

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

IN RE: MINUTES OF MEETING HELD
MONDAY, OCTOBER 28, 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 from October 17 and 21, 2013.

Dr. Tabitha Anderson and Todd Nelson were sworn in as members of the Wood County Alternative Transportation System Council.

Lisa Sutton was sworn in as an Assistant Wood County Coroner.

AGENDA AND DISCUSSION ITEMS

At 9:00 A.M., the County Commission met with Gary Farris from the Veterans Museum. Mr. Farris requested funding for a Veterans Day Picnic. They are expecting a donation from Wal-Mart and will deduct the difference from the amount he is requesting. The County Commission authorized the donation of up to \$2,800.00. (Order M/2556)

At 9:11 A.M., the County Commission approved the hiring of Amanda Cornell as the Assistant Victim Advocate in the Wood County Prosecutor's Office. Jason Wharton, Prosecuting Attorney presented the request.

At 9:17 A.M., the County Commission approved the invoice for the Firemen's Insurance.

At 9:23 A.M., the County Commission awarded the bid for the Courthouse Security cameras for the Holmes R. Shaver Annex to Miller Communications. (Order M/2557)

At 9:26 A.M., the County Commission approved the Contract with Professional Service Industries, Inc. to provide laboratory testing of compression strength of concrete for the Wood County Planning Commission. (Order M/2564)

At 9:33 A.M., Rick Devore was sworn in as a Civilian Bailiff for the Wood County Sheriff's Department.

At 9:36 A.M., the County Commission approved the application for the West Virginia Courthouse Facilities Improvement Fund grant. (Order M/2566)

At 9:45 A.M., the County Commission discussed the procedure regarding the printing of the delinquent tax properties in the newspaper and the related costs.

At 10:00 A.M., the County Commission met with Mark Rhodes, Wood County Clerk to discuss two probate matters.

At 10:03 A.M., Commissioner Dunn presented a report from the Workforce West Virginia related to the state of the local economy, as well as a plan for the area. This is a preliminary report and is attached to these minutes.

At 10:10 A.M., the County Commission discussed the procedure for the disposition of funds for the Highway Safety Grant. The omission asked Marty Seufer, County Administrator, to work with Toni Tiano, Grant Consultant, to attempt to streamline the process.

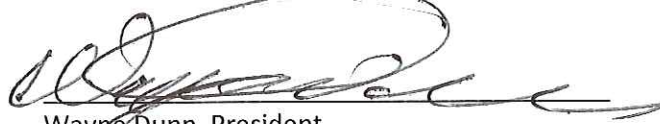
ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/2556, M/2557, M/2558, M/2559, M/2560, M/2561, M/2562, M/2563, M/2564 and M/2566

Having no further scheduled appointments or business to attend to, the County Commission officially adjourned at 10:39 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 October 28, 2013.

Wood County Commission Meeting
Held October 28, 2013

Please Print

1.	Brooke Fletcher
2.	GARY FARRIS
3.	Jason Wharton
4.	Andy J. Quinn
5.	Mike St-Clair
6.	Lisa Sutton
7.	
8.	
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20.	



Wood County Commission Agenda

10/28/2013

1 Court Square, Suite 203
Parkersburg, WV 26101

9:00 AM	Administrator's Report	Marty Seufer, County Administrator
	Consider request for funding for Veterans Day Picnic	Gary Farris
	Consider Request to Hire from Prosecuting Attorney – Amanda Cornell – Assistant Victim Advocate – 20 hours a week at \$8.25 an hour	
	Approval of Assistant Wood County Coroner – Lisa M. Sutton – not being paid	
	Approval of Invoice for Firemen's Insurance	
	Award bid for Courthouse Security Grant (Cameras)	
	Approve contract with PSI for Wood County Planning Commission	
	Consider application for WVCFIA Grant	
	County Commissioners' Reports	

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

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

Exhibit 1

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

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

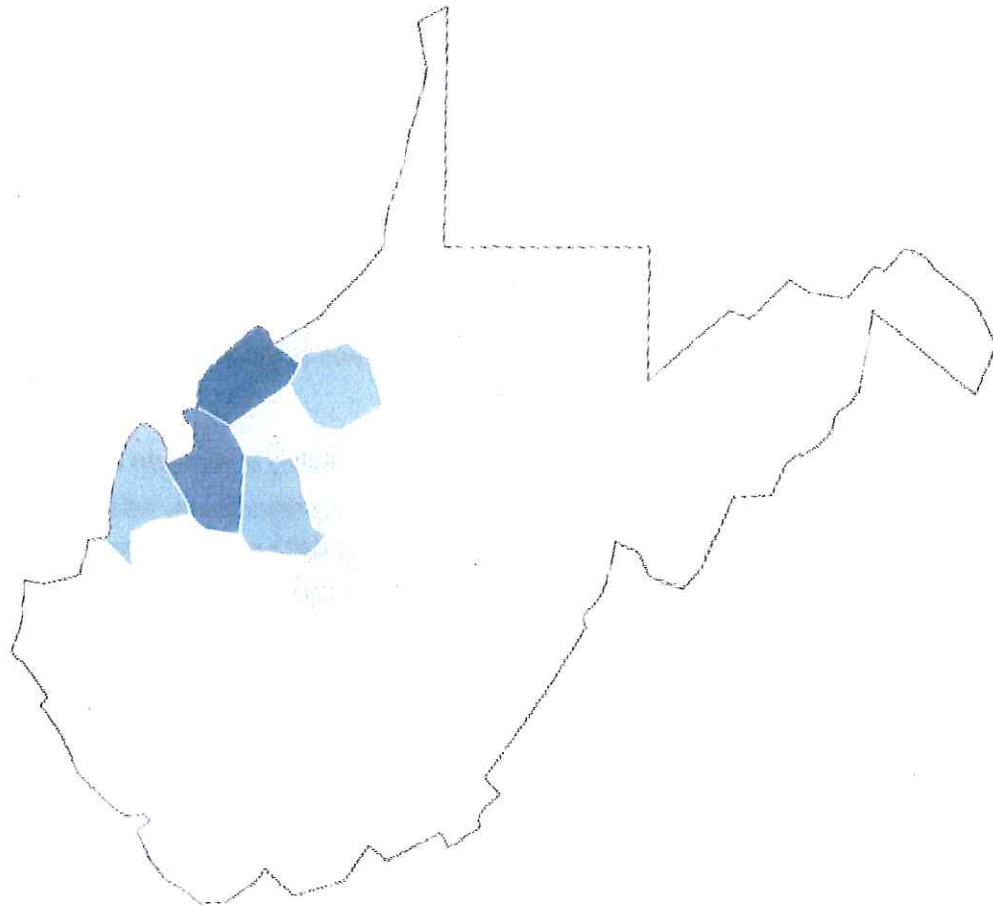
Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials



WEST VIRGINIA'S MID-OHIO VALLEY

WORKFORCE – INDUSTRIES – OPPORTUNITIES



The region is served by at least twenty formal education and training institutions, many of which focus on developing a pipeline of workers for critical “middle-skill jobs”—those that require more than a high school diploma but less than a bachelor’s degree. These jobs represent 10% of total jobs in the region but account for 18% of projected job growth over the next five years.

REGIONAL DATA SUMMARY

Population

2013
199,451

Population Growth

2003-2013
0.4%

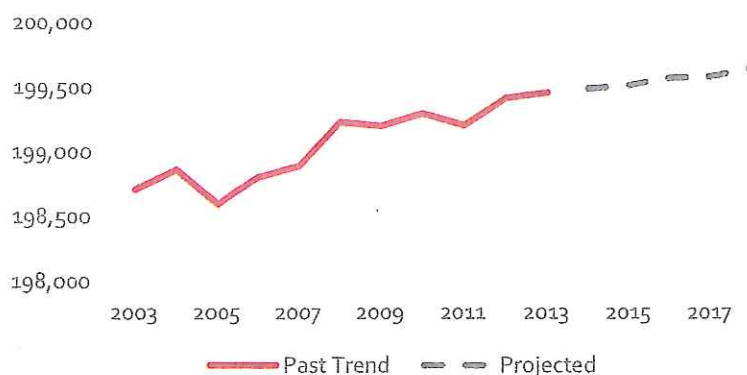
Med. Household Income

2007-2011 Avg.
\$ 36,468

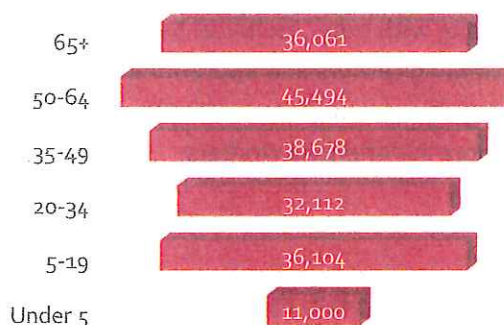
Poverty Rate

2007-2011 Avg.
18.2%

Population Growth 2003-2018



Age Distribution 2013



Labor Force

Apr. 2013
80,961

Labor Participation

2007-2011 Avg.
65%

Employment

Apr. 2013
74,621

Unemployment

Apr. 2013
7.8%

Top Industries by Employment, 2013

Occupation	2012 Emp.	% of Total
Government	13,768	15.0%
Healthcare and Social Assistance	12,228	13.3%
Retail Trade	11,497	12.5%
Manufacturing	6,952	7.6%
Accommodation and Food Services	6,012	6.5%

Top Occupations by Employment, 2013

Occupation	2012 Emp.	% of Total
Office, Administrative Support	11,654	12.7%
Sales and Related	10,911	11.9%
Management	9,776	10.6%
Transportation and Material Moving	6,787	7.3%
Food Preparation and Serving Related	6,467	7.0%



CONCLUSIONS

Workforce development is part of a broader system focused on strengthening local and regional conditions. The WIB MOV can play a greater role in facilitating ongoing discussions to engage partner and employer leadership about additional strategies to better align workforce supply and demand. Businesses in the region have an opportunity to increase their involvement with K-12 and postsecondary training providers to address short- and long-term needs. To retain and grow the pipeline of talent, students need to understand the job opportunities available in the region and the training and education available to take advantage of them. They also need to understand the critical nature of soft skills and employability to workplace success.

The WIB MOV would benefit from partnering more closely with local economic development to coordinate joint employer visits or, at minimum, have systems in place to more closely share information. This would help avoid duplicative contacts, while coordinating efforts for greater impact. Although there are recognized challenges in the region, the WIB MOV and its partners can promote economic growth by coordinating efforts and by focusing on the factors that can be creatively and systematically addressed.

10/28/13
70/373

OCTOBER 28, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

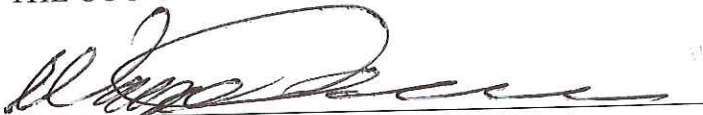
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE
DONATION OF UP TO \$2,800.00 TO THE VETERANS MUSEUM
OF THE MID-OHIO VALLEY.

ORDER


On this date, the County Commission of Wood County upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, did hereby AUTHORIZE the donation of up to two thousand eight hundred dollars and zero cents (\$2,800.00) to the Veterans Museum of the Mid-Ohio Valley to be used towards their 2013 Veterans Picnic. Said donation will be paid out of the General County Fund Lottery Line item.

APPROVED:

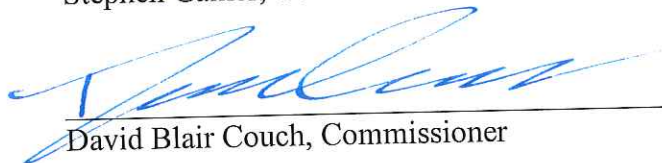
THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

M/2556

10/28/13
70/372

OCTOBER 28, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR
CAMERAS IN THE SHAVER ANNEX.

ORDER

On this date, the County Commission of Wood County, at 9:00 A.M. upon a motion made by David Blair Couch, seconded by Stephen Gainer, and made unanimous by Wayne Dunn, did hereby AWARD the bid for Cameras in the Holmes R. Shaver Judicial Annex. The bid was awarded to Miller Communications, Parkersburg, West Virginia. Said award is for eleven thousand three hundred twenty-four dollars and zero cents (\$11,324.00). Bids were received for review on October 21, 2013.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2557

10/28/13
72/373

OCTOBER 28, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

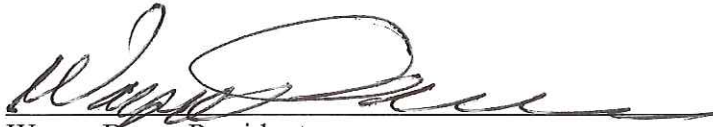
IN RE: THE COUNTY COMMISSION DID HEREBY APPOINT LISA M.
SUTTON TO SERVE AS ASSISTANT WOOD COUNTY
CORONER.

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 APPOINT Lisa M. Sutton to serve as Assistant Wood County Coroner. Ms. Sutton was recommended for the position by Wood County Coroner, Mike St. Clair.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2558

10/28/13

70/374

OCTOBER 28, 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 TRAIL GRANT NUMBER S354-FOR/TB-1.00. SAID REQUEST IS IN THE AMOUNT OF \$4,112.91.

ORDER


On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Trail Grant Number S354-FOR/TB-1.00. Reimbursement is in the amount of four thousand one hundred twelve dollars and ninety-one cents (\$4,112.91) for the month of September, 2013. In addition to the Request for Reimbursement, the Financial Summary, Progress Report and Invoices 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 Trail 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/2559

10/28/13
70/374

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: October 22, 2013

INVOICE #: 3

INVOICE PERIOD: September 01, 2013 to September 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

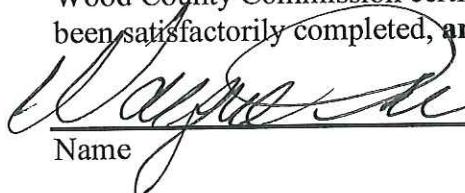
PROJECT: Project Name: Fort Boreman Historical Park Trail
State Project Number: S354-FOR/TB-1.00
Federal Project Number: NRT-2011(047)D

DESCRIPTION: September 2013 summary and request for reimbursement.

INVOICE INFORMATION:

A. Total funds available for project:	\$98,353.00
B. Total funds reimbursed <u>prior</u> to attached invoice(s):	\$13,766.46
C. Total funds remaining <u>prior</u> to attached invoice(s):	\$84,586.54
D.	
E. Total amount of <u>attached</u> invoice(s):	\$4,112.91
F. Percentage payment requested:	100%
G. Total amount to be paid to sponsor:	\$4112.91
H. Total funds remaining after payment of <u>attached</u> invoice(s):	\$80,473.63

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

 Wood Co. Commission President

Name Title Date

OCTOBER 28, 2013

10/28/13
70/374

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 \$188.94

ORDER

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby AUTHORIZE Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F13-HS-03-2011. The Request for Reimbursement is in the amount of one hundred eighty-eight dollars and ninety-four cents (\$188.94) for the month of September, 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

10/28/13

70/374

REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)

Sub-Grantee: **Wood County Commission**

Address: **One Court Square, Suite 203
Parkersburg, WV 26101**

P. O. Number **MV1203**

Grant Number: **F13-HS-2011**

FEIN Number: **556 000 417**

Funds are hereby requested to cover expenditures

For the period of: **9/1/13 - 9/30/13**

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$188.94
TOTAL	\$188.94

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.** **10/21/2013**

(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

OCTOBER 28, 2013

10/28/13
70/374

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 \$2,410.37

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 two thousand four hundred ten dollars and thirty-seven cents (\$2,410.37) for the month of September, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Pleasants County Sheriff's Department, the Parkersburg Police Department, the Roane County Sheriff's Department, the Doddridge County Sheriff's Department, and the Monthly Progress Report have been submitted.

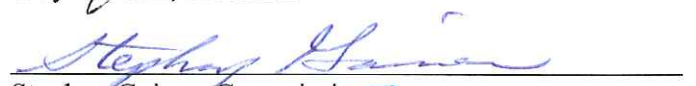
A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof.

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

M/2561

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

10/28/13
70/374

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: **9/1/13 - 9/30/13**

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$2,410.37
TOTAL	\$2,410.37

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

10/28/2013

(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

OCTOBER 28, 2013

10/28/13
70/374

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 \$6,626.73

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 six thousand six hundred twenty-six dollars and seventy-three cents (\$6,626.73) for the month of September, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Pleasants County Sheriff's Department, the Ripley Police Department, the West Union Police Department, the Roane County Sheriff's Department, the Jackson County Sheriff's Department, the Doddridge 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

10/28/13
20/374

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: 9/1/13 - 9/30/13

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$6,626.73
TOTAL	\$ 6,626.73

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

10/28/2013

(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

OCTOBER 28, 2013

10/28/13
70/375

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 \$1,762.83

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-03-406. The Request for Reimbursement is in the amount of one thousand seven hundred sixty-two dollars and eighty-three cents (\$1,762.83) for the month of September, 2013. The Request for Reimbursement form, the Project Financial Report, time sheets for the Ripley County Sheriff's Department, the Parkersburg Police 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

10/28/13

70/375

REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	Sub-Grantee:	Wood County Commission
	Address:	One Court Square, Suite 203 Parkersburg, WV 26101
	P. O. Number	MV1203
	Grant Number:	F13-HS-03-406
	FEIN Number:	556 000 417
	Funds are hereby requested to cover expenditures For the period of: 9/1/13 - 9/30/13	

PROJECT CASH EXPENDITURES

Account Number	Amount
9007-2012-0802-099-128	\$1,762.83
TOTAL	\$1,762.83

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.

10/28/2013

(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

10/28/13
70/375

OCTOBER 28, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
WAYNE DUNN, AS PRESIDENT, TO EXECUTE A CONTRACT
WITH PSI, INC.

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 a Contract with Professional Service Industries, Inc. (PSI), Parkersburg, West Virginia, to provide laboratory testing of compression strength of concrete for the Wood County Planning Commission.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2564

10/28/13
70/375

September 19, 2013

Wood County Commission
#1 Court Square, Suite 308
Parkersburg, West Virginia 26101

Re: Construction Materials Testing and Inspection Services
2013 Compressive Strength Testing
PSI Proposal No.: 105742

Professional Service Industries, Inc. (PSI) is pleased to submit the following proposal for providing compressive strength testing of concrete cylinder specimens for projects initiated during the 2013 calendar year.

PSI's Parkersburg, West Virginia office proposes to provide experienced, technical personnel to perform the construction materials testing and observation services for your project. Our local Parkersburg Branch includes personnel that are American Concrete Institute (ACI) certified. Our laboratory is CCRL, AMRL, AASHTO R18, and US Army Corps of Engineers certified for our quality systems. Resumes of our proposed technical staff, engineering technicians, welding inspectors, and certifications for our laboratory will be presented upon request.

Project Scope of Services:

PSI understands the scope of services for this project will include laboratory testing of compressive strength cylinder specimens. The compressive strength specimens will be cast and transported to our laboratory by representatives of the Wood County Commission.

Testing Agency Qualifications:

The PSI Parkersburg Office will be performing laboratory compressive strength testing services for this project from our 153 Williams Highway, Parkersburg, West Virginia location. Our facilities are approximately 5,000 square feet which includes our office space, laboratory, and storage space. Our laboratory area is approximately 2,000 square feet of the total building area. Our Parkersburg laboratory is AASHTO R-18 certified and maintains our equipment through the PSI QA-M-5 program which is nationally recognized by AMRL and CCRL. Our local laboratory facilities include the following:

CCRL Accredited Concrete Laboratory

1. Concrete compression machine
2. Flexural strength testing equipment for beams
3. Sulfur capping area with both 4 and 6 inch capping equipment
 - a. Used for high strength cylinders, mortar specimens, and grout specimens.

AMRL Accredited Aggregate Testing Laboratory

1. General sieve analysis of aggregates
2. Organic impurities testing equipment
3. Wet wash sieve equipment
4. Sodium sulfate soundness testing
5. Specific gravity testing equipment

US Army Corps of Engineers

1. Aggregate – ASTM C136, C566, C702 and D75
2. Concrete – ASTM C31, C39, C138, C143, C172, C231, C1064, C470, C511, C1077, C1231 and E329
3. Soils – ASTM D421, D422, D698, D1140, D1556, D2487, D3740, D4318, D6938 and E329



**US Army Corps
of Engineers.**

Additional services requested but not quoted in this proposal will be performed in accordance with the attached "Schedule of Services and Fees". We also proposed that the work be performed pursuant to PSI's General Conditions. A copy of the General Conditions is enclosed herewith and incorporated into this proposal. PSI will proceed with the work and will issue the daily materials testing and field observation reports after receipt of a signed copy of this proposal intact or a purchase order referencing this proposal by number and date. When returning this proposal, please complete the attached Project Data Sheet so that your file can be properly established.

PSI appreciates the opportunity to offer its services to your project and looks forward to working with you. Please contact us if there are any questions you may have concerning this proposal and the services that PSI can provide.

Respectfully submitted,
PROFESSIONAL SERVICE INDUSTRIES, INC.

Timothy M. Kerby
Branch Manager

Attachments: PSI Schedule of Services and Fees, PSI Project Data and Proposal Acceptance Sheet, and PSI General Conditions

**PROFESSIONAL SERVICE INDUSTRIES, INC. (PSI) – PARKERSBURG, WEST VIRGINIA
SCHEDULE OF SERVICES AND FEES**

Laboratory Testing Services

Concrete

Laboratory compression testing of concrete cast cylindrical specimens – ASTM C-31

Testing and reporting.....Each \$ 10.00

Reserves not tested, including curing.....Each \$ 10.00

ENGINEERING SERVICES

Project Engineer.....Per hour \$ 90.00

Remarks

Unit prices are in effect for 12 months from the date of this proposal and are subject to change without notice thereafter.

An engineering review charge of 0.5 hour per technician day for review of compressive strength results is applicable. A clerical charge of 0.2 hours (at a rate of \$35.00 per/hour) will be charged per set of compressive strength cylinder for typing of reports. The prices above include unlimited email distribution of reports.

PSI Project Data and Proposal Acceptance Sheet

1. Project Name: _____
2. Project Location: _____
3. Purchase Order No.: _____
4. Project Manager: _____ Telephone No.: _____
5. Distribution of Reports (email addresses are required for report distribution):

Attn: _____ Attn: _____
Email: _____ Email: _____

Attn: _____ Attn: _____
Email: _____ Email: _____
6. Invoicing Address: _____

Attn: _____
7. Site Contact: _____ Telephone No.: _____

Proposal No. 105742 Acceptance

Accepted this 28th day of October, 2013

Client/Company Name

By: _____

Title: Pres.

GENERAL CONDITIONS

1. **PARTIES AND SCOPE OF WORK:** Professional Service Industries Inc. ("PSI") shall include said company or its particular division, subsidiary or affiliate performing the work. "Work" means the specific service to be performed by PSI as set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. Additional work ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the work to be done by PSI. If Client is ordering the work on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said work. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the work ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of PSI's work. PSI shall have no duty or obligation to any third party greater than that set forth in PSI's proposal, Client's acceptance thereof and these General Conditions. The ordering of work from PSI, or the reliance on any of PSI's work, shall constitute acceptance of the terms of PSI's proposal and these General Conditions, regardless of the terms of any subsequently issued document.
2. **TESTS AND INSPECTIONS:** Client shall cause all tests and inspections of the site, materials and work performed by PSI or others to be timely and properly performed in accordance with the plans, specifications and contract documents and PSI's recommendations. No claims for loss, damage or injury shall be brought against PSI by Client or any third party unless all tests and inspections have been so performed and unless PSI's recommendations have been followed. Client agrees to indemnify, defend and hold PSI, its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or PSI's recommendations are not so followed.
3. **PREVAILING WAGES:** This proposal specifically excludes compliance with any project labor agreement, labor agreement, or other union or apprenticeship requirements. In addition, unless explicitly agreed to in the body of this proposal, this proposal specifically excludes compliance with any state or federal prevailing wage law or associated requirements, including the Davis Bacon Act. Due to the professional nature of its services PSI is generally exempt from the Davis Bacon Act and other prevailing wage schemes. It is agreed that no applicable prevailing wage classification or wage rate has been provided to PSI, and that all wages and cost estimates contained herein are based solely upon standard, non-prevailing wage rates. Should it later be determined by the Owner or any applicable agency that in fact prevailing wage applies, then it is agreed that the contract value of this agreement shall be equitably adjusted to account for such changed circumstance. These exclusions shall survive the completion of the project and shall be merged into any subsequently executed document between the parties, regardless of the terms of such agreement. Client will reimburse, defend, indemnify and hold harmless PSI from and against any liability resulting from a subsequent determination that prevailing wage regulations cover the Project, including all costs, fines and attorney's fees.
4. **SCHEDULING OF WORK:** The services set forth in PSI's proposal and Client's acceptance will be accomplished by PSI personnel at the prices quoted. If PSI is required to delay commencement of the work or if, upon embarking upon its work, PSI is required to stop or interrupt the progress of its work as a result of changes in the scope of the work requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of PSI, additional charges will be applicable and payable by Client.
5. **ACCESS TO SITE:** Client will arrange and provide such access to the site and work as is necessary for PSI to perform the work. PSI shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its work or the use of its equipment.
6. **CLIENT'S DUTY TO NOTIFY ENGINEER:** Client warrants that it has advised PSI of any known or suspected hazardous materials, utility lines and pollutants at any site at which PSI is to do work, and unless PSI has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits, Client agrees to defend, indemnify and save PSI harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to PSI's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to PSI by Client.
7. **RESPONSIBILITY:** PSI's work shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. PSI shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. PSI's work or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Client agrees that it shall require subrogation to be waived against PSI and for PSI to be added as an Additional Insured on all policies of insurance, including any policies required of Client's contractors or subcontractors, covering any construction or development activities to be performed on the project site. PSI has no right or duty to stop the contractor's work.
8. **SAMPLE DISPOSAL:** Test specimens will be disposed immediately upon completion of the test. All drilling samples will be disposed sixty (60) days after submission of PSI's report.
9. **PAYMENT:** The quantities and fees provided in this proposal are PSI's estimate based on information provided by Client and PSI's experience on similar projects. The actual total amount due to PSI shall be based on the actual final quantities provided by PSI at the unit rates provided herein. Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay PSI's cost of collection of all amounts due and unpaid after thirty (30) days, including court costs and reasonable attorney's fees. PSI shall not be bound by any provision or agreement requiring or providing for arbitration of disputes or controversies arising out of this agreement, any provision wherein PSI waives any rights to a mechanics' lien, or any provision conditioning PSI's right to receive payment for its work upon payment to Client by any third party. These General Conditions are notice, where required, that PSI shall file a lien whenever necessary to collect past due amounts. Failure to make payment within 30 days of invoice shall constitute a release of PSI from any and all claims which Client may have, whether in tort, contract or otherwise, and whether known or unknown at the time.
10. **ALLOCATION OF RISK: CLIENT AGREES THAT PSI'S SERVICES WILL NOT SUBJECT PSI'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LIABILITY, AND THAT NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, CLIENT AGREES THAT ITS SOLE AND EXCLUSIVE REMEDY SHALL BE TO DIRECT OR ASSERT ANY CLAIM, DEMAND, OR SUIT ONLY AGAINST PSI. STATEMENTS MADE IN PSI REPORTS ARE OPINIONS BASED UPON ENGINEERING JUDGMENT AND ARE NOT TO BE CONSTRUED AS REPRESENTATIONS OF FACT. SHOULD PSI OR ANY OF ITS EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENT IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESS OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON PSI'S WORK AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF PSI, ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$25,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO PSI FOR ITS WORK PERFORMED ON THE PROJECT, WHICHEVER AMOUNT IS GREATER. IN THE EVENT CLIENT IS UNWILLING OR UNABLE TO LIMIT PSI'S LIABILITY IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN THIS PARAGRAPH, CLIENT MAY, UPON WRITTEN REQUEST OF CLIENT RECEIVED WITHIN FIVE DAYS OF CLIENT'S ACCEPTANCE HEREOF, INCREASE THE LIMIT OF PSI'S LIABILITY TO \$250,000.00 OR THE AMOUNT OF PSI'S FEE PAID TO PSI FOR ITS WORK ON THE PROJECT, WHICHEVER IS THE GREATER, BY AGREEING TO PAY PSI A SUM EQUIVALENT TO AN ADDITIONAL AMOUNT OF 5% OF THE TOTAL FEE TO BE CHARGED FOR PSI'S SERVICES. THIS CHARGE IS NOT TO BE CONSTRUED AS BEING A CHARGE FOR INSURANCE OF ANY TYPE, BUT IS INCREASED CONSIDERATION FOR THE GREATER LIABILITY INVOLVED. IN ANY EVENT, ATTORNEY'S FEES EXPENDED BY PSI IN CONNECTION WITH ANY CLAIM SHALL REDUCE THE AMOUNT AVAILABLE, AND ONLY ONE SUCH AMOUNT WILL APPLY TO ANY PROJECT. NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT, OR OTHERWISE, MAY BE BROUGHT AGAINST PSI, ARISING FROM OR RELATED TO PSI'S WORK, MORE THAN TWO YEARS AFTER THE CESSATION OF PSI'S WORK HEREUNDER, REGARDLESS OF THE DATE OF DISCOVERY OF SUCH CLAIM.**
11. **INDEMNITY:** Subject to the above limitations, PSI agrees not to defend but to indemnify and hold Client harmless from and against any and all claims, suits, costs and expenses including reasonable attorney's fees and court costs to the extent arising out of PSI's negligence as finally determined by a court of law. Client shall provide the same protection to the extent of its negligence. In the event that Client or Client's principal shall bring any suit, cause of action, claim or counterclaim against PSI, the Client and the party initiating such action shall pay to PSI the costs and expenses incurred by PSI to investigate, answer and defend it, including reasonable attorney's and witness fees and court costs to the extent that PSI shall prevail in such suit.
12. **TERMINATION:** This Agreement may be terminated by either party upon seven days' prior written notice. In the event of termination, PSI shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses.
13. **EMPLOYEES/WITNESS FEES:** PSI's employees shall not be retained as expert witnesses except by separate, written agreement. Client agrees to pay PSI's legal expenses, administrative costs and fees pursuant to PSI's then current fee schedule for PSI to respond to any subpoena. For a period of one year after the completion of any work performed under this agreement, Client agrees not to solicit, recruit, or hire any PSI employee or person who has been employed by PSI within the previous twelve months. In the event Client desires to hire such an individual, Client agrees that it shall seek the written consent of PSI, and shall pay PSI an amount equal to one-half of the employee's annualized salary, without PSI waiving other remedies it may have.
14. **HAZARDOUS MATERIALS:** Nothing contained within this agreement shall be construed or interpreted as requiring PSI to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage and disposal of pollutants. Client assumes full responsibility for compliance with the provisions of RCRA and any other Federal or State statute or regulation governing the handling, treatment, storage and disposal of pollutants.
15. **CHOICE OF LAW AND EXCLUSIVE VENUE:** All claims or disputes arising or relating to this agreement shall be governed by, construed, and enforced in accordance with the laws of Illinois. The exclusive venue for all actions or proceedings arising in connection with this agreement shall be either the Circuit Court in DuPage County, Illinois, or the Federal Court for the Northern District of Illinois.
16. **PROVISIONS SEVERABLE:** The parties have entered into this agreement in good faith, and it is the specific intent of the parties that the terms of these General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.
17. **ENTIRE AGREEMENT:** This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.

10/28/13
70/376

OCTOBER 28, 2013

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO EXECUTE ALL DOCUMENTS NECESSARY TO APPLY FOR FUNDS THROUGH THE WEST VIRGINIA COURTHOUSE FACILITIES IMPROVEMENT FUND TO RE-CUT AND SHARPEN THE DRIP EDGES ON THE COURTHOUSE.

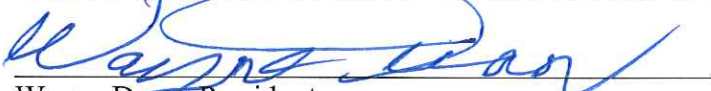
ORDER

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, as President and on behalf of the County Commission, to EXECUTE a Grant Application and all documents necessary to apply for Grant Funds from the West Virginia Courthouse Facilities Improvement Fund. Said Grant Funds will be used to re-cut and sharpen the drip edges on the Wood County Courthouse and to repair the water damage on the exterior of the building.

Information relating to the West Virginia Courthouse Facilities Improvement Fund 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

Check Register Report for Wood County Commission

Report Date/ Time: 10/18/2013 8:31:03AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1045	UNITED NB	UNITED BANK LOAN PROCESSI	REGULAR	10/18/2013	5,500.64	
COAL SEVERANCE TAX Bank Id 201 Totals					5,500.64	
Report Totals					5,500.64	

A handwritten signature, possibly "J. Lee", with the initials "JL" written below it.

Check Register Report for Wood County Commission

Report Date/ Time: 10/18/2013 8:35:45AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1499	MARSHALLB	BRENDA MARSHALL	REGULAR	10/18/2013	25.50	
MAGISTRATE COURT Bank Id 105 Totals					25.50	
Report Totals					25.50	



Check Register Report for Wood County Commission

Report Date/ Time: 10/18/2013 8:38:20AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5734	APCO	APCO INTERNATIONAL	REGULAR	10/18/2013	856.00	
5735	BSSI	BUSINESS SYSTEMS & SERVIC	REGULAR		75.00	
5736	CLEAR	CLEAR CHANNEL RADIO	REGULAR		250.00	
5737	PHSI	PURE WATER FINANCE	REGULAR		59.00	
5738	POST V	VINCENT J POST III	REGULAR		600.00	
5739	T&S	T&S LAWN-LANDSCAPE INC	REGULAR		340.00	
5740	VERIZONW	VERIZON WIRELESS	REGULAR		241.23	
5741	WINANS	WINANS SERVICES	REGULAR		257.08	
E-911 FUND Bank Id 107 Totals					2,678.31	
Report Totals					2,678.31	



Check Register Report for Wood County Commission

Report Date/ Time: 10/18/2013 8:42:47AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5327	ALCOHOLMONITO	ALCOHOL MONITORING SYSTEM	REGULAR	10/18/2013	331.50	
5328	CRYSTAL	CRYSTAL SPRING WATER	REGULAR		64.25	
5329	DOMINIONH	DOMINION HOPE	REGULAR		16.66	
5330	JK DATA	JK DATA	REGULAR		936.72	
5331	ODEPOT	OFFICE DEPOT	REGULAR		163.83	
5332	TYLER	TYLER MOUNTAIN WATER CO I	REGULAR		25.59	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					1,538.55	
Report Totals					1,538.55	

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Check Register Report for Wood County Commission

Report Date/ Time: 10/18/2013 9:19:06AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
153446	CANON	CANON FINANCIAL SERVICES,	REGULAR	10/18/2013	151.00	
153447	CARDINALC	CARDINAL CONCRETE COMPANY	REGULAR		2,576.38	
153448	CARQUEST	CARQUEST	REGULAR		138.73	
153449	CRYSTAL	CRYSTAL SPRING WATER	REGULAR		65.00	
153450	CWS	CWS	REGULAR		21.75	
153451	DEBARR	DEBARR TRUCKING CO. INC.	REGULAR		287.73	
153452	DIV CRIMI	DIVISION OF JUSTICE AND C	REGULAR		1,500.00	
153453	DOMINIONH	DOMINION HOPE	REGULAR		320.33	
153454	ELEC SPECIALT	ELECTRONIC SPECIALTY COMP	REGULAR		617.60	
153455	EMAR	EMAR CORPORATION	REGULAR		173.13	
153456	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR		1,397.30	
153457	GARAGE	GARAGE TRENDZ	REGULAR		100.00	
153458	GLACIER	GLACIER MOUNTAIN BOTTLED	REGULAR		6.50	
153459	GLOBAL	GLOBAL GOV/ED SOLUTIONS I	REGULAR		859.80	
153460	HR DIRECT	HR DIRECT	REGULAR		42.24	
153461	HRA	WESBANCO INSURANCE SERVIC	REGULAR		1,155.75	
153462	KESTERSON	KESTERSON CLEANERS	REGULAR		550.94	
153463	LEWISCOCIRCLK	LEWIS COUNTY CIRCUIT CLER	REGULAR		168.30	
153464	MID-OHIOVRA	MID-OHIO VALLEY REGIONAL	REGULAR		650.00	
153465	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR		10.00	
153466	MYERSC.	C. BLAINE MYERS	REGULAR		1,285.00	
153467	NEW IMAGE	NEW IMAGE MAIL SERVICES	REGULAR		974.03	
153468	ODEPOT	OFFICE DEPOT	REGULAR		775.09	
153469	OGDEN	PARKERSBURG NEWS	REGULAR		315.25	
153470	P-LIBRARY	PARKERSBURG & WOOD COUNTY	REGULAR		98,564.59	
153471	REGIONALJ	WV REGIONAL JAIL & CORREC	REGULAR		224,023.00	
153472	RICOH	RICOH USA INC	REGULAR		3,298.41	
153473	RUNYON	RUNYON LOCK SERVICE	REGULAR		4.00	
153474	SAMS CLUB	SAM'S CLUB	REGULAR		248.71	
153475	STEVENS J	JOHN STEVENS	REGULAR		421.07	
153476	SUDDENLINKD	SUDDENLINK	REGULAR		121.13	
153477	TLO	TLO LLC	REGULAR		135.00	
153478	TRAVELERS I	TRAVELERS	REGULAR		1,051.49	
153479	VERIZONW	VERIZON WIRELESS	REGULAR		2,839.33	
153480	WATERBOY	WATERBOY LLC	REGULAR		22.00	
153481	WCDA	WOOD COUNTY DEV. AUTH	REGULAR		7,500.00	
153482	WEST	THOMSON REUTERS - WEST PA	REGULAR		735.48	
153483	WINANS	WINANS SERVICES	REGULAR		8,926.75	
153484	WOODYARD	R. L. WOODYARD	REGULAR		1,500.00	
153485	WOOFTER A	ANDREW C. WOOFTER, III	REGULAR		985.50	
153486	WV ST AUD	WV STATE AUDITOR	REGULAR		21,815.00	
153487	WV-DEPT E	WV BUREAU OF EMPLOYMENT P	REGULAR		6,672.80	

GENERAL FUND Bank Id 101 Totals

393,304.11

Report Totals

393,304.11




Check Register Report for Wood County Commission

Report Date/ Time: 10/18/2013 8:50:18AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3022	DIGITAL C	DIGITAL CONNECTIONS	REGULAR	10/18/2013	194.77	
3023	KESTERSON	KESTERSON CLEANERS	REGULAR		24.64	
3024	VERIZONW	VERIZON WIRELESS	REGULAR		250.24	
HOME CONFINEMENT Bank Id 108 Totals					469.65	
Report Totals					469.65	



Check Register Report for Wood County Commission

Report Date/ Time: 10/18/2013 8:52:54AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1052	MID-OHIOVRA	MID-OHIO VALLEY REGIONAL	REGULAR	10/18/2013	513.45	
1053	TREASUREROHIO	TREASURER OF STATE OF OHIO	REGULAR		50.00	
SPECIAL LAW ENFORCEMENT Bank Id 173 Totals					563.45	
Report Totals					563.45	

A handwritten signature, possibly "T. Hill", is written in black ink. Below the signature are the initials "SH" also written in black ink.

Check Register Report for Wood County Commission

Report Date/ Time: 10/18/2013 4:01:11PM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3251	PHILPOTT	ALAN K. PHILPOTT	REGULAR	10/18/2013	1,969.28	X
3251			VOID		(1,969.28)	X
3252	PHILPOTTR	RUSSELL PHILPOTT	REGULAR		1,969.28	
5271	PHILPOTT	ALAN K. PHILPOTT	REGULAR		1,969.28	X
5271			VOID		(1,969.28)	X
TEEN DRUG COURT Bank Id 177 Totals					1,969.28	
Report Totals					1,969.28	



Handwritten signature and initials, likely representing the preparer or reviewer of the report.

Check Register Report for Wood County Commission

Report Date/ Time: 10/22/2013 9:16:36AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5333	MALCOMB	MARK S. MALCOMB	REGULAR	10/22/2013	91.02	
5334	MONPOWER	MON POWER	REGULAR		225.08	
5335	MURPHYD	DEBORAH KAY MURPHY	REGULAR		71.04	
5336	ODEPOT	OFFICE DEPOT	REGULAR		182.05	
5337	RESEARCH	OFFICE OF RESEARCH & STRA	REGULAR		150.00	
5338	RICOH	RICOH USA INC	REGULAR		350.44	
5339	SUDDENLINKD	SUDDENLINK	REGULAR		205.27	
5340	VERIZONW	VERIZON WIRELESS	REGULAR		505.76	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					1,780.66	
Report Totals					1,780.66	



Check Register Report for Wood County Commission

Report Date/ Time: 10/22/2013 9:20:25AM


Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1500	MARSHALLB	BRENDA MARSHALL	REGULAR	10/22/2013	25.50	
MAGISTRATE COURT Bank Id 105 Totals					25.50	
Report Totals					25.50	

Free
10/23

Check Register Report for Wood County Commission

Report Date/ Time: 10/22/2013 9:23:01AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
709	HUMANE S0	HUMANE SOCIETY	REGULAR	10/22/2013	3,333.33	
DOG FUND Bank Id 103 Totals					3,333.33	
Report Totals					3,333.33	

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Check Register Report for Wood County Commission

Report Date/ Time: 10/22/2013 9:34:37AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5742	CAS CABLE	CAS CABLE	REGULAR	10/22/2013	415.00	
5743	SMC	SMC COMMUNICATIONS	REGULAR		74.73	
5744	VENTUS	VENTUS WIRELESS	REGULAR		880.00	
E-911 FUND Bank Id 107 Totals					1,369.73	
Report Totals					1,369.73	

A handwritten signature in black ink, appearing to be 'A. H. H.', is written diagonally across the lower half of the page.

Check Register Report for Wood County Commission

Report Date/ Time: 10/22/2013 9:41:43AM

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1270	MONPOWER	MON POWER	REGULAR	10/22/2013	359.47	
153488	ELLIS L	LAUREA ELLIS	REGULAR		30.00	
153489	EMPIRE	EMPIRE BUILDERS, INC	REGULAR		11,700.00	
153490	FOUSS	TAMMI FOUSS	REGULAR		60.00	
153491	FRONTIERWV	FRONTIER WEST VIRGINIA IN	REGULAR		3,230.00	
153492	GRAINGER	GRAINGER	REGULAR		57.04	
153493	HUMANE SO	HUMANE SOCIETY	REGULAR		19,250.00	
153494	IBM	IBM CORPORATION	REGULAR		546.00	
153495	N0E OFFIC	N0E OFFICE EQUIPMENT	REGULAR		380.25	
153496	ODEPOT	OFFICE DEPOT	REGULAR		263.32	
153497	ROWLAND Y	YALONDA R ROWLAND	REGULAR		90.00	
153498	SUDDENLINKD	SUDDENLINK	REGULAR		136.16	
GENERAL FUND Bank Id 101 Totals					36,102.24	
Report Totals					36,102.24	



10/28/13

70/376

STATE OF WEST VIRGINIA

COUNTY OF WOOD

TO -WIT:

I, Todd Nelson, 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 Alternative Transportation System Council 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.

Todd Nelson

28th Subscribed and sworn to, before County Commission of Wood County, West Virginia, this day of October, 2013.

[Signature]
County Commission of Wood County

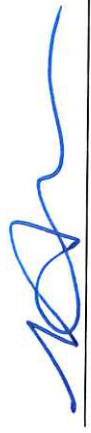
10/28/13

72/376

STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO -WIT:

I, Dr. Tabitha Anderson, 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 Alternative Transportation System Council in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.



Subscribed and sworn to, before 24th day of October, 2013. _____ of Wood County, West Virginia, this


County Commissioner of Wood County

10/28/13

70/375

STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, RICK DEVORE, 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 COURT SECURITY OFFICER - WOOD COUNTY SHERIFF'S OFFICE 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.

Rick Devore

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 28th day of October, 2013.

[Signature]
County Commission of Wood County

10/28/13
70376

STATE OF WEST VIRGINIA

COUNTY OF WOOD

} TO - WIT:

I, LISA M. SUTTON, 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 ASSISTANT WOOD COUNTY CORONER and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.

Lisa M. Sutton

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 28th day of October, 2013.

[Signature]
County Commission of Wood County

Wood County Sheriff's Office

Administrative Operations

401 Second Street, Suite 11, Parkersburg, WV 26101

10/28/13
70/375

Date: October 22, 2013
To: Wood County Commission
From: Sheriff K.D. Merritt
Re: New Hire Rick Devore

K.D. Merritt

JD

Rick Devore will be starting as a part time Court Security Officer for the Wood County Sheriff's Office. Mr. Devore was employed by previously and was a very dependable employee and we are pleased his is able to return. He will be working an average of 20 hours a week at an hourly rate of \$10.00 per hour. This will be credited to line item 700-10-109.

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

[Signature]

Request to Hire County Employee

Elected Official Jason A. Wharton Date 10-23-13
New Employee Name Amanda Cornell
Position to be filled Asst. Victim Advocate Weekly hours to be worked 20
Starting Salary 8.25 hr Insurance Benefits Yes No X
Do you have funding for this salary in your budget? Yes X No
Background Check Completed: Yes X No
Special Abilities for this job interned at prosecutor's office completed many
of the tasks relevant to this job
References Checked: Yes X No Person to be replaced Pada Ol. phant
Years Service of Person being replaced 41 Previous salary paid for this position same
Related to any current Wood County employee: Yes No X Name:

[Signature]
Elected Official's Signature

All requests must be submitted to the Wood County Commission seven (7) days in advance.

RECEIVED

Date Received in Commission Office OCT 24 '13 Date Reviewed by Commission 10-28-13

Accepted X Denied County Administrator [Signature]

Additional Information Required

[Signature] [Signature] [Signature]