

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

IN RE: MINUTES OF MEETING HELD  
MONDAY, DECEMBER 16, 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.

Michelle Earl and Joshua McMullen were sworn in as Humane Officers. (Oaths: December 16, 2013)

Jeff McDougle was sworn in to the Local Emergency Planning Commission. (Oath: December 11, 2013)

Roger Martin was sworn in to the Lubeck Public Service District. (Oath: December 11, 2013)

The County Commission, upon a motion duly made, seconded and passed, approved minutes from November 14, 18 and 21, 2013.

**AGENDA AND DISCUSSION ITEMS**

At 9:02 A.M., the County Commission met with Kim Coram who gave a summary of the first meeting of the Wood County Alternative Transportation System Council. She requested that the commission consider utilizing a portion of the former Wood County Jail property to be used as a dog park.

At 9:13 A.M., the County Commission met with Bob Enoch of the Wood County Historical Society, who advised that the headstone project at the county cemetery is complete and hopes that the commission will allow the project to continue to move forward.

At 9:15 A.M., the County Commission approved the hiring of Michael Sprague as a part-time employee of the county to work at the county parking lot.

At 9:30 A.M., the County Commission met with representatives from Wildwood Homeowner's Association to discuss the Sundowner Gun Range. Jason Wharton, Prosecuting Attorney; Ed Hupp, Floodplain Manager; and Ken Merritt, Sheriff, were all present, as well as the Mid Ohio Valley Health Department. The commission issued an Order for a 30 day cease-and-desist for the gun range. (Order M/sundowner)

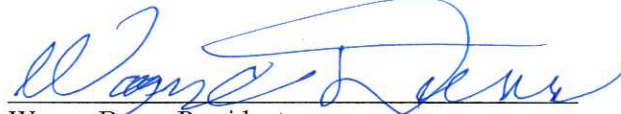
**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

M/2622, M/2623, M/2624, M/2625, M/2626, M/2627, M/2628, M/no session

Having no further scheduled appointments or business to attend to, the County Commission officially adjourned at 11:13 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 December 16, 2013.

Wood County Commission Meeting  
Held December 16, 2013

Please Print

1.	Kim Coram
2.	Cynthia Caste
3.	Bob Brod
4.	Steve Mahaffey
5.	Emily Bradley
6.	Ken Z <del>Z</del>
7.	Gis Jonas
8.	Ed Hupp
9.	Ray <del>L</del>
10.	Richard W <del>W</del>
11.	Liz Green
12.	JR Flinn
13.	Charles F Nelson
14.	Nick Bradley
15.	Chof JS Graham
16.	
17.	
18.	
19.	
20.	



# Wood County Commission Agenda

12/16/2013

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:00 AM	Administrator's Report	Marty Seufer, County Administrator
	Report of initial meeting of Wood County Alternative Transportation System Council	Kim Coram
	Report on County cemetery	Bob Enoch
	Discuss Courthouse holiday schedule	
	Consider hiring of Michael Sprague as a parking lot attendant - \$7.50 an hour 20 hours per week	
9:30 AM	Request for Commission to take action as required in WV State Code 7-1-3kk regarding Sundowner Gun Range	
	County Commissioners' Reports	

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

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**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**

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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



I have been at JR's shop  
a couple of times when  
there was shooting at the  
gun range started. It  
actually scared me.

I think it is dangerous  
for the neighborhood  
Something should be done  
to get it out of the  
neighborhood.

Deloris Bess



so close to homes and  
businesses. In my opinion  
it should never have been  
allowed to open in this  
location!

Kathy Sku

My husband owns a business  
on Gibson Road that is  
very close to the Gun Range  
IF I didn't have to go  
to his business - I would  
not. I do not feel safe  
when I walk outside and the  
noise from the range is  
very loud and it scares me.  
I am not against people  
owning guns, however I am  
against this gun range being



December 13, 2012

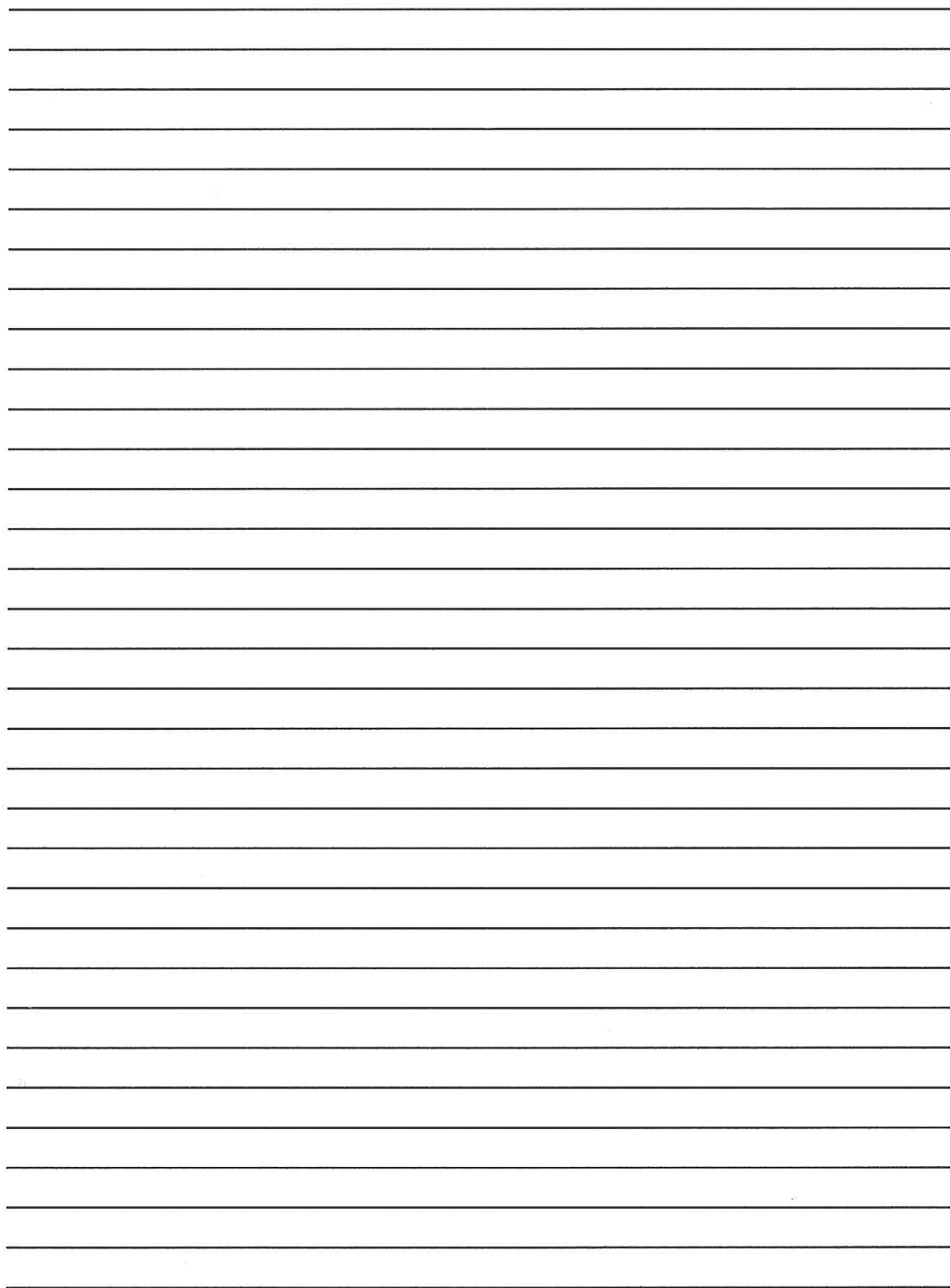
To: Wood County Commissioners

I have PTSD from the 2 ½ years I served during the Vietnam Conflict. I'm sure you could understand the uncomfortable condition I was put in when I was speaking with the owner of J.R. Automotive Concepts in regard to installing a complete interior in my 1956 Chevrolet Bel Air, when someone opened fire across Gihon Road with a high powered rifle. The owner of the business as well as his helper could see I was having a flashback and assured me I would be fine. I asked that we go in the office to complete the negotiations. I know there are at least two car lots and an auto repair shop close to the gun range and I'm sure I'm not the only person in this area that could be put in a very uncomfortable position when unexpected gunfire starts around a business location. I support the gun owner rights and have many sporting guns, but please respect the peoples rights to a peaceful surrounding while doing business in our county.



M. Neil Dowler  
66 McPherson Drive  
Washington, WV 26181

Kyle Collins





DECEMBER 16, 2013

12/16/13  
70405

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 F14-HS-03-2010. SAID REQUEST IS IN THE AMOUNT OF \$0.00

**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 F14-HS-03-2010. The Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of November, 2013. The Request for Reimbursement form, the Project Financial Report, 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

12/16/13  
70/405

## 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>MV1403</b>
	<b>Grant Number:</b>	<b>F14HS-03-2010</b>
	<b>FEIN Number:</b>	<b>556000417</b>
	Funds are hereby requested to cover expenditures	
	For the period of: 11/1/13 - 11/30/13	

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-128	\$0.00
<b>TOTAL</b>	<b>\$0.00</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: Wayne Dunn, Wood County Comm. Pres. 12/9/2013  
(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

DECEMBER 16, 2013

12/16/13  
70/405

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 F14-HS-03-408. SAID REQUEST IS IN THE AMOUNT OF \$0.00

**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 F14-HS-03-408. The Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of November, 2013. The Request for Reimbursement form, the Project Financial Report, 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/2623



# 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

12/16/13  
70/405

## REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	<b>Sub-Grantee:</b> <span style="float: right;"><b>Wood County Commission</b></span>
	<b>Address:</b> <span style="float: right;">One Court Square, Suite 203 Parkersburg, WV 26101</span>
	<b>P. O. Number</b> <span style="float: right;"><b>MV1403</b></span>
	<b>Grant Number:</b> <span style="float: right;"><b>F14HS-03-408</b></span>
	<b>FEIN Number:</b> <span style="float: right;"><b>556 000 417</b></span>
	<b>Funds are hereby requested to cover expenditures For the period of:</b> <span style="float: right;"><b>11/1/13 - 11/30/13</b></span>

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$0.00
<b>TOTAL</b>	<b>\$0.00</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: Wayne Dunn, President, Wood Cty. Comm. 12/9/2013  
(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: 

	<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

DECEMBER 16, 2013

12/16/13

70/405

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 F14-HS-03-406. SAID REQUEST IS IN THE AMOUNT OF \$0.00

**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 F14-HS-03-406. The Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of November, 2013. The Request for Reimbursement form, the Project Financial Report, 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/2624

# 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

12/16/13  
70/405

## REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	<b>Sub-Grantee:</b> <span style="float: right;"><b>Wood County Commission</b></span> <b>Address:</b> <span style="float: right;">One Court Square, Suite 203 Parkersburg, WV 26101</span> <b>P. O. Number:</b> <span style="float: right;">MV1403</span> <b>Grant Number:</b> <span style="float: right;">F14-HS-03-406</span> <b>FEIN Number:</b> <span style="float: right;">556 000 417</span> Funds are hereby requested to cover expenditures For the period of: <span style="float: right;">11/1/13 - 11/30/13</span>
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**PROJECT CASH EXPENDITURES**

Account Number	Amount
9007-2012-0802-099-128	\$0.00
<b>TOTAL</b>	<b>\$0.00</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: Wayne Dunn, President, Wood Cty. Comm. 12/9/2013  
(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



12/16/13  
70/406

DECEMBER 16, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED WAYNE DUNN, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 14-CC-09. SAID REQUEST IS IN THE AMOUNT OF \$37,559.69

**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 Community Corrections Grant Number 14-CC-09. Reimbursement is in the amount of thirty-seven thousand five hundred fifty-nine dollars and sixty-nine cents (\$37,559.69) for the month of November, 2013. In addition to the Request for Reimbursement, the Time Sheets for employees of the Wood County Day Report Center, the Monthly Project Director's Report, the Financial Recap and the Project Financial Reports are being submitted to the Criminal Justice Services, Charleston, West Virginia.

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

Documentation pertaining to the Community Corrections 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

12/16/13  
70/406

<b>WEST VIRGINIA</b> Division of Criminal Justice Services	<b>Request for Reimbursement</b>
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<b>RECEIVED</b> (For DCJS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 14-CC-09
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures FROM: 11/1/13 TO: 11/30/13

**PROJECT CASH EXPENDITURES**

CATEGORY	AMOUNT
Personnel/Contractual	\$37,559.69
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
<b>TOTAL</b>	<b>\$37,559.69</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: Wayne Dunn, President, Wood County Commission  
TYPED NAME & TITLE

  
SIGNATURE

12/16/13  
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

12/16/13  
70/406

DECEMBER 16, 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 JUSTICE ASSISTANCE GRANT NUMBER 13-JAG-28. SAID REQUEST IS IN THE AMOUNT OF \$2,222.22

**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 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 Justice Assistance Grant Number 13-JAG-28. The Request for Reimbursement is in the amount of two thousand two hundred twenty-two dollars and twenty-two cents (\$2,222.22) for the month of November, 2013. The Request for Reimbursement form, the Financial Recap Report, the Project Financial Report, the time sheets for Deputy Leland Jefferson, the Grant Progress Report and PRO Monthly Reporting Form 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 Justice Assistance 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/2626



<b>WEST VIRGINIA</b> <b>Division of Justice and Community</b> <b>Services</b>	<b>Request for</b> <b>Reimbursement</b>	12/16/13 70/406
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<b>RECEIVED</b> (For DJCS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 13-JAG-28
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures FROM: 11/1/13 TO: 11/30/13

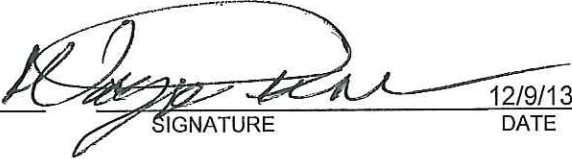
**PROJECT CASH EXPENDITURES**

Account #	Amount
13-JAG-28	\$2,222.22
<b>TOTAL</b>	<b>\$2,222.22</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: Wayne Dunn, President  12/9/13  
TYPED NAME & TITLE SIGNATURE DATE  
(Authorized Official or Grant Financial Officer ONLY)

**DJCS 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

12/16/13  
70/406

DECEMBER 16, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED WAYNE DUNN, AS  
PRESIDENT, TO SIGN THE COURT SECURITY PROGRESS REPORT  
FOR GRANT NUMBER 13-CS-18.

**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 Monthly Progress Report in regard to the Court Security Grant Number 13-CC-18 for the month of November, 2013.

A copy of the Monthly Progress Report is attached to this ORDER and should be made a part thereof.

Documentation pertaining to the Court Security 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/2627

12/16/13  
70/406

<b>WEST VIRGINIA</b> Division of Criminal Justice Services	<b>Request for Reimbursement</b>
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<b>RECEIVED</b> (For DCJS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 13-CS-18
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures
	FROM: 11/1/13 TO: 11/30/13

**PROJECT CASH EXPENDITURES**

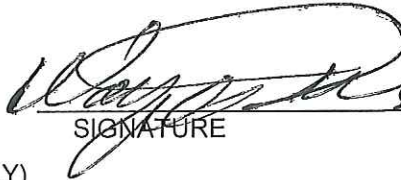
CATEGORY	AMOUNT
13-CS-18	\$-0-
<b>TOTAL</b>	<b>\$-0-</b>

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

  
 SIGNATURE 12/10/13  
 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



12/16/13  
70/406

DECEMBER 16, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ORDERED THAT THE COUNTY COURTHOUSE AND ITS OFFICES WILL BE CLOSED AT NOON ON DECEMBER 24, 2013 AND DECEMBER 31, 2013 AND COUNTY EMPLOYEES BE GIVEN HALF DAYS OFF WORK ON SAID DATES.

**ORDER**

Governor Earl Ray Tomblin has declared Tuesday, December 24, 2013 and Tuesday, December 31, 2013 as half days off for State employees without charge against accrued annual leave; therefore, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, it is hereby ORDERED that the Courthouse and its offices will be closed at Noon on these dates and will follow the direction of the West Virginia Governor regarding the calendar for the remainder of 2013. Doing so is not intended to create and should not be construed in any manner as creating a legal holiday within the meaning of the West Virginia Code. Accordingly, this action should not be construed as creating a legal holiday that affects the Civil Service, State or County employees, it is simply a half days off. County employees that work on these days during the scheduled time off will receive equal comp time off.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

12/16/13  
70/407

DECEMBER 16, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: SUNDOWNER GUN RANGE

**ORDER**

On the 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 issued a CEASE and DESIST ORDER pursuant to West Virginia Code 7-1-3kk based upon testimony of the Wood County Sheriff's Department and numerous residents of that area that the Sundowner Gun Range posed a hazard to public health and safety, said Order prohibits the Sundowner Gun Range from continuing operations for a period of thirty days.

The Commission further directed the Prosecuting Attorney to submit to the County Commission proposed regulations for gun ranges located in Wood County, West Virginia.

It is therefore **ORDERED** pursuant to West Virginia Code 7-1-3kk that the Sundowner Gun Range shall immediately cease operations as a Gun Range for a period of thirty days.

It is further **ORDERED** that the Sheriff of Wood County shall serve a copy of this Order upon the owner of said facility and that a copy of this order shall be provided to counsel for the owner of said facility.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

M/sundowner

12/19/13  
70/407

DECEMBER 19, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA


IN RE: THE COUNTY COMMISSION WILL NOT BE IN SESSION ON THURSDAY, JANUARY 2, 2014 (NUNC PRO TUNC DECEMBER 16, 2013).

**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, announced to all concerned that they will not be in session on Thursday, January 2, 2014. The first commission meeting for the calendar year 2014 will be Monday, January 6, 2014 commencing at 9:00 A.M. in Room 203 of the Wood County Courthouse.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
Wayne Dunn, President

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

  
\_\_\_\_\_  
David Blair Couch, Commissioner

M/no session



# Check Register

Company Name Wood County Commission

Page 2 of 2

Run Date 11/15/2013 10:30:23AM

Yes

<u>Check No</u>	<u>Type</u>	<u>Check Date</u>	<u>Employee Id</u>	<u>Employee Name</u>	<u>Total Net Pay</u>	<u>Amount</u>
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11/15/2013

<u>State</u>	<u>State Gross</u>	<u>State W/H</u>
WV	0.00	0.00
<b>Grand Total:</b>	<b>0.00</b>	<b>0.00</b>

# Check Register

Company Name Wood County Commission

Page 2 of 2

Run Date 11/15/2013 10:30:23AM

Yes

<u>Check No</u>	<u>Type</u>	<u>Check Date</u>	<u>Employee Id</u>	<u>Employee Name</u>	<u>Total Net Pay</u>	<u>Amount</u>
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5.42

11/15/2013

<u>State</u>	<u>State Gross</u>	<u>State W/H</u>
WV	0.00	0.00
<b>Grand Total:</b>	<b>0.00</b>	<b>0.00</b>

# Check Register

Company Name Wood County Commission

Page 8 of 8

Run Date 12/12/2013 9:35:54AM

Yes

<u>Check No.</u>	<u>Type</u>	<u>Check Date</u>	<u>Employee Id</u>	<u>Employee Name</u>	<u>Total Net Pay</u>	<u>Amount</u>
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237,415.49

12/12/2013

<u>State</u>	<u>State Gross</u>	<u>State W/H</u>
OH	12,919.64	319.65
WV	330,703.56	14,826.94
<b>Grand Total:</b>	<b>343,623.20</b>	<b>15,146.59</b>



# Check Register Report for Wood County Commission

Report Date/Time: 12/10/2013 8:22:37AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
154191	ACTOR	THE ACTORS GUILD OF PARKE	REGULAR	12/10/2013	687.16	
154192	ARTSBRIDG	ARTSBRIDGE	REGULAR		15374.31	
154193	BATTERIES	BATTERIES DIRECT	REGULAR		55.80	
154194	BELL HOME	BELLEVILLE HOMECOMING	REGULAR		515.37	
154195	BFS PETRO	BFS PETROLEUM	REGULAR		177.97	
154196	BHFI	BLENNERHASSETT HISTORICAL	REGULAR		343.58	
154197	CANON	CANON FINANCIAL SERVICES,	REGULAR		151.00	
154198	CWS	CWS	REGULAR		1588.82	
154199	DODDRIDGE	DODDRIDGE COUNTY SHERIFF	REGULAR		432.63	
154200	DOMINIONH	DOMINION HOPE	REGULAR		21003.15	
154201	ELECTION	ELECTION SYSTEMS & SOFTWA	REGULAR		1614.90	
154202	FJS	FJS COMMUNICATIONS	REGULAR		954.90	
154203	GOODYEAR	GOODYEAR AUTO SERVICE CEN	REGULAR		424.08	
154204	HARRISVILLE	HARRISVILLE POLICE DEPART	REGULAR		162.40	
154205	JCSD	JACKSON COUNTY SHERIFF'S	REGULAR		1463.83	
154206	JULIA-ANN	JULIA-ANN SQUARE HISTORIC	REGULAR		687.16	
154207	LOWES	LOWE'S COMPANIES, INC.	REGULAR		100.35	
154208	NATION	NATION AIR INSURANCE AGEN	REGULAR		3889.24	
154209	ODEPOT	OFFICE DEPOT	REGULAR		92.60	
154210	OIL	OIL AND GAS MUSEUM	REGULAR		1030.74	
154211	P-ART	PARKERSBURG ART CENTER	REGULAR		1030.74	
154212	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR		1707.89	
154213	P-WCVCB	GREATER PARKERSBURG CONVE	REGULAR		34857.87	
154214	PARKPOLICE	PARKERSBURG POLICE DEPART	REGULAR		54372.48	
154215	PCSD	PLEASANTS COUNTY SHERIFF'	REGULAR		908.48	
154216	PMARATHON	PARKERSBURG NEWS & SENTIN	REGULAR		343.58	
154217	POSTMASTE	U.S. POSTMASTER	REGULAR		88.00	
154218	PROFORMA	PROFORMA	REGULAR		340.81	
154219	RAVENSWOOD	RAVENSWOOD POLICE DEPT	REGULAR		120.00	
154220	REAGLE	REAGLE & PADDEN INC	REGULAR		1543.16	
154221	RICOH	RICOH USA INC	REGULAR		662.17	
154222	RIPLEY	RIPLEY POLICE DEPARTMENT	REGULAR		406.14	
154223	RIS	RECORDS IMAGING & STORAGE	REGULAR		769.30	
154224	RITCHIE CO	RITCHIE COUNTY SHERIFF'S	REGULAR		724.82	
154225	SAM'S	SAM'S CLUB	REGULAR		238.54	
154226	SIR SPEED	SIR SPEEDY PRINTING	REGULAR		135.61	
154227	SMOOT	SMOOT THEATER	REGULAR		1992.74	
154228	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR		615.00	
154229	SPENCER PD	SPENCER POLICE DEPARTMENT	REGULAR		132.84	
154230	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR		43766.50	
154231	TLO	TLO LLC	REGULAR		110.00	
154232	VERIZONW	VERIZON WIRELESS	REGULAR		512.38	
154233	VETERAN	VETERANS MUSEUM OF MID OH	REGULAR		755.87	
154234	WEST UNION	TOWN OF WEST UNION	REGULAR		128.70	
154235	WOOD CO H	WOOD COUNTY HISTORICAL &	REGULAR		343.58	
154236	WOOD CO P	WOOD COUNTY PARKS & RECRE	REGULAR		12368.83	
154237	WOOD CO S	WOOD CO SENIOR CITIZENS A	REGULAR		10000.00	
154238	WPD	WILLIAMSTOWN POLICE DEPAR	REGULAR		102.20	
154239	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR		2576.81	

*DBL*

*MM*

GENERAL FUND Bank Id 101 Totals

101,374.22

# Check Register Report for Wood County Commission

Report Date/ Time: 12/9/2013 9:52:19AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1193	WV DEPUTY	WV DEPUTY SHERIFF'S RETIR	REGULAR	12/09/2013	1,605.00	
DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals					1,605.00	
Report Totals					1,605.00	

*DBO*  
*MM*

# Check Register Report for Wood County Commission

Report Date/ Time: 12/9/2013 2:49:04PM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1304	MONPOWER	MON POWER	REGULAR	12/09/2013	20,539.31	
GENERAL FUND Bank Id 101 Totals					20,539.31	
Report Totals					20,539.31	

*DRG*  
*SM*

# Check Register Report for Wood County Commission

Report Date/ Time: 12/10/2013 8:27:22AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5385	ALCOHOLMONITO	ALCOHOL MONITORING SYSTEM	REGULAR	12/10/2013	148.75	
5386	CARQUEST	CARQUEST	REGULAR		45.42	
5387	COLLEGE OF	COLLEGE OF AMERICAN PATHO	REGULAR		396.93	
5388	CRYSTAL	CRYSTAL SPRING WATER	REGULAR		48.00	
5389	PARKERSBU	PARKERSBURG UTILITY BOARD	REGULAR		221.08	
<b>COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals</b>					858.18	
<b>Report Totals</b>					858.18	

DBQ

MY



# Check Register Report for Wood County Commission

Report Date/ Time: 12/10/2013 8:29:03AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3035	CCF	COMMUNITY CORRECTIONS FUN	REGULAR	12/10/2013	1,207.50	
3036	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR		26,767.76	
3037	TELEPAGE	TELEPAGE	REGULAR		71.70	
<b>HOME CONFINEMENT Bank Id 108 Totals</b>					<b>28,046.96</b>	
<b>Report Totals</b>					<b>28,046.96</b>	

*DBL*

*SM*

# Check Register Report for Wood County Commission

Report Date/ Time: 12/10/2013 8:30:37AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5774	PHSI	PURE WATER FINANCE	REGULAR	12/10/2013	59.00	
5775	WINANS	WINANS SERVICES	REGULAR		149.96	
E-911 FUND Bank Id 107 Totals					208.96	
Report Totals					208.96	

*DL*

*MT*

# Check Register Report for Wood County Commission

Report Date/ Time: 12/10/2013 8:32:00AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1503	WATERS R	ROBIN WATERS	REGULAR	12/10/2013	25.50	
MAGISTRATE COURT Bank Id 105 Totals					25.50	
Report Totals					25.50	

*DR*  
*MM*











# WV Flood Map



This map is not the official regulatory FIRM or DFIRM. Its purpose is to assist with determining potential flood risk for the selected location.

Map Created on 12/11/2013

-  Location of the mouse click
-  **Approximate Study (Zone A)**
-  **Detailed Study (Zone AE, AH, AO)**
-  **Floodway**
-  **Flood Water Depth (HEC-RAS)**
-  **Cross Section Line**
-  **Base Flood Elevation Line**
-  **DFIRM Panel (Map) Index**

**User Notes:**  
1025 Gihon Road

**Disclaimer:**  
The online map is for use in administering the National Flood Insurance Program. It does not necessarily identify all areas subject to flooding, particularly from local drainage sources of small size. To obtain more detailed information in areas where Base Flood Elevations have been determined, users are encouraged to consult the latest Flood Profile data contained in the official flood insurance study. These studies are available online at [www.msc.fema.gov](http://www.msc.fema.gov).

WV Flood Tool is supported by FEMA, WV NFIP Office, and WV GIS Technical Center (<http://www.MapWV.gov/flood>)

**Flood Hazard Area:** Selected site is **WITHIN** the FEMA 100-year floodplain.

**Flood Zone:** AE

**Advisory Flood Height:** N/A

**Water Depth:** N/A

**Elevation:** About 596 feet

**Location (long, lat):** 81.576239 W, 39.243978 N

**Location (UTM 17N):** (450274, 4344010)

**FEMA Issued Flood Map:**

**Contacts:** Wood County

**CRS Information:** No CRS information available

**Flood Profile:** 54107\_017,54107\_016

**HEC-RAS Model:** No Model

**Parcel Number:**



# Check Register

Company Name Wood County Commission

Page 8 of 8

Run Date 12/12/2013 9:35:54AM

Yes

<u>Check No</u>	<u>Type</u>	<u>Check Date</u>	<u>Employee Id</u>	<u>Employee Name</u>	<u>Total Net Pay</u>	<u>Amount</u>
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237,415.49

12/12/2013

<u>State</u>	<u>State Gross</u>	<u>State W/H</u>
OH	<u>12,919.64</u>	<u>319.65</u>
WV	<u>330,703.56</u>	<u>14,826.94</u>
<b>Grand Total:</b>	<b><u>343,623.20</u></b>	<b><u>15,146.59</u></b>

12/16/13  
70/405

STATE OF WEST VIRGINIA  
COUNTY OF WOOD

}

TO -WIT:

I, MICHELLE EARL, 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 HUMANE OFFICER and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.

Michelle Earl

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 16th day of December, 2013.

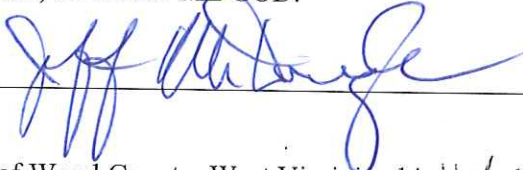
[Signature]  
County Commission of Wood County

12/14/13  
20/405

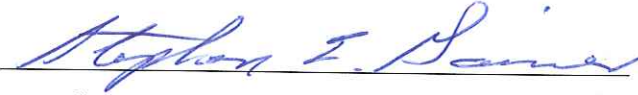
STATE OF WEST VIRGINIA  
COUNTY OF WOOD

} TO -WIT:

I, JEFF MCDUGLE, 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 LOCAL EMERGENCY PLANNING COMMISSION 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 11<sup>th</sup> day of December, 2013.


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

12/16/13  
70/405

STATE OF WEST VIRGINIA  
COUNTY OF WOOD

} TO-WIT:

I, Roger Martin, 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 Lubeck Public Service District in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.

  
\_\_\_\_\_

Subscribed and sworn to, before \_\_\_\_\_ County Commission \_\_\_\_\_ of Wood County, West Virginia, this 11<sup>th</sup> day of December, 2013.

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



12/16/13  
70/405

STATE OF WEST VIRGINIA  
COUNTY OF WOOD

} TO-WIT:

I, JOSHUA MCMULLEN, 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 HUMANE OFFICER 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 16th day of December, 2013.

  
\_\_\_\_\_

County Commission of Wood County