

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

IN RE: MINUTES OF MEETING HELD  
MONDAY, MAY 13, 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.

The County Commission, upon a motion duly made, seconded and passed, approved minutes of April 22, 29 and May 2, 2013.

**AGENDA AND DISCUSSION ITEMS**

At 9:00 A.M., the County Commission met with Toni Tiano, Grant Consultant, Sheriff Ken Merritt, Chief Deputy Shawn Graham, Captain Rick Woodyard and T.R. Smith, Wood County Sheriff's Department employee. They announced a Port Security grant they have received for \$209,196.00. The grant would be used to purchase radios as well as a used vehicle for the SWAT Team. The County Commission executed the Grant Application. (Order A/1098)

At 9:15 A.M., Tom Smith asked the Commission to apply for a grant for bulletproof vests for the Holding Center and Home Confinement. The Commission authorized the Sheriff's Office to submit an Application for said grant. (Order A/1104)

At 9:22 A.M., Sheriff Ken Merritt and Chief Deputy Shawn Graham addressed the storage lot at the Mid-Ohio Valley Regional Airport.

At 9:28 A.M., representatives from the Vienna Chocolate Jazz Festival, along with Mayor Randy Rapp, met with the Commission to discuss their upcoming event and to request funding from the Commission. The County Commission authorized a donation of \$2,000.00. (Order M/2370)

At 9:52 A.M., the County Commission met with Harold Yglesias to discuss downtown parking. He stated he felt the Easy rider bus system should be better utilized so there would not be a need to tear down the old jail for parking. He questioned why the Commission is using a new holding center instead of the old jail. The Commission explained when the State went to a regional jail system, the building became obsolete.

At 10:15 A.M., Kim Coram along with representatives from the Rails to Trails and Robert Beanblossom from the WV DNR met with the Commission to discuss trails.

At 10:35 A.M., the County awarded the bid for the Courthouse baluster project. The bid was awarded to The David's Stone Company. (Order M/2371)

At 10:38 A.M., the County Commission discussed the liability insurance values for the County buildings.

At 11:15 A.M., upon motion of David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Sections 4, as amended: WHEREUPON, the said Stephen Gainer, one of the Commissioners, David Blair Couch, President of said Commission, and Wayne Dunn, Commissioner met with Marty Seufer, County Administrator. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by the West Virginia Code Chapter 6, Article 9A-4 of 1931, section (2b). The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 11:19 o'clock A.M. (Order A/1105)


**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/1098, A/1099, A/1100, A/1101, A/1102, A/1103, A/1104, A/1105, M/2370, M/2371, M/2372,  
M/2373, M/2374, M/2375, M/2376 and M/2377

Having no further scheduled appointments or business to attend to, the County Commission  
adjourned at approximately 11:30 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 May 13, 2013.

Wood County Commission Meeting  
Held May 13, 2013

Please Print

1.	Harold Yglesias
2.	David B Wells
3.	Randy Rapp
4.	
5.	Toni Tiano
6.	Randy Rapp
7.	Kim Corgan
8.	ROBERT BEAUBLOSSOM - WUDNR
9.	Tracy Higgins WWD IPC
10.	Jesse Udenich - Supt. North Bend Rail Trail
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# Wood County Commission Agenda

5/13/2013

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:00 AM	Approve and sign minutes, orders, purchase orders, invoices, new road names, erroneous assessment applications and any other administrative duties	Marty Seufer, County Administrator
	Consider Port Security Grant	Toni Tiano, Grant Consultant
	Consider Grant opportunity for stab/bulletproof vests for Home Confinement Officer/Holding Center, Court Security Discuss storage lot at Mid-Ohio Valley Airport	Sheriff K.D. Merritt, Chief Shawn Graham, Capt. Rick Woodyard and Tom Smith
	Discuss Vienna Jazz Festival	DavidWells
	Discuss downtown parking and old jail	Harold Yglesias
	Discuss cats <i>-- CANCELLED --</i>	Olin Reynolds
	Consider request for funding from PHS Committee and Erickson Committees on behalf of the Mid-Ohio Valley Golf Classic	
	Award bid for the installation and replacement of stone balusters and railing on the exterior of the Wood County Courthouse	

5/13/13  
70/283

MAY 13, 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 FOR A PORT SECURITY 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, to EXECUTE an Application for a Port Security Grant with the West Virginia Port of Huntington Tri-State Area Maritime Security Committee. Said grant is in the amount of two hundred nine thousand one hundred ninety-six dollars and zero cents (\$209,196.00). Said Authorization is contingent upon the guidance of the Wood County Prosecuting Attorney relating to bidding requirements.

A copy of said Application 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

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**WEST VIRGINIA PORT OF HUNTINGTON TRI-STATE  
AREA MARITIME SECURITY COMMITTEE  
AGREEMENT  
PROJECT NUMBER 2010-PU-T0-K011  
FISCAL YEAR 2010 PORT SECURITY GRANT PROGRAM  
WOOD COUNTY SHERIFF DEPARTMENT  
RESPONSE VEHICLE AND MOBILE RADIOS**

**THIS AGREEMENT**, executed in duplicate, made and entered into this 13<sup>th</sup> day of May, 2013 by and between the Area Maritime Security Committee, 1900 Kanawha Boulevard East, Building Five, Room 125-A, Charleston, West Virginia 25305-0430, hereinafter called "Department," and the Wood County Commission, One Court Square, Suite 203, Parkersburg, WV 26101, hereinafter called "Sub-awardee,"

**WITNESSETH** that,

**WHEREAS**, Sub-awardee desires the participation of Department in the funding of certain port security activities pertaining to the Port of Huntington; and

**WHEREAS**, Department's financial participation in this project will be limited exclusively to federal Fiscal Year 2010 Port Security Grant Program (PSGP) funding, as available from the US Department of Homeland Security, Federal Emergency Management Agency (FEMA); and

**WHEREAS**, Department considers it to be in the public interest to participate in this project, which provides a safe, efficient and Maritime Port Security project to ensure port security; and

**NOW, THEREFORE**, in consideration of the above premises and in further consideration of the agreement herein set forth by and between the parties hereto, it is mutually agreed as follows:

- I. Sub-awardee shall be responsible, at no cost to Department, for preparation of any plans, specifications or other documents, which collectively are referred to as the "Plans," that may be associated with the activities described within the "Investment Justification" approved by FEMA. The scope of Sub-awardee's activities, hereinafter called "Project," is to consist primarily of, but may not be limited to the purchase of response vehicle and mobile radios.

Any Project Plans shall be developed in accordance with appropriate Federal or other standards and criteria and shall be subject to the review of Department. If requested by Department, Sub-awardee shall provide Department with reproducible copies of the Project Plans, as well as reproducible copies of the "as-built" Plans, as appropriate.

- II. No Project expenses incurred prior to the date of this fully executed agreement shall be eligible for reimbursement with the federal PSGP funds. Project shall be completed before **May 31, 2013**, and the date of completion shall be the date which FEMA provides written acceptance of Project implementation.



- III. Sub-awardee shall secure the approvals and/or permits, if any, required by other governmental agencies, and shall comply with all applicable Federal, State, and local environmental regulations including, but not limited to, the National Environmental Policy Act, Council of Environmental Quality Regulations, Federal Highway Administration guidance, Section 404 of the Clean Water Act, Section 106 of the National Historic Preservation Act, Endangered Species Act, State 401 Water Quality Certification, hazardous waste requirements, and other environmental and cultural resource concerns. Upon request of Department, Sub-Awardee shall furnish Department with acceptable documentation of such approvals, permits, and compliance. Further, Sub-Awardee shall comply with the Special Conditions and with the FEMA memorandum regarding NEPA Compliance that are attached hereto and made part hereof.
- IV. Sub-Awardee shall be responsible for acquiring any property, right-of-way and/or easements that may be necessary for Project, including payment of just compensation for same. Sub-Awardee shall be responsible for all necessary installation, relocation or adjustment of utilities associated with Project.
- V. After receipt of any necessary written approval of the Project Plans, if appropriate, Sub-Awardee shall advertise a contract for construction of Project, with appropriate provisions regarding the payment by Sub-Awardee of prevailing wage rates, accept bids, award the construction contract, construct and inspect Project, and provide any necessary materials acceptance and traffic control, in accordance with the Project Plans. Sub-Awardee shall follow appropriate procurement procedures to acquire equipment and/or materials associated with Project. Sub-Awardee's authorization to proceed is subject to Department's review of the bids received and concurrence with the award of the construction contract, prior to award. Sub-awardee shall ensure compliance with the requirements of the Buy America Act, as well as any other required contract provisions pertaining to federal-aid/FEMA construction contracts. Department's authorization to proceed is contingent upon receipt of any FEMA approval and authorization that may be required and upon Sub-Awardee's compliance with the other stipulations and requirements set forth herein. Further, Sub-Awardee shall require its contractor(s) to furnish evidence of having at least the minimum amounts of insurance required of the Contractor and to provide evidence that contractor has a current license and is qualified to perform Project work in West Virginia, Ohio or Kentucky, as appropriate.
- VI. **Program reports are due on a quarterly basis. Reports are to be submitted by Sub-Awardee to Grants Coordinator, via email, by the fifteenth calendar day following each quarter:**
  - A. **January 1 to March 31 quarter is due before April 15;**
  - B. **April 1 to June 30 quarter is due before July 15;**
  - C. **July 1 to September 30 quarter is due before October 15;**
  - D. **October 1 to December 30 quarter is due January 15; and**
  - E. **Final report is due 15 days after end date of Project**
- VII. Funding for Project shall be as follows:
  - A. With respect to Project, Department shall have no financial responsibility for the cost associated with:
    - 1. acquisition of property, right-of-way and/or easements necessary;
    - 2. utility installation, relocation, or adjustment;

3. any Project activities undertaken by Sub-awardee prior to execution of this Agreement;
  4. any construction activities that are performed by any entity not procured through appropriate competitive bidding.
- B. Sub-awardee initially shall bear the cost of design/engineering and construction of Project. Upon submission by Sub-awardee to Department of proper invoices that clearly identify the actual cost incurred by Sub-awardee for design/engineering and construction of Project, which invoices shall include copies of payments made by Sub-awardee to its Project consultant and contractor, Department then shall reimburse Sub-awardee for the actual eligible design/engineering and construction costs of Project. Sub-awardee may submit invoices for reimbursement at any time during Project implementation, after Sub-Awardee has made payment to consultant and/or contractor.
  - C. Sub-awardee will submit detailed invoices, including match information, if applicable, (using invoice template – Form 5100-61S) to Department no more frequently than monthly with appropriate match documentation. If match documentation is not included, invoice may not be payable. Final invoice is due by the 30<sup>th</sup> day after end date stated in Article II of this Agreement. Should the match requirements not be met, Sub-Awardee will promptly refund all prior payments made from federal funds.
  - D. Department's maximum financial responsibility toward Project shall be **Two Hundred Nine Thousand One Hundred Ninety-Six dollars (\$209,196)**. Such amount is the maximum amount payable by Department under this Agreement without a supplemental Agreement. Sub-Awardee shall provide the Department with the following information as required for auditing purposes by the Department and DHS/FEMA upon final invoice. This includes but may not be limited to: 1>serial numbers/model numbers 2>location of property purchased under this agreement 3>photograph of property purchased.
  - E. Sub-Awardee shall make available bi-annually as required, any of the property described in this agreement available to appointed property audit control personnel of the Department. Visual property auditing will take place in June and December of each calendar year following completion of the contract and will continue for 2 years until final closeout.
- VIII. Upon receipt of a final invoice for work at the completion of the entirety of any contract completed or materials provided from any of its consultants, contractors, subcontractors, laborers, or material men, Sub-Awardee shall require the invoicing party to provide a duly executed "**WAIVER AND RELEASE OF LIEN UPON FINAL PAYMENT**" in favor of Sub-Awardee to become effective upon payment of the invoice referenced therein by Sub-Awardee. Sub-Awardee shall transmit copies of all waivers and releases of mechanic's liens to Department upon receipt of the same.
  - IX. Any construction Change Order that will increase the cost of Project must be approved by both parties to this Agreement prior to the performance of any work associated with such Change Order.
  - X. Department shall assume no jurisdiction, ownership or maintenance responsibility for any structure or appurtenance constructed or modified as part of Project, unless otherwise indicated in this Agreement.



- XI. In connection with Project and to the extent allowable by law, Sub-awardee shall indemnify and hold Department harmless from and against any and all loss, damage, and liability, and from all claims for damages on account of or by reason of bodily injury, including death, which may be sustained, or claimed to be sustained, by any person or persons including employees of Department, and from and against any and all damages to property arising out of the Project, except if any such claim or liability results from
- A. the sole negligence of Department; or
  - B. the willful or intentional unlawful acts of Department.

If a provision of this Agreement is or becomes illegal, invalid or unenforceable in any jurisdiction, that shall not affect:

- A. the validity or enforceability in that jurisdiction of any other provision of this Agreement; or
- B. the validity or enforceability in other jurisdictions of that or any other provision of this Agreement.

XII. Department may terminate this Agreement upon thirty (30) days' written notice to Sub-awardee. Upon termination, Department shall be liable only for payment in accordance with the terms of this Agreement for work performed prior to the effective date of termination.

XIII. Any disputes regarding this Agreement shall be settled in courts of the state of West Virginia.

XIV. This Agreement shall be binding upon the successors and assigns of each party hereto.

**IN WITNESS WHEREOF**, the parties hereto have caused their respective names to be signed by their duly authorized officers.

**ATTEST:**

**PORT OF HUNTINGTON TRI-STATE,  
AREA MARITIME SECURITY COMMITTEE**

\_\_\_\_\_  
Title:

\_\_\_\_\_  
By:

\_\_\_\_\_  
Its:

**ATTEST: Wood County Commission  
Wayne Dunn, President**

  
\_\_\_\_\_

  
\_\_\_\_\_



Title: Marty Seuffer  
Wood County Administrator

By: Wayne Donn  
Its: President

(To be executed in duplicate)

Distribution: Master File  
Sub-awardee

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MAY 13, 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 FORT BOREMAN TRAIL GRANT #NRT-2011(047)D. SAID REQUEST IS IN THE AMOUNT OF \$416.00.

**ORDER**

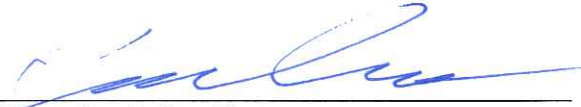
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Fort Boreman Trail Grant #NRT-2011(047)D. Reimbursement is in the amount of four hundred sixteen dollars and zero cents (\$416.00) for the month of April, 2013.

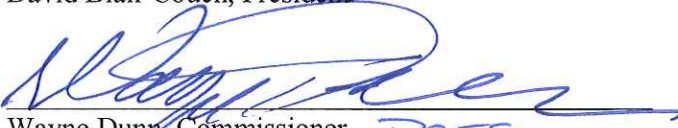
A copy of the Request for Reimbursement is attached to this ORDER and should be made a part thereof.

Documentation pertaining to the Fort Boreman Trail Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

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*Office of the County Commission of Wood County West Virginia*

*Commissioners*  
David Blair Couch  
Wayne Dunn  
Steve Gainer



No. 1 Court Square  
Suite 203  
Parkersburg, WV 26101  
Phone 304-424-1984

**Fort Boreman Historical Park Trail**

**State Project # S345-FOR/TB-1.00**

**Federal Project # NRT-2011(047)D**

**Financial Summary  
for  
April 1, 2013 thru April 30, 2013**

**Submitted by  
Jeremy Cross  
Wood County Parks Director**

*Office of the County Commission of Wood County, West Virginia*

*Commissioners*  
David Blair Couch  
Wayne Dunn  
Steve Gainer



No. 1 Court Square  
Suite 203  
Parkersburg, WV 26101  
Phone 304-424-1984

**Progress Report - Fort Boreman Historical ParkTrail  
for  
April 1, 2013 – April 30, 2013  
State Project # S354-FOR/TB-1.00  
Federal Project # NRT-2011(047)D**

During the month of April 2013, the purchase of the project sign was made.

We are waiting on the notice to proceed for construction at this time. As soon as this notice is obtained, we are ready to start construction immediately.

Office of the County Commission of Wood County, West Virginia

Commissioners  
David Blair Couch  
Wayne Dunn  
Steve Gainer



No. 1 Court Square  
Suite 203  
Parkersburg, WV 26101  
Phone 304-424-1984

DATE: May 7, 2013

INVOICE #: 1

INVOICE PERIOD: April 1, 2013 to April 30, 2013

TO: Elizabeth Williams, Project Manager  
WVDOH, Planning and Administration Division  
Building 5, Room A-863  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305

FROM: Wood County Commission  
FEIN#: 55 6000 417

PROJECT: Project Name: Fort Boreman Historical Park Trail  
State Project Number: S354-FOR/TB-1.00  
Federal Project Number: NRT-2011(047)D

DESCRIPTION: Purchase of project required sign.

INVOICE INFORMATION:

A. Total funds available for project:	\$78,682.00
B. Total funds reimbursed <u>prior</u> to attached invoice(s):	\$000,000.00
C. Total funds remaining <u>prior</u> to attached invoice(s):	\$78,682.00
D.	
E. Total amount of <u>attached</u> invoice(s):	\$416.00
F. Percentage payment requested:	100%
G. Total amount to be paid to sponsor:	\$416.00
H. Total funds remaining after payment of <u>attached</u> invoice(s):	\$78,266.00

Wood County Commission certifies that the attached invoices represent work that has been satisfactorily completed, **and paid for.**

  
Name

Title

5/13/13

Date



Office of the County Commission of Wood County West Virginia

Commissioners  
David Blair Couch  
Wayne Dunn  
Steve Gainer



No. 1 Court Square  
Suite 203  
Parkersburg, WV 26101  
Phone 304-424-1984

DATE: May 7, 2013

INVOICE #: 1

INVOICE PERIOD: April 1, 2013 to April 30, 2013

TO: Elizabeth Williams, Project Manager  
WVDOH, Planning and Administration Division  
Building 5, Room A-863  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305

FROM: Wood County Commission  
FEIN#: 55 6000 417

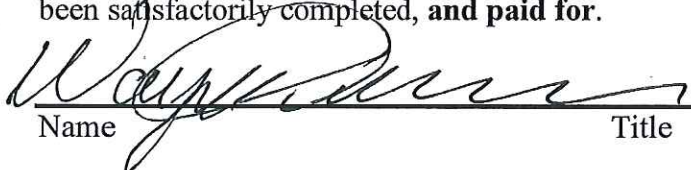
PROJECT: Project Name: Fort Boreman Historical Park Trail  
State Project Number: S354-FOR/TB-1.00  
Federal Project Number: NRT-2011(047)D

DESCRIPTION: Purchase of project required sign.

INVOICE INFORMATION:

A. Total funds available for project:	\$78,682.00
B. Total funds reimbursed <u>prior</u> to attached invoice(s):	\$000,000.00
C. Total funds remaining <u>prior</u> to attached invoice(s):	\$78,682.00
D.	
E. Total amount of <u>attached</u> invoice(s):	\$416.00
F. Percentage payment requested:	80%
G. Total amount to be paid to sponsor:	\$332.80
H. Total funds remaining after payment of <u>attached</u> invoice(s):	\$78,349.20

Wood County Commission certifies that the attached invoices represent work that has been satisfactorily completed, and paid for.

 \_\_\_\_\_

Name Title Date

5/13/13



MAY 13, 2013

5/13/13  
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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 \$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 Governor's Highway Safety Program Grant Number F13-HS-03-406. The Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of April, 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

5/13/13  
70/283

## 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;"><b>One Court Square, Suite 203 Parkersburg, WV 26101</b></span> <b>P. O. Number</b> <span style="float: right;"><b>MV1203</b></span> <b>Grant Number:</b> <span style="float: right;"><b>F13-HS-03-406</b></span> <b>FEIN Number:</b> <span style="float: right;"><b>556 000 417</b></span> <b>Funds are hereby requested to cover expenditures</b> <b>For the period of:</b> <span style="float: right;"><b>4/1/13 - 4/30/13</b></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. 5/13/2013  
(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

5/13/13  
70/283

MAY 13, 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 \$520.27.

**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 five hundred twenty dollars and twenty-seven cents (\$520.27) for the month of April, 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



# 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

5/13/13  
70/283

## 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;"><b>One Court Square, Suite 203 Parkersburg, WV 26101</b></span> <b>P. O. Number:</b> <span style="float: right;"><b>MV1203</b></span> <b>Grant Number:</b> <span style="float: right;"><b>F13-HS-2011</b></span> <b>FEIN Number:</b> <span style="float: right;"><b>556 000 417</b></span> <b>Funds are hereby requested to cover expenditures</b> <b>For the period of:</b> <span style="float: right;"><b>4/1/13 - 4/30/13</b></span>
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**PROJECT CASH EXPENDITURES**

Account Number	Amount
9007-2012-0802-099-128	\$520.27
<b>TOTAL</b>	<b>\$520.27</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

5/13/2013

(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

MAY 13, 2013

5/13/13  
70284

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 \$2,083.04.

**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 eighty-three dollars and four cents (\$2,083.04) for the month of April, 2013. The Request for Reimbursement form, the Program Activity Report, the Project Financial Report, the time sheets for Tiano-Knopp Associates, the St. Marys Police Department, the Ritchie County Sheriff's Department, the Spencer Police Department, the Doddridge County Sheriff's Department, the Roane County Sheriff's Department, the Jackson 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.

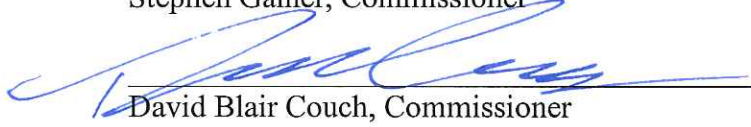
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

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

5/13/13  
70/284

## 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;"><b>One Court Square, Suite 203 Parkersburg, WV 26101</b></span> <b>P. O. Number:</b> <span style="float: right;"><b>MV1203</b></span> <b>Grant Number:</b> <span style="float: right;"><b>F13-HS-03-410</b></span> <b>FEIN Number:</b> <span style="float: right;"><b>556 000 417</b></span> <b>Funds are hereby requested to cover expenditures</b> <b>For the period of:</b> <span style="float: right;"><b>4/1/13 - 4/30/13</b></span>
---------------------	--

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$2,083.04
<b>TOTAL</b>	<b>\$2,083.04</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 5/13/2013  
(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



5/13/13  
70/284

MAY 13, 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 09-JAG-49. 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 09-JAG-49. 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 April, 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



5/13/13  
70/284

MAY 13, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE SHERIFF'S DEPARTMENT TO SUBMIT AN APPLICATION FOR A BULLETPROFF VEST GRANT.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer, and passed with Wayne Dunn abstaining, did hereby AUTHORIZE the Wood County Sheriff's Office to submit an Application for a Bulletproof Vest Grant. Said grant is in the amount of three thousand five hundred dollars and zero cents (\$3,500.00).

A copy of said Application 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

A/1104



5/13/13  
70/284



[NIJ Standards](#) [Glossary](#) [BVP Manuals](#)

Section Application > Review Application > View/Update Application

OMB #1121-0235  
(Expires: 10/31/2006)

Listed below is each of the vests which you included in your application. You may view, change or delete the information shown for each type of vests listed by clicking on its 'Model Name'.

**1. Registration**

- 1.1 [Agency Information](#)
- 1.2 [Agency Contacts](#)

**2. Application**

- 2.1 [Application Profile](#)
- 2.2 [Manage Application](#)
- 2.3 [Review Application](#)
- 2.4 [Submit Application](#)

**3. Receipts**

- 3.1 [Manage Receipts](#)
- 3.2 [Review LEA Receipts](#)
- 3.3 [Receipt History](#)

**4. Payment**

- 4.1 [Bank Information](#)
- 4.2 [Print Bank Form](#)
- 4.3 [Request Payment](#)
- 4.4 [Payment History](#)

**5. Status**

- 5.1 [Current Status](#)
- 5.2 [LEA Status](#)
- 5.3 [Application History](#)

**6. Personal Information**

- 6.1 [User Profile](#)
- 6.2 [Change Password](#)

**Application Profile**

Participant	WOOD COUNTY
Fiscal Year	2013
Number of Agencies Applied	1
Total Number of Officers for Application	38
Number of Officers on Approved Sub-Applications	38
<u>Unspent BVP Funds Remaining</u>	\$13,050.00
<u>Unspent BVP Funds Obligated for Vest Purchases</u>	\$13,050.00

**Sub-Application Profile**

Fiscal Year	2013
<u>Vest Replacement Cycle</u>	5
Number of Officers	38
Zylon Replacement	0
<u>Emergency Replacement Needs</u> Stolen or Damaged	0
Officer Turnover	0

**View/Update Application**

Vests for 2013 Regular Fund

Model Name	Quantity	Specification	Gender	Unit Price	Extended Cost	Tax/S&H	Total Cost
<u>CIIIA-2</u>	12	IIIA	M	\$900.00	\$10,800.00	\$0.00	\$10,800.00
<b>Grand Totals</b>	<b>12</b>				<b>\$10,800.00</b>	<b>\$0.00</b>	<b>\$10,800.00</b>

Warning: Funding Limitations - Applications are now subject to certain funding limitations, to help account for increasing demands and unexpended funds from prior BVP applications (if applicable). Your FY 2013 Regular Fund application maximum value is \$3,500.00. Accordingly, your application has now exceeded the maximum amount established. Please make the necessary adjustments to bring your application at or below this threshold. To update your application, please click on the Model Name CIIIA-2 in the above table.



**BVP HELP DESK**  
(Toll-Free 1-877-758-3787)  
(Toll 1-301-595-4595)



[NIJ Standards](#) [Glossary](#) [BVP Manuals](#)

Section Application > Review Application > View/Update Application

OMB #1121-0235  
(Expires: 10/31/2006)

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Participant	WOOD COUNTY
Fiscal Year	2013
Number of Agencies Applied	1
Total Number of Officers for Application	38
Number of Officers on Approved Sub-Applications	38
<u>Unspent BVP Funds Remaining</u>	\$13,050.00
<u>Unspent BVP Funds Obligated for Vest Purchases</u>	\$13,050.00

**Sub-Application Profile**

Fiscal Year	2013
<u>Vest Replacement Cycle</u>	5
Number of Officers	38
Zylon Replacement	0
<u>Emergency Replacement Needs</u>	0
Stolen or Damaged Officer Turnover	0

**View/Update Application**

Vests for 2013 Regular Fund

Model Name	Quantity	Specification	Gender	Unit Price	Extended Cost	Tax/S&H	Total Cost
<u>CIIIA-2</u>	7	IIIA	M	\$500.00	\$3,500.00	\$0.00	\$3,500.00
<b>Grand Totals</b>	<b>7</b>				<b>\$3,500.00</b>	<b>\$0.00</b>	<b>\$3,500.00</b>

[Proceed to Review Application](#)

[Add Vests to Application](#)



**BVP HELP DESK**  
(Toll-Free 1-877-758-3787)  
(Toll 1-301-595-4595)



[NIJ Standards](#) [Glossary](#) [BVP Manuals](#)

Section Application > Review Application > Review BVP Application for Funding

OMB #1121-0235  
(Expires: 10/31/2006)

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- 1.1 [Agency Information](#)
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BVP HELP DESK  
(Toll-Free 1-877-758-3787)  
(Toll 1-301-595-4595)

Below is the current status of your application. To add more vests to your application or to make modifications to your application, use either the 'Update Details' link in the 'Application Status' column or step 'Manage Application' in the left hand menu bar.

**Application Profile**

Participant	WOOD COUNTY
Fiscal Year	2013
Number of Agencies Applied	1
Total Number of Officers for Application	38
Number of Officers on Approved Sub-Applications	38
<u>Unspent BVP Funds Remaining</u>	\$13,050.00
Unspent BVP Funds <u>Obligated</u> for Vest Purchases	\$13,050.00

**Sub-Application Profile**

Fiscal Year	2013
<u>Vest Replacement Cycle</u>	5
Number of Officers	38
Zylon Replacement	0
<u>Emergency Replacement Needs</u>	
Stolen or Damaged Officer Turnover	0

**Review BVP Application for Funding**

Applicant	Quantity	Total Cost	Date Submitted	Application Status
<b>WOOD COUNTY</b>	7	\$3,500.00		Created <a href="#">Update Details</a>
Grand Totals:	7	\$3,500.00		

Proceed to Submit Application



Submit Application for BVP Approval

**Paperwork Reduction Act Notice**

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time for all components of a jurisdiction to complete and file this Application for Funding form is two hours. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you may use the Suggestions e-mail option on this BVP web site, or you may write to the BVP, c/o Bureau of Justice Assistance, 810 Seventh Street NW, Washington, DC, 20531.

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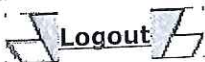
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(Toll 1-301-595-4595)

[NIJ Standards](#) [Glossary](#) [BVP Manuals](#)

OMB #1121-0235  
(Expires: 10/31/2006)

**CERTIFICATION****Chief Executive Certification**

As chief executive officer (or authorized designee) of this jurisdiction, my submission of this Application for Funding Form under the Bulletproof Vest Partnership Grant Act, represents my legally binding acceptance of the terms set forth on this form; and the program's statutory and programmatic requirements, restrictions, and conditions, including the following:

In the case of any equipment or products that may be authorized to be purchased with financial assistance provided, using funds appropriated or otherwise made available by this Act, it is the sense of the Congress that entities receiving the assistance should, in expending the assistance, purchase only American - made equipment and products.

The recipient acknowledges that this grant is for Federal preparedness assistance. Therefore, the recipient agrees that it will implement and comply with the National Incident Management System (NIMS) as required by Homeland Security Presidential Directive 5 (HSPD-5).  
<http://www.fema.gov/nims>. The recipient acknowledges that the Secretary of Homeland Security will develop standards and guidelines for determining whether a State or local entity has adopted the NIMS. Finally, the recipient further acknowledges that the Secretary of Homeland Security will determine compliance with the NIMS and the recipient agrees to abide by the Secretary's decision on compliance.

The applicant will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers or documents related to this application and any subsequent payments received as a result of this application. The applicant agrees that documentation to support the BVP vest application and payment requests will be kept for at least a three year period.

The applicant acknowledges that Justice Assistance Grant (JAG) funds or other federal funding sources may not be used to pay for that portion of the bullet proof vest (50%) that is not covered by BVP funds. JAG or other federal funds may be used to purchase vests for an agency, but they may not be used as the 50% match for BVP purposes.

I acknowledge and accept the Chief Executive Certification

**CERTIFICATION****Funding Limits Certification**

If the submission of this application for funding is in conjunction with transactions for the purchase of vests, I understand and agree to abide by the following:

I understand that all funding awards will be subject to the availability of funds and I acknowledge that there is no guaranteed level of funding associated with the submission of this application to the BVP program.

I agree to meet my financial and contractual obligations associated with any purchase transactions, regardless of the amount of funding received through this application.purposes.

I certify to the best of my knowledge and belief, all information in this

application is true and correct.

I acknowledge and accept the Funding Limits Certification

#### CERTIFICATION

##### Mandatory Wear Policy Certification

As Chief Executive Officer (or authorized designee) of this jurisdiction, I hereby acknowledge that submission of this application for funding, under the Bulletproof Vest Partnership (BVP) Grant Act, represents this jurisdiction's binding acceptance of the terms set forth in this form and the program's statutory and programmatic requirements, restrictions, and conditions for use of the BVP funds, including, but not limited to, the following:

I certify that the applicant jurisdiction has a written, mandatory wear policy that establishes general requirements for law enforcement and corrections officers, assigned to uniformed functions, to wear, subject to appropriate exceptions as determined by the applicant jurisdiction, bullet-resistant vests and that this policy is in effect on the date this application is submitted to the BVP program office for funding.

In making this certification, the jurisdiction hereby agrees to give the funding agency or the Office of the Inspector General, through any authorized representative, access to and the right to examine such policy as set forth the mandatory wearing of protective vests.

I certify to the best of my knowledge and belief that, at the time this application is submitted, this jurisdiction is in compliance with the "Mandatory Wear Policy" requirement.

I acknowledge that a false statement in this certification or in the grant application that it supports may be subject to criminal prosecution, including under 18 U.S.C. § 1001 and 42 U.S.C. § 3795a. I also acknowledge that Office of Justice Programs grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I acknowledge and accept the Mandatory Wear Policy Certification

As the chief executive officer (or designee), authorized to submit this application, I hereby enter my full name in the space provided below:

Toni Tiano

Back

Submit





[NIJ Standards](#) [Glossary](#) [BVP Manuals](#)

Section Application > Submit Application > Pending BJA Approval

OMB #1121-0235  
(Expires: 10/31/2006)

You have successfully submitted your application for funding for BVP approval.

The approval process may take several weeks from the application closing date. A confirmation email has been sent to tianoknopp@suddenlink.net. An email approval advisory will also be sent to tianoknopp@suddenlink.net when the program approvals are completed. Additionally, you may check the status of your application by selecting option , 'Application History', in the Jurisdiction's Handbook. Thank you for your continued patience.

For your reference, the summary data for your Application for Funding is listed below.

**Successful Submission**

Jurisdiction: WOOD COUNTY  
 Application Id: 13069084  
 Status/Submission Date: Sent for BVP Approval : 05/13/13

Application for Funding			
Quantity	Extended Cost	Tax, S&H	Total Cost
7	\$3,500.00	\$0.00	\$3,500.00
<b>Maximum Allowable Funding from BVP:</b>			\$1,750.00

\* Important: You can click on the 'Print Screen' button below to keep a copy for your records.

[Print Screen](#)

**1. Registration**

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**BVP HELP DESK**  
 (Toll-Free 1-877-758-3787)  
 (Toll 1-301-595-4595)

5/13/13  
70/285

MAY 13, 2013

**EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION**

This 13<sup>th</sup> day of May, 2013, at 11:15 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Sections 4, as amended:

WHEREUPON, the said Stephen Gainer, one of the Commissioners, David Blair Couch, President of said Commission, and Wayne Dunn, Commissioner met with Marty Seufer, County Administrator.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by the West Virginia Code Chapter 6, Article 9A-4 of 1931, section (2b).

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 11:19 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

5/13/13  
70/285

MAY 13, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE  
DONATION OF \$2,000.00 TO THE CHOCOLATE JAZZ  
FESTIVAL.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Wayne Dunn and made unanimous by Stephen Gainer, did hereby AUTHORIZE the donation of two thousand dollars and zero cents (\$2,000.00) to the Chocolate Jazz Festival to be used towards their 2013 Festival. Said donation will be paid out of the General Fund Lottery Line Item of the County upon the request for said funds.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

M/2370



5/13/13  
70/285

MAY 13, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR THE  
WOOD COUNTY COURTHOUSE BALUSTER PROJECT.

**ORDER**

On this date, the County Commission of Wood County, at 9:30 A.M. upon a motion made by David Blair Couch, seconded by Wayne Dunn, and made unanimous by Stephen Gainer, did hereby AWARD the bid for the Wood County Courthouse Baluster and Railing project. The bid was awarded to The David's Stone Company, LLC, Marietta, Ohio. Said award is for thirty-three thousand seven hundred eleven dollars and forty-seven cents (\$33,711.47). Bids were received for review on May 6, 2013.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Wayne Dunn, President

  
Stephen Gainer, Commissioner

  
David Blair Couch, Commissioner

M/2371

5/13/13  
70/285

MAY 13, 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 13-CC-09. SAID REQUEST IS IN THE AMOUNT OF \$33,341.39.

**ORDER**

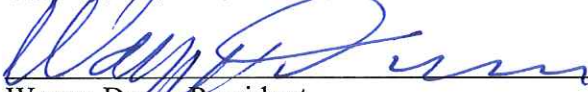
On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Community Corrections Grant Number 13-CC-09. Reimbursement is in the amount of thirty-three thousand three hundred forty-one dollars and thirty-nine cents (\$33,341.39) for the month of March, 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

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

5/13/13  
70/285

COPY

RECEIVED

(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: 3/1/13 TO: 3/31/13

**PROJECT CASH EXPENDITURES**

CATEGORY	AMOUNT
Personnel/Contractual	\$33,341.39
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
<b>TOTAL</b>	<b>\$33,341.39</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

5/13/13  
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;"> <span style="margin-right: 100px;">_____</span> <span>_____</span>            Initials Date         </p> <p>Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.</p> <p style="margin-top: 20px;"> <span style="width: 30%; border-bottom: 1px solid black; display: inline-block;"></span> <span style="width: 70%; border-bottom: 1px solid black; display: inline-block;"></span>            Date Program Accountant         </p>	



5/13/13  
70/286

MAY 13, 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-03-408. SAID REQUEST IS IN THE AMOUNT OF \$0.00.

**ORDER**


On this date, the County Commission of Wood County, upon a motion made by 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 Governor's Highway Safety Program Grant Number F13-HS-03-408. The Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of April, 2013. The Request for Reimbursement Form, the Project Financial Report, and the Monthly Progress Report have been submitted.

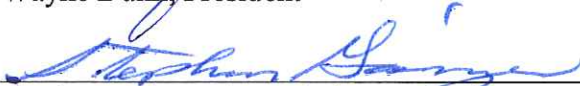
A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

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

COPY

Toll phone: (304) 926-2509

Fax: (304) 926-3880

5/13/13  
70/286

## 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;"><b>One Court Square, Suite 203 Parkersburg, WV 26101</b></span> <b>P. O. Number:</b> <span style="float: right;"><b>MV1203</b></span> <b>Grant Number:</b> <span style="float: right;"><b>F13HS-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</b> <b>For the period of:</b> <span style="float: right;"><b>4/1/13 - 4/30/13</b></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. 5/13/2013  
(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



5/13/13  
701286

MAY 13, 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-03-2010. SAID REQUEST IS IN THE AMOUNT OF \$0.00.

**ORDER**

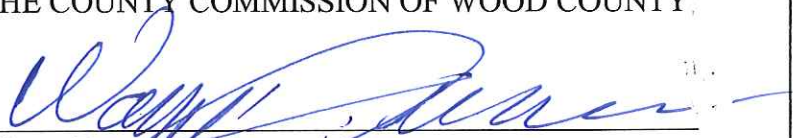
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-2010. The Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of April, 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

COPY

Telephone: (304) 926-2509

Fax: (304) 926-3880

5/13/13  
70/286

## REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	<b>Sub-Grantee:</b> Wood County Commission <b>Address:</b> One Court Square, Suite 203 Parkersburg, WV 26101 <b>P. O. Number:</b> MV1203 <b>Grant Number:</b> F13-HS-03-2010 <b>FEIN Number:</b> 556000417 Funds are hereby requested to cover expenditures For the period of: 4/1/13 - 4/30/13
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**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. 5/13/2013  
(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

5/13/13  
70/286

MAY 13, 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 \$2,088.82

**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 thousand eighty-eight dollars and twenty-two cents (\$2,088.22) for the month of April, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for 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

COPY

Telephone: (304) 926-2509

Fax: (304) 926-3880

5/13/13  
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;"><b>One Court Square, Suite 203 Parkersburg, WV 26101</b></span> <b>P. O. Number:</b> <span style="float: right;"><b>MV1203</b></span> <b>Grant Number:</b> <span style="float: right;"><b>F13-HS-03-154</b></span> <b>FEIN Number:</b> <span style="float: right;"><b>556 000 417</b></span> <b>Funds are hereby requested to cover expenditures</b> <b>For the period of:</b> <span style="float: right;"><b>4/1/13 - 4/30/13</b></span>
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### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$2,088.22
<b>TOTAL</b>	<b>\$ 2,088.22</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 5/13/2013  
(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



MAY 13, 2013

5/13/13  
70/286

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 \$8,980.63

**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 eight thousand nine hundred eighty dollars and sixty-three cents (\$8,960.63) for the month of April, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Wood County Sheriff's Department, the St. Marys 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

**COPY**

Telephone: (304) 926-2509

Fax: (304) 926-3880

5/13/13  
70/286

## 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:** **4/1/13 - 4/30/13**

### PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$8,980.63
<b>TOTAL</b>	<b>\$8,980.63</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

5/13/2013

(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

5/13/13  
70/287

MAY 13, 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 \$3,673.71

**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 three thousand six hundred seventy-three dollars and seventy-one cents (\$3,673.71) for the month of March, 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/2377



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

5/13/13  
70/287

COPY  
RECEIVED

(For DCJS Use Only)

Subgrantee:	Wood County Commission
Address:	One Court Square, Suite 203
	Parkersburg, WV 26101
Project #:	12-CCPT-04
FEIN#:	556 000 417
Funds are hereby requested to cover expenditures	
FROM:	3/1/13
TO:	3/31/13

**PROJECT CASH EXPENDITURES**


CATEGORY	AMOUNT
<b>Personnel/Contractual</b>	<b>\$3,673.71</b>
<b>Travel/Training</b>	<b>-0-</b>
<b>Space</b>	<b>-0-</b>
<b>Other</b>	<b>-0-</b>
<b>Equipment</b>	<b>-0-</b>
<b>TOTAL</b>	<b>\$3,673.71</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

5/13/13  
DATE

(Authorized Official or Grant Financial Officer ONLY)

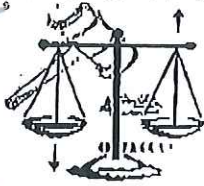
**DCJS USE ONLY**

**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.

\_\_\_\_\_ Program Accountant  
 Date



# MID-OHIO VALLEY DAY REPORT CENTER

Wood County Office: 916 Market Street, Parkersburg, WV 26101

304-422-8570 \* Fax: 304-422-8579

To: Wood County Commission  
 From: Dennio Huggins, DRC Executive Director  
 Date: 5/8/13  
 Re: Wood County DRC Request to Hire

5/13/13  
70/287

Please regard this notice as my request to reclassify Quyen Nguyen from a temporary General Office Support Worker to a ~~part-time~~ full-time newly created Bookkeeper/Billing Clerk for our Wood County site. In this capacity, Ms. Nguyen would be paid an annual salary of \$21,000. This reclassification would take effect on 5/15/13.

Although there is no funding allocated in the DRC's FY 2012-2013 budget for this position, I believe that it is necessary in order to maximize our agency's ability to manage its financial matters in both an accurate and timely manner. I will be happy to provide any other information which you deem necessary in order to act on this request as quickly as possible.

RECEIVED

MAY - 7 '13

COUNTY ADMINISTRATOR