

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

IN RE: MINUTES OF MEETING HELD  
MONDAY, MARCH 18, 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.

Jean Ambrose was sworn in as a member of the Wood County Parks and Recreation Commission (Mountwood Park).

**AGENDA AND DISCUSSION ITEMS**

At 9:00 A.M., Toni Tiano, Grant Consultant and Tom Smith, Sheriff's Department, met with the Commission to request support of an application for PRO Officer at Williamstown High School. The County Commission Executed an Application requesting \$20,000.00. (Order M/2305)

At 9:04 A.M., the Commission met with the winner of the poster contest for the River Sweep Contest, Amy Willis, a Junior at Parkersburg South High School.

At 9:09 A.M., Jane Burdette, President of the Horizons Center, met with the Commission to ask them for \$15,000.00 to update the property on 934 Williams Street that they lease off the County.

At 9:30 A.M., Chris Chiles, a representative for Senator Joe Manchin, met with the Commission to introduce himself as the new area representative.

At 10:15 A.M., Sheriff Ken Merritt, Chief Tax Deputy Bob Tranquill, Chief Deputy Shawn Graham and employee Tom Smith, met with the Commission to discuss their fiscal budget.

At 10:35 A.M., Prosecuting Attorney Jason Wharton and employee Rhea Guice met with the Commission to discuss their next fiscal year budget requests.

At 11:04 A.M., Wood County Coroner Mike St.Clair met with the Commission to discuss his next fiscal year budget.

At 11:05 A.M., Circuit Clerk Carole Jones met with the Commission to discuss her next year fiscal budget requests.

At 11:23 A.M., Jodi Smith with the West Virginia University Extension Service met with the Commission to discuss her requests for next year's fiscal budget.

At 11:45 A.M., the County Commission affirmed their support of a property transfer from the State for property located at the Fort Boreman Park.

The County Commission recessed until 1:30 P.M.

At 1:30 P.M., Commissioners Couch and Gainer worked with Marty Seufer, County Administrator, on the budget.


**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

M/2294, M/2295, M/2296, M/2297, M/2298, M/2299, M/2300, M/2301, M/2302, M/2303, M/2304,  
M/2305, M/2306, M/2307, M/2308

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 4:15 P.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 March 18, 2013.

Wood County Commission Meeting  
Held March 18, 2013

Please Print

1.	Jeanne Isod	ORSANCO
2.	LISA COCHRAN	ORSANCO
3.	Toni Tiano	
4.	T.R. Smith	
5.	Chris Chiles	Sen. Marchini's office
6.	<del>Ken M...</del>	
7.	Chief Deputy Shawn Graham	
8.	Chief Tax Bob Tranquill	
9.	Rhea Gucci	
10.	Jason Wharton	
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		



# Wood County Commission Agenda

3/18/2013

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:00 AM	River Sweep Poster Winner	Amy Willis, Parkersburg South High School
	Request for funding for Horizons Center	Jane Burdette
	PRO Grant	Toni Tiano, Grant Consultant
9:30 AM	Discuss budget for fiscal year 2013/2014	Sheriff K.D. Merritt
10:30 AM	Discuss budget for fiscal year 2013/2014	Jason Wharton, Prosecutor
10:45 AM	Discuss budget for fiscal year 2013/2014	Mike St. Clair, Coroner
11:00 AM	Discuss budget for fiscal year 2013/2014	Carole Jones, Circuit Clerk
11:15 AM	Discuss budget for fiscal year 2013/2014	Jodi Smith, WVU Extension

3/18/13  
70/253

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$2,222.22 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE JUSTICE ASSISTANCE GRANT NUMBER 09-JAG-49.

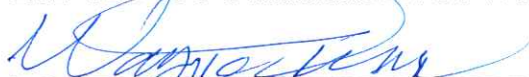
**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of two thousand two hundred twenty-two dollars and twenty-two cents (\$2,222.22) which represents reimbursement to Wood County for expenses incurred during the month of January, 2013, in regard to the Justice Assistance Grant Number 09-JAG-49. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 229 and bearing the date of February 11, 2013 at which time Wayne Dunn, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

Documentation pertaining to the 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/2294

3/18/13  
70/253

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$9,927.43 OF WHICH \$4,245.32 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-402.

**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nine thousand nine hundred twenty-seven dollars and forty-three cents (\$9,927.43) of which four thousand two hundred forty-five dollars and thirty-two cents (\$4,245.32) represents reimbursement to Wood County for expenses incurred during the month of December, 2012, in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-402. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 219 and bearing the date of January 24, 2013 at which time Wayne Dunn, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

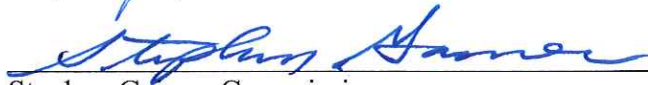
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

M/2295

3/18/13  
70/253

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$9,927.43 OF WHICH \$598.52 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-154.


**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nine thousand nine hundred twenty-seven dollars and forty-three cents (\$9,927.43) of which five hundred ninety-eight dollars and fifty-two cents (\$598.52) represents reimbursement to Wood County for expenses incurred during the month of December, 2012, in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-154. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 219 and bearing the date of January 24, 2013 at which time Wayne Dunn, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner



3/18/13  
70/253

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$9,927.43 OF WHICH \$5,083.59 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-410.


**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nine thousand nine hundred twenty-seven dollars and forty-three cents (\$9,927.43) of which five thousand eighty-three dollars and fifty-nine cents (\$5,083.59) represents reimbursement to Wood County for expenses incurred during the month of December, 2012, in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-154. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 219 and bearing the date of January 24, 2013 at which time Wayne Dunn, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

3/18/13  
70/254

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A RESOLUTION THAT AUTHORIZED WAYNE DUNN, AS PRESIDENT, TO EXECUTE ALL DOCUMENTS IN REGARD TO THE COMMUNITY PARTICIPATION PROGRAM FOR THE ROOF REPLACEMENT AT PRESSLEY RIDGE.

**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 EXECUTE a RESOLUTION that hereby AUTHORIZES Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to EXECUTE all necessary documents in regard to the Governor's Community Partnership Grant Program application for the replacement of the roof at the Pressley Ridge building in Mountwood Park in the amount of twenty-five thousand dollars and zero cents (\$25,000.00).

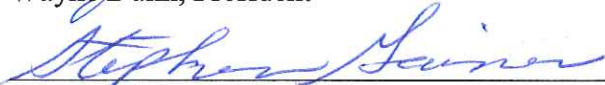
Pertinent documentation pertaining to the aforementioned Governor's Community Partnership Grant Program is in the Office of the County Administrator.

APPROVED:

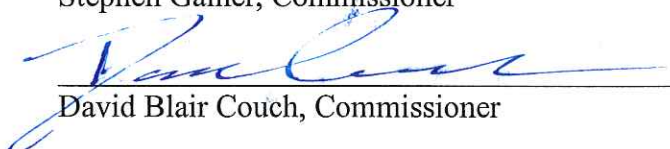
THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

M/2298

MARCH 18, 2013

3/18/13  
70/254

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

**COPY**

**RESOLUTION**

**WHEREAS**, The State of West Virginia is sponsoring the Governor's Community Partnership Grant Program; and

**WHEREAS**, the Governor's Community Partnership Grant Program is designed to provide assistance to Counties and Municipalities in West Virginia to address economic development projects; and

**WHEREAS**, the County Commission of Wood County is an eligible applicant; and

**WHEREAS**, the Wood County Commission possesses certain economic development needs which would qualify it for participation in the Governor's Community Partnership Grant Program; and,

**WHEREAS**, the County Commission of Wood County has reviewed the contract for the listed grant project and accepts the conditions therein,


**NOW THEREFORE, BE IT RESOLVED**, that Wayne Dunn, in his official capacity as President, is **AUTHORIZED** to execute the Grant Program Contract in regard to the Governor's Community Partnership Program application for the following project:

**ROOF REPLACEMENT, PRESSLEY RIDGE AT MOUNTWOOD PARK (#05LEDA0679N) - \$25,000.00**

**RESOLVED** this 18<sup>TH</sup> day of **MARCH, 2013**.

APPROVED:

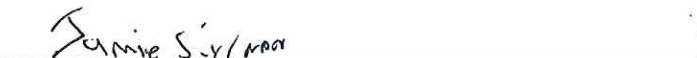
THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

Certified to be a true copy of a Resolution adopted at a regular meeting of the County Commission of Wood County held on March 18, 2013.

  
Jamie Six, County Clerk

3/18/13  
70/254

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$9,890.24 OF WHICH \$150.00 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-154.


**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nine thousand eight hundred ninety dollars and twenty-four cents (\$9,890.24) of which one hundred fifty dollars and zero cents (\$150.00) represents reimbursement to Wood County for expenses incurred during the month of January, 2013, in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-406. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 236 and bearing the date of February 21, 2013 at which time Wayne Dunn, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

3/18/13  
70/254

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$9,890.24 OF WHICH \$2,194.86 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-410.

**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nine thousand eight hundred ninety dollars and twenty-four cents (\$9,890.24) of which two thousand one hundred ninety-four dollars and eighty-six cents (\$2,194.86) represents reimbursement to Wood County for expenses incurred during the month of January, 2013, in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-410. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 237 and bearing the date of February 21, 2013 at which time Wayne Dunn, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

3/18/13  
70/255

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$9,890.24 OF WHICH \$3,854.16 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-2011.

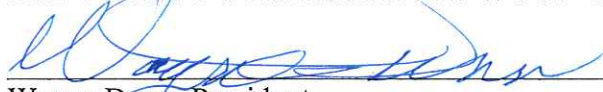
**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nine thousand eight hundred ninety dollars and twenty-four cents (\$9,890.24) of which three thousand eight hundred fifty-four dollars and sixteen cents (\$3,854.16) represents reimbursement to Wood County for expenses incurred during the month of January, 2013, in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-410. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 251 and bearing the date of March 7, 2013 at which time Wayne Dunn, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

3/18/13  
70/255

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$9,890.24 OF WHICH \$3,691.22 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F13-HS-03-402.

**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nine thousand eight hundred ninety dollars and twenty-four cents (\$9,890.24) of which three thousand six hundred ninety-one dollars and twenty-two cents (\$3,691.22) represents reimbursement to Wood County for expenses incurred during the month of January, 2013, in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-402. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 70, at Page 236 and bearing the date of February 21, 2013 at which time Wayne Dunn, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

3/18/13  
70/255

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED WAYNE DUNN TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 13-CC-09. SAID REQUEST IS IN THE AMOUNT OF \$49,802.91.

**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, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Community Corrections Grant Number 13-CC-09. Reimbursement is in the amount of forty-nine thousand eight hundred two dollars and ninety-one cents (\$49,802.91) for the month of January, 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

M/2303



3/18/13  
70/255

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

<b>RECEIVED</b> (For DCJS Use Only)	Subgrantee: Wood County Commission	
	Address: One Court Square, Suite 203 Parkersburg, WV 26101	
	Project #: 13-CC-09	
	FEIN#: 556 000 417	
	Funds are hereby requested to cover expenditures	
	FROM: 1/1/13	TO: 1/31/13

**PROJECT CASH EXPENDITURES**

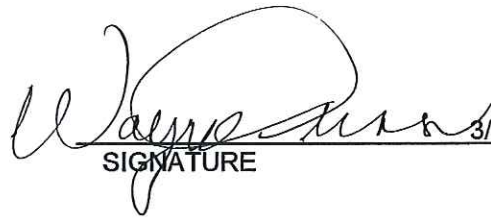
CATEGORY	AMOUNT
Personnel/Contractual	\$49,802.91
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
<b>TOTAL</b>	<b>\$49,802.91</b>

**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 3/18/13  
 DATE

(Authorized Official or Grant Financial Officer ONLY)

DCJS USE ONLY	
<p><b>ADMINISTRATIVE APPROVAL:</b></p> <p>This request is approved in the amount of \$ _____</p> <p style="text-align: center;">             _____                      _____              Initials                                      Date           </p> <p>Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.</p> <p>_____</p> <p style="display: flex; justify-content: space-between;"> <span>Date</span> <span>Program Accountant</span> </p>	

3/18/13  
70/256

MARCH 18, 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-03-154. SAID REQUEST IS IN THE AMOUNT OF \$277.83

**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 two hundred seventy-seven dollars and eighty-three cents (\$277.83) for the month of January, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Roane 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:

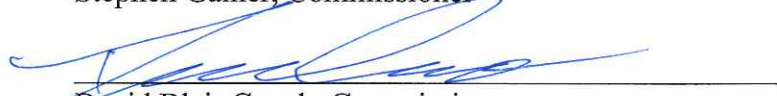
THE COUNTY COMMISSION OF WOOD COUNTY



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

3/18/13  
70/256

## 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: 2/1/13 - 2/28/13

### PROJECT CASH EXPENDITURES

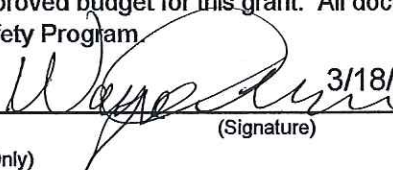
Account Number	Amount
9007-2012-0802-099-128	\$277.83
<b>TOTAL</b>	<b>\$ 277.83</b>

### 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



3/18/2013

(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

3/18/13  
70257

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO EXECUTE AN APPLICATION REQUESTING FUNDS IN THE AMOUNT OF \$20,000.00 FOR A PRO GRANT.

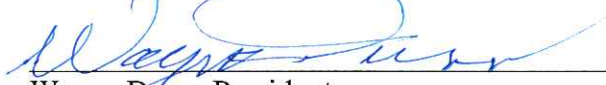
**ORDER**

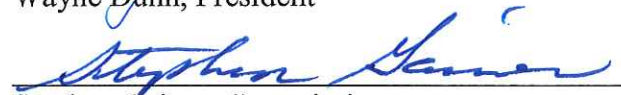
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission of Wood County, to EXECUTE an Application for a Prevention Resource Officer (PRO) Grant in the amount of twenty thousand dollars and zero cents (\$20,000.00).

The Application and pertinent documentation pertaining to the PRO 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/2305

MARCH 18, 2013

3/18/13  
70/256

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE WV DIVISION OF CRIMINAL JUSTICE SERVICES GRANT NO. 09-VAWR-11. SAID REQUEST IS IN THE AMOUNT OF \$0.00

**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 West Virginia Division of Criminal Justice Services Grant No. 09-VAWR-11. Said request is in the amount of zero dollars and zero cents (\$0.00) for the month of February, 2013. Along with the Request for Reimbursement Form; a Financial Recap Page; the Project Financial Reports; time sheets for Megan Underwood and the Wood County Sheriff's Festival, 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 Division of Criminal Justice Services 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

3/18/13  
70/256

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

<b>RECEIVED</b> (For DJCS Use Only)	Subgrantee: <b>Wood County Commission</b>
	Address: <b>One Court Square, Suite 203</b>
	<b>Parkersburg, WV 26101</b>
	Project #: <b>09-VAWR-11</b>
	FEIN#: <b>556 000 417</b>
Funds are hereby requested to cover expenditures	
FROM: <b>2/1/13</b> TO: <b>2/28/13</b>	

**PROJECT CASH EXPENDITURES**

Account #	Amount
<b>09-VAWR-11/Prosecuting Attorney</b>	<b>\$-0-</b>
<b>09-VAWR-11/Law Enforcement</b>	<b>\$-0-</b>
<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.

Wayne Dunn, President  
 BY: Wood County Commission  
TYPED NAME & TITLE  
 (Authorized Official or Grant Financial Officer ONLY)

  
SIGNATURE

3/18/13  
DATE

DJCS USE ONLY	
<b>ADMINISTRATIVE APPROVAL:</b>  This request is approved in the amount of \$ _____ <div style="display: flex; justify-content: space-around; width: 80%; margin-left: auto; margin-right: auto;"> <span>_____</span> <span>_____</span> </div> <div style="display: flex; justify-content: space-around; width: 80%; margin-left: auto; margin-right: auto;"> <span>Initials</span> <span>Date</span> </div> <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: 30%; text-align: center;">           _____  <small>Date</small> </div> <div style="width: 60%; text-align: center;">           _____  <small>Program Accountant</small> </div> </div>	

MARCH 18, 2013

3/18/13  
70/256

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 GRANT NUMBER F13-HS-03-410. SAID REQUEST IS IN THE AMOUNT OF \$2,381.85

**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 two thousand three hundred eighty-one dollars and eighty-one cents (\$2,381.85) for the month of February, 2013. The Request for Reimbursement form, the Program Activity Report, the Project Financial Report, the time sheets for Tiano-Knopp Associates, the Vienna Police Department, the Parkersburg Police Department, the Jackson County Sheriff's Department, the Roane County Sheriff's Department, the West Union Police Department, the Ravenswood Police Department, the Wood County Sheriff's Department, and the Monthly Progress Report have been submitted.

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

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
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

3/18/13  
70/256

## 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;">MV1203</span>
	<b>Grant Number:</b> <span style="float: right;">F13-HS-03-410</span>
	<b>FEIN Number:</b> <span style="float: right;">556 000 417</span>
	<b>Funds are hereby requested to cover expenditures For the period of:</b> <span style="float: right;">2/1/13 - 2/28/13</span>

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$2,381.85
<b>TOTAL</b>	<b>\$2,381.85</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 3/18/2013  
(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



3/18/13  
70/256

MARCH 18, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED WAYNE DUNN, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 12-CCPT-04. SAID REQUEST IS IN THE AMOUNT OF \$5,102.64.

**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, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Pre-Trial Diversion Program Grant Number 12-CCPT-04. Reimbursement is in the amount of five thousand one hundred two dollars and sixty-four cents (\$5,102.64) for the month of January, 2013. In addition to the Request for Reimbursement, the Grant Progress Report, the Contractor Time Sheets and the Project Financial Report 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 Pre-Trial Diversion Program 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/2308

3/18/13  
70/256

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

<b>RECEIVED</b> (For DCJS Use Only)	<b>Subgrantee:</b> Wood County Commission
	<b>Address:</b> One Court Square, Suite 203 Parkersburg, WV 26101
	<b>Project #:</b> 12-CCPT-04
	<b>FEIN#:</b> 556 000 417
	<b>Funds are hereby requested to cover expenditures</b> <b>FROM:</b> 1/1/13 <b>TO:</b> 1/31/13

**PROJECT CASH EXPENDITURES**

CATEGORY	AMOUNT
<b>Personnel/Contractual</b>	<b>\$5,102.64</b>
<b>Travel/Training</b>	-0-
<b>Space</b>	-0-
<b>Other</b>	-0-
<b>Equipment</b>	-0-
<b>TOTAL</b>	<b>\$5,102.64</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

3/18/13  
DATE

(Authorized Official or Grant Financial Officer ONLY)

DCJS USE ONLY	
<b>ADMINISTRATIVE APPROVAL:</b>	
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

OFFICE  
SHERIFF AND TREASURER OF WOOD COUNTY  
**K.D. MERRITT**  
PO BOX 1985  
PARKERSBURG WV 26102  
ROBERT J TRANQUILL, CHIEF TAX DEPUTY

3/18/13  
70/252

304-424-1910

FAX 304-424-1958

March 18, 2013

RECEIVED

MAR 15 '13

Wood County Commission  
Wood County Courthouse  
Parkersburg, WV 26101

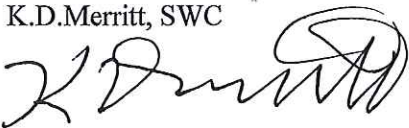
COUNTY  
ADMINISTRATOR

Dear Sirs:

Effective March 25, 2013 Tracie M. Huggins has been hired as a full-time employee with the Wood County Sheriff's Tax Office. She is to be paid \$875.00 bi-monthly which comes out to \$21,000.00 a year. This is to come out of line item 1 404 10- 103 Deputies Salaries. She is filling the position of Jennifer Fleming who resigned effective March 15, 2013. Tracie will be an asset to the office as she has a lot of computer skills and enjoys working with the public. I would like to thank-you in advance.

Sincerely,

K.D.Merritt, SWC



cc: Finance  
File



OFFICE  
SHERIFF AND TREASURER OF WOOD COUNTY  
**K.D. MERRITT**  
PO BOX 1985  
PARKERSBURG WV 26102  
ROBERT J TRANQUILL, CHIEF TAX DEPUTY

3/18/13  
70/253

304-424-1910

FAX 304-424-1958

March 18, 2013

Wood County Commission  
Wood County Courthouse  
Parkersburg, WV 26101

RECEIVED

MAR 15 '13

COUNTY  
ADMINISTRATOR

Dear Sirs:

Effective March 25, 2013 Marsha K. Florence has been hired as a full-time employee with the Wood County Sheriff's Tax Office. She is to be paid \$875.00 bi-monthly which comes out to \$21,000.00 a year. She is filling a position that has been vacant since January 25, 2013. This is to come out of line item 1 404 10 103 Deputies Salaries. Marsha is very enthusiastic and works extremely well with the public. She has skills in Microsoft Word, Excel, Power Point, and Publisher. I would like to thank-you in advance.

Sincerely,



K.D.Merritt, SWC

cc: Finance  
File



3/18/13  
78/255

STATE OF WEST VIRGINIA  
COUNTY OF WOOD

} TO -WIT:

I, Peggy Squires, 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 Wood County Parks and Recreation Commission (Mountwood Park) 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.

*Peggy Squires*

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 18<sup>th</sup> day of March, 2013.

*Paul [Signature]*  
County Commission of Wood County

3/18/13  
70/255

STATE OF WEST VIRGINIA  
COUNTY OF WOOD } TO -WIT:

I, Jean Ambrose, 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 Wood County Parks and Recreation Commission (Mountwood Park) 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.

Jean Ambrose

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 18<sup>th</sup> day of March, 2013.

[Signature]  
County Commission of Wood County