollars and 33/100ths cents (\$22,583.33) for each month in advance during the fiscal year July 1, 2014 through June 30, 2015, should the County Commission determine that at the proper time it will extend this contract.
15. Any and all correspondence between the Commission and HSOP, to include issues, requests for information, complaints, or correspondence made via fax, hardcopy or e-mail, will initially be made to the Executive Director of the HSOP, and Marty Seufer, as County Administrator, on behalf of the Wood County Commission. The HSOP will confirm all correspondence by phone to: Marty Seufer.

County Contact References

Point of Contact: Marty Seufer, County Administrator
Fax: 304-424-1972
Email: seufer@woodcountywv.com
Phone No.: 304-424-1984
Emergencies: 911

HSOP Contact References

Point of Contact: Maryann Hollis, Executive Director
Fax: 304-485-4261
Email: hsop@hsop.org
Phone No.: 304-422-5541 Extension 110 or 304-615-0260.
Emergencies: 304-422-5541 or after business hours: 304-420-1717

16. Either party may terminate this Agreement upon ninety (90) days written notification to the other party. The parties agree that the purchase price of the truck will be divided into 24 equal amounts representing the 24 months that the HSOP agreed to maintain the same rate to provide services to the Wood County Commission pursuant to the contract negotiations. This amount shall be referred to herein as the "monthly truck value". In the event that the HSOP is still providing services to the Wood County Commission on June 30, 2015, the Wood County Commission shall have no right to a refund of part of the purchase price of the truck purchased pursuant to this agreement.

In the event that the HSOP terminates the contract prior to June 30, 2015, the HSOP will owe the Wood County Commission an amount equal to the number of months remaining until June 30, 2015 multiplied by the "monthly truck value". Said payment shall be made within twenty four days of the termination of the contract by the HSOP.


In the event that the Wood County Commission terminates the contract prior to June 30, 2015 or elects not to exercise its option to extend the contract *as it is* for the second contract year, the HSOP retains all right and title to said truck free and clear.

17. In the event of a dispute about any of the terms or provisions of this Agreement, the aggrieved party will give notice to the non-aggrieved party that a dispute is being referred to arbitration. Both parties to this Agreement shall designate a person who is a resident of Wood County, West Virginia to serve on an arbitration panel that will consist of three persons, and the third member of the panel shall be designated by the said two panel members. If those two panel members are unable to agree on a third party, either or both of the parties hereto shall request the Chief Judge of the Circuit Court of Wood County, West Virginia to provide the names of five people who reside in the service area. The parties hereto shall alternately strike the names of two people from that list, and the remaining person shall become the third member of the arbitration panel. The arbitration panel shall meet within three days after the third member of the panel has been selected, such meeting to be held at a time and place to be agreed upon by all of the

members of the panel, and at the latest five days after the selection of the third member of the panel. The rules for arbitration set forth under the laws of the State of West Virginia shall apply. The decision of the majority of the arbitrators shall be final and binding, and entered as a final judgment in the Circuit Court of Wood County. Any damages awarded shall be limited to actual economic damages. The cost of the arbitrator will be divided between the parties unless agreed otherwise.

Approved:

The County Commission of Wood County



David Blair Couch, Commissioner

Date



Dr. Wayne Dunn, Commissioner

Date



Stephen Gainer, Commissioner

Date

Approved:

Humane Society of Parkersburg

Maryann E. Hollis, Executive Director

Date

AUGUST 19, 2013

8/19/13
70/340

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ASSISTANCE GRANT NUMBER 12-VA-008. SAID REQUEST IS IN THE AMOUNT OF \$3,174.76

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 Wayne Dunn, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Assistance Grant Number 12-VA-008. The Request for Reimbursement is in the amount of three thousand one hundred seventy-four dollars and seventy-six cents (\$3,174.76) for the month of July, 2013. Along with the Request for Reimbursement Form; a Financial Recap Page; Project Financial Report; Daily Time Sheets for the Victims Advocates, Tiffany Kiger and Paula Oliphant; 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


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

8/19/13
70/340

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: 7/1/13 TO: 7/31/13

PROJECT CASH EXPENDITURES

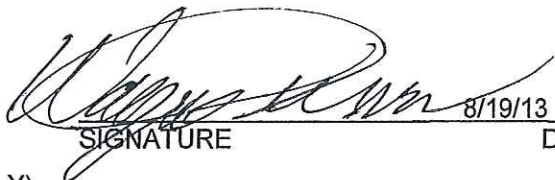
CATEGORY	AMOUNT
Personnel/Contractual	\$3,174.76
Travel/Training	
Space	
Other	
TOTAL	\$3,174.76

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: Wayne Dunn, President, Wood County Commission
 TYPED NAME & TITLE


 SIGNATURE

8/19/13
 DATE

(Authorized Official or Grant Financial Officer ONLY)

DCJS USE ONLY	
<p>ADMINISTRATIVE APPROVAL:</p> <p>This request is approved in the amount of \$ _____ <div style="display: flex; justify-content: space-around; width: 100%;"> Initials Date </div> </p> <p>Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; border-top: 1px solid black; text-align: center;">Date</div> <div style="width: 45%; border-top: 1px solid black; text-align: center;">Program Accountant</div> </div>	

Check Register

Company Name Wood County Commission

Page 1 of 1

Run Date 08/15/2013 9:36:36AM

Yes

<u>Check No</u>	<u>Type</u>	<u>Check Date</u>	<u>Employee Id</u>	<u>Employee Name</u>	<u>Amount</u>
7146	M	Thursday, August 15, 2013			\$281.64
Total Net Pay					281.64

08/15/2013

<u>State</u>	<u>State Gross</u>	<u>State W/H</u>
WV	338.83	11.05
Grand Total:	338.83	11.05

Check Register

Company Name Wood County Commission

Page 8 of 8

Run Date 08/13/2013 2:19:38PM

Yes

Check No Type Check Date Employee Id Employee Name Amount

08/13/2013

<u>State</u>	<u>State Gross</u>	<u>State W/H</u>
OH	13,622.65	343.06
WV	304,672.96	13,451.52
Grand Total:	318,295.61	13,794.58

Check Register Report for Wood County Commission

Report Date/ Time: 8/13/2013 9:47:38AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
152995	BOYLEN	JODIE BOYLEN	REGULAR	08/13/2013	24.64	
152996	CANON	CANON FINANCIAL SERVICES,	REGULAR		151.00	
152997	CASA	CASA	REGULAR		2,000.00	
152998	CIVIL AIR	CIVIL AIR PATROL	REGULAR		1,000.00	
152999	COUNTRY C	COUNTRY CLUB CHRYSLER DO	REGULAR		446.31	
153000	COW	CITY OF WILLIAMSTOWN	REGULAR		1,000.00	
153001	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR		14,214.55	
153002	FAMILYCRISIS	THE FAMILY CRISIS INTERVE	REGULAR		1,000.00	
153003	GALLSLLC	GALLS, LLC	REGULAR		327.37	
153004	GLOBAL	GLOBAL GOV/ED SOLUTIONS I	REGULAR		13.97	
153005	HARLOW S	STACY HARLOW	REGULAR		355.10	
153006	LEAF	LEAF	REGULAR		329.81	
153007	LITTLE K	LITTLE KANAWHA RC&D	REGULAR		1,000.00	
153008	LOWES	LOWE'S COMPANIES, INC.	REGULAR		36.11	
153009	MAHONE TI	MAHONE TIRE CO	REGULAR		56.00	
153010	MID-OHIOVRA	MID-OHIO VALLEY REGIONAL	REGULAR		50,000.00	
153011	MIDOHIOFE	MID-OHIO VAL.FELLOWSHIP	REGULAR		2,000.00	
153012	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR		130.00	
153013	NEW IMAGE	NEW IMAGE MAIL SERVICES	REGULAR		21,242.50	
153014	ODEPOT	OFFICE DEPOT	REGULAR		171.64	
153015	P-NEWS	PARKERSBURG NEWSPAPERS, I	REGULAR		184.60	
153016	PARKPOLICE	PARKERSBURG POLICE DEPART	REGULAR		142.80	
153017	REMICHEL	R.E. MICHEL COMPANY INC	REGULAR		39.16	
153018	STANLEY ELECT	STANLEY ELECTRIC	REGULAR		5,896.66	
153019	TLO	TLO LLC	REGULAR		110.25	
153020	TRAVELERS I	TRAVELERS	REGULAR		923.75	
153021	VISION	VISION SERVICE PLAN (WV)	REGULAR		3,048.19	
153022	WATERBOY	WATERBOY LLC	REGULAR		16.50	
153023	WESBANCO	WESBANCO	REGULAR		50,000.00	
153024	WINANS	WINANS SERVICES	REGULAR		8,926.75	
153025	WORKINGMA	WORKINGMAN'S STORE	REGULAR		381.18	
153026	WV HOSP I	WV PUBLIC EMP INS BOARD	REGULAR		17,271.00	
153027	WVSHERIFF	WV SHERIFF'S ASSOCIATION	REGULAR		1,600.00	

GENERAL FUND Bank Id 101 Totals

184,040.24

Report Totals

184,040.24




Check Register Report for Wood County Commission

Report Date/ Time: 8/13/2013 8:36:02AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5680	MILLER C0	MILLER COMMUNICATIONS IN	REGULAR	08/13/2013	5,585.00	
5681	T&S	T&S LAWN-LANDSCAPE INC	REGULAR		737.00	
E-911 FUND Bank Id 107 Totals					6,322.00	
Report Totals					6,322.00	



Check Register Report for Wood County Commission

Report Date/ Time: 8/13/2013 8:31:15AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
314	HARDMAN CON	HARDMAN CONSTRUCTION CO.	REGULAR	08/13/2013	13,270.00	
SPECIAL BLDG FUND Bank Id 244 Totals					<u>13,270.00</u>	
Report Totals					<u><u>13,270.00</u></u>	



Check Register Report for Wood County Commission

Report Date/ Time: 8/13/2013 9:37:47AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3005	CCF	COMMUNITY CORRECTIONS FUN	REGULAR	08/13/2013	2,478.00	
3006	TELEPAGE	TELEPAGE	REGULAR		71.70	
3007	WORKINGMA	WORKINGMAN'S STORE	REGULAR		144.40	
HOME CONFINEMENT Bank Id 108 Totals					2,694.10	
Report Totals					2,694.10	



Check Register Report for Wood County Commission

Report Date/ Time: 8/13/2013 8:21:56AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
314	HARDMAN CON	HARDMAN CONSTRUCTION CO.	REGULAR	08/13/2013	13,270.00	
SPECIAL BLDG FUND Bank Id 244 Totals					13,270.00	
Report Totals					13,270.00	



Check Register Report for Wood County Commission

Report Date/ Time: 8/13/2013 8:14:30AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5265	ALCOHOLMONITO	ALCOHOL MONITORING SYSTEM	REGULAR	08/13/2013	12.75	
5266	MERTZ	KIMBERLY A. MERTZ	REGULAR		518.65	
5267	REDWOOD TOXIC	REDWOOD TOXICOLOGY LABORA	REGULAR		47.00	
5268	TYLER	TYLER MOUNTAIN WATER CO I	REGULAR		25.59	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					603.99	
Report Totals					603.99	



Check Register Report for Wood County Commission

Report Date/ Time: 8/12/2013 12:35:15PM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1189	WV DEPUTY	WV DEPUTY SHERIFF'S RETIR	REGULAR	08/12/2013	2,405.50	
DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals					<u>2,405.50</u>	
Report Totals					<u><u>2,405.50</u></u>	



Check Register Report for Wood County Commission

Report Date/ Time: 8/9/2013 10:43:06AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1215	HEALTH	HIGHMARK WEST VIRGINIA	HAND	08/09/2013	483.61	
1216			HAND		675.10	
152964	ACTOR	THE ACTORS GUILD OF PARKE	REGULAR		602.25	
152965	ARTSBRIDG	ARTSBRIDGE	REGULAR		1,204.51	
152966	BELL HOME	BELLEVILLE HOMECOMING	REGULAR		451.69	
152967	BHFI	BLENNERHASSETT HISTORICAL	REGULAR		301.13	
152968	CHAPMAN	CHAPMAN PRINTING CO. INC	REGULAR		317.00	
152969	CITYNET	CITYNET	REGULAR		1,259.00	
152970	CWS	CWS	REGULAR		14.37	
152971	DOMINIONH	DOMINION HOPE	REGULAR		381.95	
152972	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR		168,773.13	
152973	JULIA-ANN	JULIA-ANN SQUARE HISTORIC	REGULAR		602.25	
152974	LIFE	DEARBORN NATIONAL	REGULAR		1,243.78	
152975	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR		10.00	
152976	ODEPOT	OFFICE DEPOT	REGULAR		299.29	
152977	OIL	OIL AND GAS MUSEUM	REGULAR		903.38	
152978	P-ART	PARKERSBURG ART CENTER	REGULAR		903.38	
152979	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR		1,505.64	
152980	P-WCVCB	GREATER PARKERSBURG CONVE	REGULAR		30,112.73	
152981	PMARATHON	PARKERSBURG NEWS & SENTIN	REGULAR		301.13	
152982	PPRINTING	PARKERSBURG PRINTING COMP	REGULAR		2,096.00	
152983	RIS	RECORDS IMAGING & STORAGE	REGULAR		771.80	
152984	SMOOT	SMOOT THEATER	REGULAR		1,746.54	
152985	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR		615.00	
152986	UNITED BANK	UNITED BANKCARD CENTER	REGULAR		29.95	
152987	VERIZONW	VERIZON WIRELESS	REGULAR		537.04	
152988	VETERAN	VETERANS MUSEUM OF MID OH	REGULAR		662.48	
152989	WASTE M	WASTE MANAGEMENT OF WV IN	REGULAR		41.63	
152990	WOOD CO H	WOOD COUNTY HISTORICAL &	REGULAR		301.13	
152991	WOOD CO P	WOOD COUNTY PARKS & RECRE	REGULAR		10,840.58	
152992	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR		2,258.45	

GENERAL FUND Bank Id 101 Totals 230,785.92

Report Totals 230,785.92

Check Register Report for Wood County Commission

Report Date/ Time: 8/9/2013 10:47:06AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5678	OGDEN	PARKERSBURG NEWS	REGULAR	08/09/2013	332.00	
E-911 FUND Bank Id 107 Totals					332.00	
Report Totals					332.00	



Check Register Report for Wood County Commission

Report Date/ Time: 8/9/2013 10:50:30AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5260	CRYSTAL	CRYSTAL BEVERAGE CO.	REGULAR	08/09/2013	0.25.25	
5261	DOMINIONH	DOMINION HOPE	REGULAR		12.26	
5262	RICOH USA	RICOH USA INC	REGULAR		198.01	
5263	UNITED BANK	UNITED BANKCARD CENTER	REGULAR		199.99	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					535.51	
Report Totals					535.51	



Check Register Report for Wood County Commission

Report Date/ Time: 8/12/2013 8:55:52AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1217	DENTAL	RENAISSANCE	REGULAR	08/12/2013	931.26	
PAYROLL FUND Bank Id 101 Totals					931.26	
Report Totals					931.26	

A large, stylized handwritten signature in blue ink is located in the lower-left quadrant of the page. To its right, there is a smaller, vertical scribble consisting of several parallel, slightly curved lines.

Wood County Sheriff's Office

Administrative Operations
401 Second Street, Suite 11, Parkersburg, WV 26101

Date: August 8, 2013
To: Wood County Commission
From: Sheriff K.D. Merritt
Re: New Hire



Paula S. Enoch-Oliphant will be starting as our Receptionist for Home Confinement starting 8/16/13. Her annual salary will be \$15,600.00 and credited to line item 705-10-187.

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

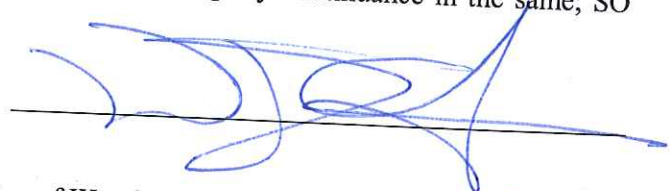


8/19/13
70/337


STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO -WIT:

I, WHITNEY CUMBERLEDGE, 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 CENTRAL TELECOMMUNICATIONS: 9-1-1 TELECOMMUNICATOR 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 19 day of August, 2013.


County Commission of Wood County

8/19/13
701340

STATE OF WEST VIRGINIA
COUNTY OF WOOD

}

TO -WIT:

I, AARON SMITH, 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 CENTRAL TELECOMMUNICATIONS: 9-1-1 TELECOMMUNICATOR 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.

Aaron Smith

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 19 day of August, 2013.

Stephan E. Garner

County Commission of Wood County

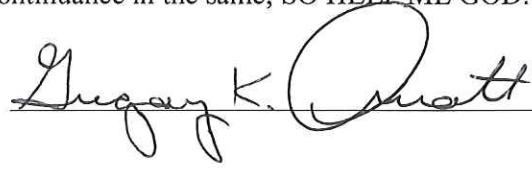
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m
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J.

8/19/13
70/337

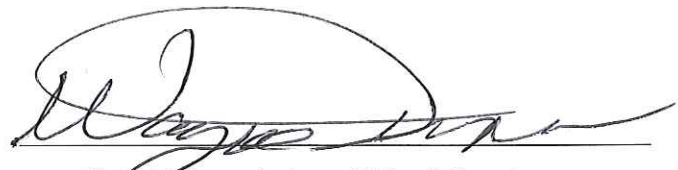
STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO -WIT:

I, Greg Arnott, 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 the Union Williams Public Service District Board 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 19th day of AUGUST, 2013.



County Commission of Wood County

8/19/13
70/337

STATE OF WEST VIRGINIA
COUNTY OF WOOD

}

TO -WIT:

I, CAROLYN BECKETT, 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 DEPUTY CLERK 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.

Carolyn J Beckett

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 19th day of August, 2013.

[Signature]
County Commission of Wood County