

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, AUGUST 20, 2015

PRESENT: STEPHEN GAINER, PRESIDENT
DAVID BLAIR COUCH, COMMISSIONER
ROBERT K. TEBAY, COMMISSIONER

At 9:30 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 August 10, 2015.

Jim Strader took his oath of office as a member of the Vienna Public Library Board.

AGENDA AND DISCUSSION ITEMS

The 10:19 A.M., the County Commission held a hearing in regard to the Virginia L. Wilson estate. Richard Smith, Attorney for Michael L. Wilson, beneficiary to the estate, objected to the Final Settlement. The County Commission ordered that this be continued generally. (Probate Order)

At 10:30 A.M. the County Commission held a hearing in regard to the Larry D. Cottrille estate. Tiona S. Holpp, Executrix of the estate, asked that claims be disallowed. After review, the County Commission ruled that the claim be disallowed. (Probate Order)

At 10:45 A.M., the County Commission held a hearing in regard to the Terry Carpenter estate. Florence Carpenter, Administratrix of the Estate asked that claims be disallowed. After review, the County Commission ruled that claims be disallowed. (Probate Order)

At 11:00 A.M., the County Commission held a hearing in regard to the Emmett Wilson estate. Shirley D. Collins, Administratrix DBN of the estate asked that claims be disallowed. After review, the County Commission ruled that claims be disallowed. (Probate Order)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES


M/3181-A, M/3181-B, M/3181, M/3180, M/3179, M/3178, M/3177, M/3176

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:03 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

To listen to this meeting, please refer to DVD labeled August 20, 2015.

Wood County Commission Meeting
Held August 20, 2015

Please Print

1.	<i>Iona Cottrell</i>
2.	<i>Florence Carpenter</i>
3.	<i>Don Frenchman Don Faulkner</i>
4.	<i>Sherley Collins</i>
5.	
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Wood County Commission
Agenda

8/20/2015

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Administrator's Report	Marty Seufer, County Administrator
10:15 A.M.	Estate of Virginia L. Wilson – Michael L. Wilson, beneficiary, objecting to final settlement	
10:30 A.M.	Estate of Larry D. Cottrille – Tiona S. Holpp, Executrix, requesting claims be disallowed	
10:45 A.M.	Estate of Terry Carpenter – Florence Carpenter, Administratrix, requesting claims be disallowed	
11:00 A.M.	Estate of Emmett Wilson – Shirley Collins, Administratrix, requesting claims be disallowed	
	County Commission 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 I

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

AUGUST 20, 2015

8/20/15
7/198

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED STEPHEN GAINER TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ASSISTANCE GRANT NUMBER 14-VA-031. SAID REQUEST IS IN THE AMOUNT OF \$2,927.12

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, did hereby AUTHORIZE Stephen Gainer, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Assistance Grant Number 14-VA-031. The Request for Reimbursement is in the amount of two thousand nine hundred twenty-seven dollars and twelve cents (\$2,927.12) for the month of July, 2015. Along with the Request for Reimbursement Form; a Financial Recap Page; Project Financial Report; Daily Time Sheets for the Victims Advocate, Tiffany Kiger, Monthly Progress Reports and the Monthly Statistical Report have been submitted.

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

Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

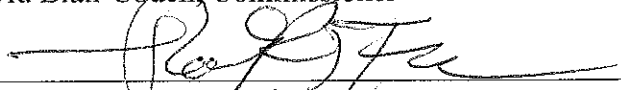
THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

8/20/15
7/1/98

WEST VIRGINIA DIVISION OF JUSTICE AND COMMUNITY SERVICES	Request for Reimbursement
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RECEIVED (For DJCS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 14-VA-031
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures
	FROM: 7/1/15 TO: 7/31/15

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$2,927.12
Travel/Training	
Space	
Other	
TOTAL	\$2,927.12

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: Stephen Gainer, President
TYPED NAME & TITLE

Stephen Gainer
SIGNATURE

8/20/15
DATE

(Authorized Official or Grant Financial Officer ONLY)

DJCS USE ONLY

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ _____
Initials _____ Date _____

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

Date

Program Accountant

8/20/15
71/98

AUGUST 20, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED STEPHEN GAINER, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 16-CC-26. SAID REQUEST IS IN THE AMOUNT OF \$36,845.19

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 Robert K. Tebay, did hereby AUTHORIZE Robert K. Tebay, 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 16-CC-26. Reimbursement is in the amount of thirty-six thousand eight hundred forty-five dollars and nineteen cents (\$36,845.19) for the month of July, 2015. 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



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

8/20/15
7/1/98

WEST VIRGINIA Division of Criminal Justice Services	Request for Reimbursement
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RECEIVED (For DCJS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 16-CC-26
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures
	FROM: 7/1/15 TO: 7/31/15

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$36,845.19
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
TOTAL	\$36,845.19

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: Stephen Gainer, President, Wood County Commission
TYPED NAME & TITLE

Stephen Gainer 8/20/15
SIGNATURE DATE

(Authorized Official or Grant Financial Officer ONLY)

DCJS USE ONLY

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ _____
Initials _____ Date _____

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

_____ Date _____ Program Accountant

AUGUST 20, 2015

8/20/15
71/97

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$5,095.52 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F15-HS-03-DOHDD.

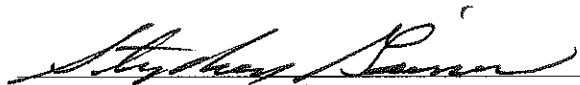
ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of five thousand ninety-five dollars and fifty-two cents (\$5,095.52) which represents reimbursement to Wood County for expenses incurred during the month of May, 2015, in regard to the Governor's Highway Safety Program Grant Number F15-HS-03-DOHDD Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 71, at Page 73 and bearing the date of June 22, 2015, at which time Stephen Gainer, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

8/28/15
71/97

AUGUST 20, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$6,172.63 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F15-HS-03-154.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of six thousand one hundred seventy-two dollars and sixty-three cents (\$6,172.63) which represents reimbursement to Wood County for expenses incurred during the month of April, 2015, in regard to the Governor's Highway Safety Program Grant Number F15-HS-03-154. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 71, at Page 62 and bearing the date of May 18, 2015, at which time Stephen Gainer, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

AUGUST 20, 2015

8/20/15
71197

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$10,660.83 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F15-HS-03-154.

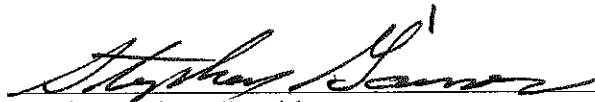
ORDER


On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of ten thousand six hundred sixty dollars and eighty-three cents (\$10,660.83) which represents reimbursement to Wood County for expenses incurred during the month of May, 2015, in regard to the Governor's Highway Safety Program Grant Number F15-HS-03-154. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 71, at Page 73 and bearing the date of June 22, 2015, at which time Stephen Gainer, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

AUGUST 20, 2015

8/20/15
21/96

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$14,485.82 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F15-HS-03-405B.

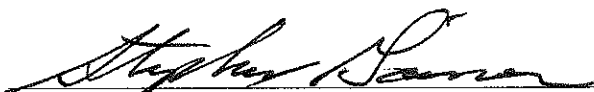
ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of fourteen thousand four hundred eighty-five dollars and eighty-two cents (\$14,485.82) which represents reimbursement to Wood County for expenses incurred during the month of May, 2015, in regard to the Governor's Highway Safety Program Grant Number F15-HS-03-405B. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 71, at Page 74 and bearing the date of June 22, 2015 at which time Stephen Gainer, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

8/20/15
7/19/16

AUGUST 20, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$8,157.76 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F15-HS-03-402.

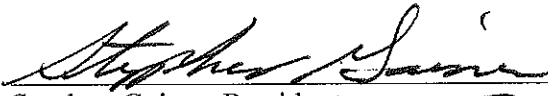
ORDER

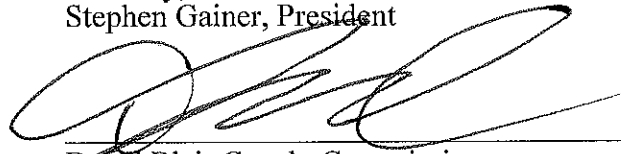
On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of eight thousand one hundred fifty-seven dollars and seventy-six cents (\$8,157.76) which represents reimbursement to Wood County for expenses incurred during the month of April, 2015, in regard to the Governor's Highway Safety Program Grant Number F15-HS-03-402. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 71, at Page 60 and bearing the date of May 18, 2015 at which time Stephen Gainer, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

M/3177

8/20/15
71196

AUGUST 20, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$16.95 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F15-HS-03-406.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of sixteen dollars and ninety-five cents (\$16.95) which represents reimbursement to Wood County for expenses incurred during the month of April, 2015, in regard to the Governor's Highway Safety Program Grant Number F15-HS-03-406. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 71, at Page 61 and bearing the date of May 18, 2015 at which time Stephen Gainer, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

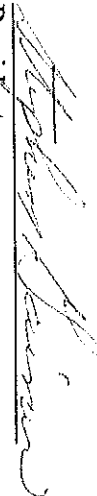
THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

There appearing no further business to claim the attention of this Commission, it is hereby ordered that this Commission, do now adjourn to meet in Regular Session, Thursday, August 20, 2015, at 9:30 o'clock A. M.


President

JULY TERM THURSDAY, AUGUST 20, 2015
ELEVENTH DAY AUGUST 2015

At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Thursday, August 20, 2015, Present, Stephen Gainer, President of said Commission, and David Blair Couch and Robert K. Tebay, Commissioners.

The orders and proceedings of the previous session of this Commission, held on Monday, August 17, 2015, were read before the County Commission, approved and ordered signed.

IN RE: ESTATE OF LARRY D. COTTRILLE, DECEASED (ORDER COUNTY COMMISSION-DISALLOW CLAIMS)
This day came TIONA S. HOLPP, EXECUTRIX, of the Estate of LARRY D. COTTRILLE, deceased, before the County Commission, in a hearing asking that claims be disallowed in said Estate. The County Commission after reviewing said estate, ruled that claims be disallowed. The County Commission ordered that if additional funds come into estate, that the estate will need to be reopened.

IN RE: ESTATE OF VIRGINIA LEE WILSON, DECEASED. (HEARING CONTINUED GENERALLY)
This day came Richard Smith, Attorney for Michael Lee Wilson, beneficiary to the Estate of VIRGINIA LEE WILSON, deceased, in regard to hearing held Thursday, August 20, 2015, at 10:15 o'clock A.M., objecting to Final Settlement.
It further appearing to the County Commission, after hearing testimony, so, hearing is therefore, continued generally.

IN RE: ESTATE OF TERRY LEE CARPENTER, DECEASED (ORDER COUNTY COMMISSION-DISALLOW CLAIM)
This day came FLORENCE CARPENTER, ADMINISTRATRIX, of the Estate of TERRY LEE CARPENTER, deceased, before the County Commission, in a hearing asking that claims be disallowed in said Estate. The County Commission after reviewing said estate, ruled that claims be disallowed. The County Commission ordered that if additional funds come into estate, that the estate will need to be reopened.

IN RE: ESTATE OF EMMETT SLOCUM WILSON, DECEASED (ORDER COUNTY COMMISSION-DISALLOW CLAIMS)
This day came SHIRLEY D. COLLINS, ADMINISTRATRIX DBN, of the Estate of EMMETT SLOCUM WILSON, deceased, before the County Commission, in a hearing asking that claims be disallowed in said Estate. The County Commission after reviewing said estate, ruled that claims be disallowed. The County Commission ordered that if additional funds come into estate, that the estate will need to be reopened.

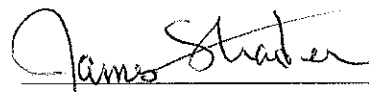
8/20/15

71196

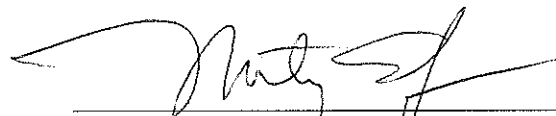
STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO -WIT:

I, Jim Strader, 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 Vienna Public Library Board in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.



Subscribed and sworn to, before the County Commission of Wood County, West Virginia, this 20th day of August, 2015.



County Commission of Wood County