

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

IN RE: MINUTES OF MEETING HELD
THURSDAY, FEBRUARY 19, 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 January 22, 26, 30, 2015.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission approved the hiring of Michael Ritchie as a Deputy Sheriff, Greg Stephens as a part-time Telecommunicator and Kourtney Breighner as a college intern.

The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer placed Chief Shawn Graham, City of Williamstown, in nomination to fill a vacancy on the Wood County 911 Advisory Board.

(Order A/1412)

The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, placed Chief Shawn Graham, City of Williamstown, in nomination to the Wood County Local Emergency Planning Committee. (Order A/1413)

At 9:35 A.M., the County Commission met with Jason Fleak and Eric Taylor to discuss the burn building. The Wood County Fire Board is working on a tax exempt loan (bond); the project amount of \$450,000.00; they need the County to be a sponsor; there is no financial responsibility for the County. Jason Wharton, Prosecuting Attorney was present and instructed the gentlemen to get the info to him or the Administrator's Office for review. At 10:35 A.M., the County Commission recessed.

At 10:15 A.M., the County Commission held a hearing in regard to the Charles Byers estate. Charlotte Westbrook, beneficiary, requested that Florence Carpenter, Executrix, produce all paperwork and file the final settlement. After discussion, the County Commission denied and dismissed the request due to the fact the Executrix has five years to close the estate. (Probate Order).

At 10:41 A.M., the County Commission held a hearing in regard to the Christine M. Johnston estate. Pamela E. Leggett, Administratrix was present and asked that a claim be disallowed. Bill Murray, a creditor was present. After discussion and review of the estate, the County Commission disallowed the claim. (Probate Order)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/1406, A/1407, A/1408, A/1409, A/1410, A/1411, A/1412, A/1413, Probate Order

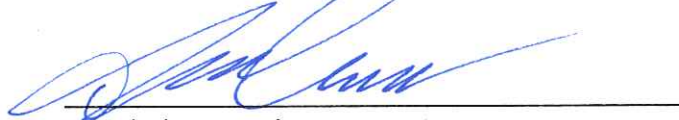
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:00 A.M.

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 February 19 2015.

Wood County Commission Meeting
Held February 19, 2015

Please Print

| | |
|-----|------------------------|
| 1. | Jason Fleak |
| 2. | Eric Taylor |
| 3. | Charlotte C. Westbrook |
| 4. | Janet A. Boley |
| 5. | Bill Murray |
| 6. | Pamela Leggett |
| 7. | |
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| 19. | |
| 20. | |



Wood County Commission
Agenda

2/19/2015

1 Court Square, Suite 203
Parkersburg, WV 26101

| | | |
|------------|---|------------------------------------|
| 9:30 A.M. | <p>Consider Request to Hire – Michael B. Ritchie – Deputy Sheriff - \$32,603.00</p> <p>Consider Request to Hire – Greg Stephens – Part time Telecommunicator - \$12.00/hr</p> <p>Consider Request to Hire – Kourtney Breighner – college internship – no salary</p> | |
| | Consider putting Shawn Graham in nomination for the Wood County Local Emergency Planning Committee and the E-911 Advisory Board | |
| | Consider any nominations for the Wood County Alternative Transportation System Council | |
| | Discuss burn building with Wood County Fire Board | Jason Fleak |
| 10:15 A.M. | Charles Byers estate – compel Executrix to produce all paperwork pertaining to the estate and close out the estate | Charlotte Westbrook, heir |
| | Christine M. Johnston estate – request claims be disallowed | Pamela E. Leggett, Administratrix |
| | Administrator’s Report | Marty Seufer, County Administrator |
| | 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 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

2/19/15
7/1/20

FEBRUARY 19, 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 15-CC-09. SAID REQUEST IS IN THE AMOUNT OF \$43,407.60.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by Stephen Gainer, did hereby AUTHORIZE Stephen Gainer, 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 15-CC-09. Reimbursement is in the amount of forty-three thousand four hundred seven dollars and sixty cents (\$43,407.60) for the month of January, 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

2/19/15
7/1/20

| | |
|---|----------------------------------|
| WEST VIRGINIA Division of Criminal Justice Services | Request for Reimbursement |
|---|----------------------------------|

| | |
|--|--|
| RECEIVED (For DCJS Use Only) | Subgrantee: Wood County Commission |
| | Address: One Court Square, Suite 203 Parkersburg, WV 26101 |
| | |
| | Project #: 15-CC-09 |
| | FEIN#: 556 000 417 |
| | Funds are hereby requested to cover expenditures FROM: 1/1/15 TO: 1/31/15 |

PROJECT CASH EXPENDITURES

| CATEGORY | AMOUNT |
|-----------------------|--------------------|
| Personnel/Contractual | \$43,407.60 |
| Travel/Training | -0- |
| Space | -0- |
| Other | |
| Equipment | -0- |
| TOTAL | \$43,407.60 |

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


 SIGNATURE 2/19/15
 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

FEBRUARY 19, 2015

2/19/15
7/20

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE STEPHEN GAINER, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F15-HS-03-410. SAID REQUEST IS IN THE AMOUNT OF \$222.30.

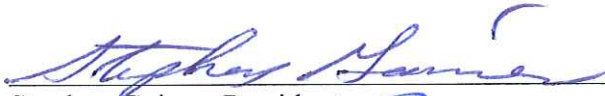
ORDER

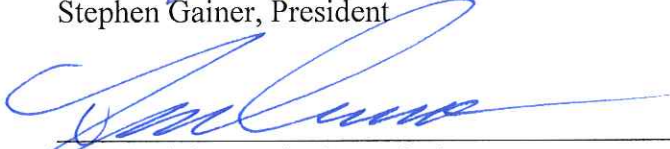
On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Robert K. Tebay, did hereby AUTHORIZE Stephen Gainer, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F15-HS-03-410. The Request for Reimbursement is in the amount of two hundred twenty-two dollars and thirty cents (\$222.30) for the month of January, 2015. 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


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, 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

2/19/15
7/1/20

REQUEST FOR REIMBURSEMENT

| | | |
|---------------------|---|--|
| (For GHSP Use Only) | Sub-Grantee: | Wood County Commission |
| | Address: | One Court Square, Suite 203 Parkersburg, WV 26101 |
| | P. O. Number | MV1503410 |
| | Grant Number: | F15-HS-03-410 |
| | FEIN Number: | 556 000 417 |
| | Funds are hereby requested to cover expenditures | |
| | For the period of: | 1/1/15 - 1/31/15 |

PROJECT CASH EXPENDITURES

| Account Number | Amount |
|------------------------|----------|
| 9007-2014-0802-099-128 | \$222.30 |
| | |
| | |
| | \$222.30 |

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: Stephen Gainer, President *Stephen Gainer* 2/19/2015
(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

FEBRUARY 19, 2015

2/19/15
7/1/21

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
STEPHEN GAINER, AS PRESIDENT, TO SIGN THE REQUEST FOR
REIMBURSEMENT IN REGARD TO THE GOVERNOR'S
HIGHWAY SAFETY PROGRAM GRANT NUMBER F15-HS-03-402.
SAID REQUEST IS IN THE AMOUNT OF \$3,983.18

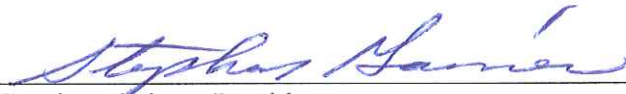
ORDER

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Robert K. Tebay, did hereby AUTHORIZE Stephen Gainer, 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 F15-HS-03-402. The Request for Reimbursement is in the amount of three thousand nine hundred eighty-three dollars and eighteen cents (\$3,983.18) for the month of January, 2015. The Request for Reimbursement form, the Project Financial Report, time sheets for the Parkersburg Police Department, Spencer Police Department and 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:

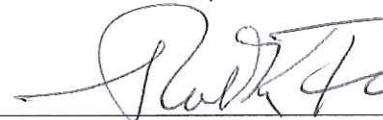
THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, 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

2/19/15
7/1/21

| REQUEST FOR REIMBURSEMENT | |
|---------------------------|--|
| (For GHSP Use Only) | Sub-Grantee: Wood County Commission Address: One Court Square, Suite 203 Parkersburg, WV 26101 P. O. Number: MV1503402 Grant Number: F15-HS-03-402 FEIN Number: 556 000 417 Funds are hereby requested to cover expenditures For the period of: 1/1/15 - 1/31/15 |

PROJECT CASH EXPENDITURES

| Account Number | Amount |
|------------------------|-------------------|
| 9007-2014-0802-099-128 | \$3,983.18 |
| | |
| TOTAL | \$3,983.18 |

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: Stephen Gainer, President *Stephen Gainer* 2/19/2015

(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: | <input style="width: 100%; height: 20px;" type="text"/> ^ | <input style="width: 100%; height: 20px;" type="text"/> |
| | (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 | | |

FEBRUARY 19, 2015

2/19/15
7/21

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE STEPHEN GAINER, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F15-HS-03-154. SAID REQUEST IS IN THE AMOUNT OF \$5,728.21


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 Stephen Gainer, 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 F15-HS-03-154. The Request for Reimbursement is in the amount of five thousand seven hundred twenty-eight dollars and twenty-one cents (\$5,728.21) for the month of January, 2015. The Request for Reimbursement form, the Project Financial Report, time sheets for the Ravenswood Police Department, Parkersburg Police Department, the Vienna Police Department, the Spencer Police Department, Glenville Police Department and 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


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, 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

2/19/15
7/1/21

REQUEST FOR REIMBURSEMENT

| | |
|---------------------|--|
| (For GHSP Use Only) | Sub-Grantee: Wood County Commission Address: One Court Square, Suite 203 Parkersburg, WV 26101 P. O. Number: MV1503154 Grant Number: F15-HS-03-154 FEIN Number: 556 000 417 Funds are hereby requested to cover expenditures For the period of: 1/1/15 - 1/31/15 |
|---------------------|--|

PROJECT CASH EXPENDITURES

| Account Number | Amount |
|------------------------|-------------------|
| 9007-2014-0802-099-128 | \$5,728.21 |
| | |
| | |
| TOTAL | \$5,728.21 |

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: Stephen Gainer, President *Stephen Gainer* 2/19/2015
(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

2/19/15
7/21

FEBRUARY 19, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ADOPTED A RESOLUTION IN
REFERENCE TO BUDGET REVISION NO. 3 IN THE GENERAL
COUNTY FUND BUDGET FOR THE FISCAL YEAR 2014/2015.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch made unanimous by Stephen Gainer, adopted a Resolution in reference to Budget Revision No. 3 in the General County Fund Budget for the fiscal year 2014/2015. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Wayne Dunn, President of the Wood County Commission.

A copy of the Resolution and Request for Revision are attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

2/19/15
7/21

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



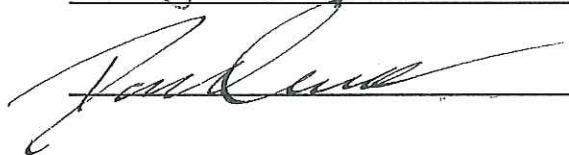
RESOLUTION

At a regular session of the county commission, held February 19, 2015 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Wood. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the General county budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on Fund 1 Budget Revision Number 3, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Robert K. Tebay and seconded by David Blair Couch, the vote thereon was as follows:

| | | | |
|---|--------------------------------------|----|--------------------------|
|  | <input checked="" type="radio"/> Yes | or | <input type="radio"/> No |
|  | <input checked="" type="radio"/> Yes | or | <input type="radio"/> No |
|  | <input checked="" type="radio"/> Yes | or | <input type="radio"/> No |

WHEREUPON, Stephen Gainer, declared said resolution be, and the same is, hereby adopted as so stated above, and the President authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Ora Ash, Director
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26302
 Phone: 627-2415 ext. 5114
 Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER

2014-2015

FY

1

FUND

3

REV. NO.

1 of 1

PG. OF NO.

Wood County Commission

GOVERNMENT ENTITY

Person To Contact Regarding

Budget Revision: **Melody Ross**

Phone: **304-424-1854**

Fax: **304-424-1809**

PO Box 1474

STREET OR PO BOX

Parkersburg WV

CITY

ZIP CODE

COUNTY

Government Type

REVENUES: (net each acct.)

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | PREVIOUSLY APPROVED AMOUNT | (INCREASE) | (DECREASE) | REVISED AMOUNT |
|---|---|----------------------------|---------------|------------|----------------|
| 382 | Returns/Reimbursements (External Sources) | 178,158 | 20,840 | | 198,998 |
| 322 | Federal Grants | 766,200 | 4,148 | | 770,348 |
| 327 | Charges for Services | 76,954 | 3,056 | | 80,010 |
| 323 | State Grants | 1,090,665 | 33,500 | | 1,124,165 |
| 324 | Other Grants | | 7,000 | | 7,000 |
| 366 | Miscellaneous Revenue | 106,295 | 50 | | 106,345 |
| NET INCREASE/(DECREASE) Revenues (ALL PAGES) | | | 68,594 | | |

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | PREVIOUSLY APPROVED AMOUNT | (INCREASE) | (DECREASE) | REVISED AMOUNT |
|----------------|-------------------------|----------------------------|------------|------------|----------------|
| 702 | Reimbursable Jail Costs | 787,838 | 2,876 | 180 | 790,534 |
| 444 | Other Grants | 39,208 | 7,000 | | 46,208 |
| 405 | Prosecuting Attorney | 1,305,101 | 1,525 | | 1,306,626 |
| 700 | Sheriff-Law Enforcement | 3,624,576 | 8,874 | 521 | 3,632,929 |
| 900 | Parks & Recreation | 329,500 | 4,198 | | 333,698 |
| 401 | County Commission | 2,615,187 | 9,599 | | 2,624,786 |
| 713 | Fire Department | 176,000 | 2,473 | | 178,473 |
| 443 | State Grants | 1,090,665 | 33,500 | | 1,124,165 |
| 699 | Contingencies | | | 26,198 | -26,198 |
| 428 | Data Processing | | 25,448 | | 25,448 |
| | #N/A | | | | |
| | #N/A | | | | |

NET INCREASE/(DECREASE) Expenditures

68,594

APPROVED BY THE STATE AUDITOR

BY: Director, Local Government Services Division Date



AUTHORIZED SIGNATURE OF ENTITY

02/19/2015
 APPROVAL DATE

2/19/15
7/21

FEBRUARY 19, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ADOPTED A RESOLUTION IN
REFERENCE TO BUDGET REVISION NO. 2 IN THE COAL
SEVERANCE BUDGET FOR THE FISCAL YEAR 2014/2015.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by Stephen Gainer, adopted a Resolution in reference to Budget Revision No. 2 in the Coal Severance Fund Budget for the fiscal year 2014/2015. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Wayne Dunn, President of the Wood County Commission.

A copy of the Resolution and Request for Revision are attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

A/1411

2/19/15
7/1/21

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




RESOLUTION

At a regular session of the county commission, held February 19, 2015 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Wood. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the Coal Severance Budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on Fund 2 Budget Revision Number 2, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Robert K. Tebay and seconded by David Blair Couch, and made unanimous by Wayne Dunn, the vote thereon was as follows:

| | | | |
|---|--------------------------------------|----|--------------------------|
|  | <input checked="" type="radio"/> Yes | or | <input type="radio"/> No |
|  | <input type="radio"/> Yes | or | <input type="radio"/> No |
|  | <input checked="" type="radio"/> Yes | or | <input type="radio"/> No |

WHEREUPON, Stephen Gainer, declared said resolution be, and the same is, hereby adopted as so stated above, and the President authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Ora Ash, Director
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26302
 Phone: 627-2415 ext. 5114
 Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER

FY: 2014-2015
 Fund: 2
 Rev. No. 2
 Pg. of No. 1

Wood County

GOVERNMENT ENTITY

Person To Contact Regarding Request:

Name: **Mark Rhodes**

Phone: **304-424-1892**

Fax: **304-424-1982**

P O Box 1474

STREET OR PO BOX

Parkersburg

CITY

26102

ZIP CODE

COUNTY

Government Type

REVENUES: (net each acct.)

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | PREVIOUSLY APPROVED AMOUNT | (INCREASE) | (DECREASE) | REVISED AMOUNT |
|----------------|---|----------------------------|------------|------------|----------------|
| 382 | Refunds/Reimbursements (External Sources) | | 16,313 | | 16,313 |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

16,313

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

| ACCOUNT NUMBER | ACCOUNT DESCRIPTION | PREVIOUSLY APPROVED AMOUNT | (INCREASE) | (DECREASE) | REVISED AMOUNT |
|----------------|-------------------------|----------------------------|------------|------------|----------------|
| 980 | Sheriff-Law Enforcement | 260,941 | 16,313 | | 277,254 |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |
| | #N/A | | | | |

NET INCREASE/(DECREASE) Expenditures

16,313

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Div. Date

AUTHORIZED SIGNATURE OF ENTITY

2/19/15 APPROVAL DATE

2/19/15
7/1/22

FEBRUARY 19, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT TWO VACANCIES EXIST ON THE WOOD COUNTY 9-1-1 ADVISORY BOARD. THE COUNTY COMMISSION PLACED CHIEF SHAWN GRAHAM IN NOMINATION.

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, announced that vacancies exist on the Wood County 9-1-1 Advisory Board. Said vacancies are due to the fact that Shawn Graham is no longer at the Wood County Sheriff's Department and B.D. Adkins is no longer at the City of Williamstown. Said vacancies are pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities.

The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, placed Chief Shawn Graham, City of Williamstown in nomination for appointment. The term will expire April 30, 2016.

The County Commission did not have a recommendation for the Wood County Sheriff's Department vacancy that will expire April 30, 2017.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

2/19/15
7/1/22

FEBRUARY 19, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED CHIEF SHAWN GRAHAM
IN NOMINATION FOR APPOINTMENT TO THE WOOD COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE.

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, placed Chief Shawn Graham, City of Williamstown in nomination for appointment to the Wood County Local Emergency Planning Committee.

Said nomination is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

A/1413

ORDERS-Wood County Commission, West Virginia

91

THURSDAY, FEBRUARY 19, 2015
TENTH Day

FEBRUARY 20 15

ANUARY Term,

At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Thursday, February 19, 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 Thursday, February 12, 2015, were read before the County Commission, approved and ordered signed.

IN RE: ESTATE OF CHARLES R. BYERS, DECEASED. (ORDER COUNTY COMMISSION-REQUEST DENIED AND DISMISSED)
This day came CHARLOTTE WILLIAMS WESTBROOK, beneficiary to the Estate of CHARLES R. BYERS, deceased, requesting that FLORENCE CARPENTER, EXECUTRIX, produce all paperwork and file the final settlement. The COUNTY COMMISSION denied and dismissed request. The EXECUTRIX has five (5) years to close out estate.

IN RE: ESTATE OF CHRISTINE MARSHELLE JOHNSTON, DECEASED. (ORDER COUNTY COMMISSION-DISALLOW CLAIM)
This day came PAMELA ELAINE LEGGETT, Administratrix of the Estate of CHRISTINE MARSHELLE JOHNSTON, deceased, before the County Commission, in a hearing asking that a claim be disallowed in said Estate. The County Commission after reviewing said appraisal and inventory, ruled that the claim be disallowed. The County Commission ordered that if additional funds come into estate, that the estate will need to be reopened.

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, Monday, February 23, 2015, at 9:30 o'clock A. M., and sitting as a Board of Equalization and Review, at 10:00 o'clock A. M. until 3:00 o'clock P. M.

President

CASTO & HARRIS, INC., STENOGRAPHERS

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|----------|-------------|------------------------|---------|------------|--------------|-----|
| 6090 | UNITED BANK | UNITED BANKCARD CENTER | REGULAR | 02/09/2015 | 8,043.83 | |

E-911 FUND Bank Id 107 Totals

8,043.83

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|----------|----------------|------------------------------------|---------|------------|--------------|-----|
| 1589 | IRS-PAY | INTERNAL REVENUE SERVICE | REGULAR | 02/13/2015 | 0.00 | |
| 1590 | IRS-PAY | INTERNAL REVENUE SERVICE | REGULAR | 02/13/2015 | 78,314.10 | |
| 1591 | FSA | TASC | REGULAR | 02/13/2015 | 3,742.55 | |
| 1592 | CHILD | CHILD SUPPORT ENF DIV | REGULAR | 02/13/2015 | 1,814.60 | |
| 157626 | INGNATIONAL | VOYA FINANCIAL | REGULAR | 02/13/2015 | 45.00 | |
| 157627 | NRS | NATIONWIDE RETIREMENT SOLUTIONS | REGULAR | 02/13/2015 | 2,910.83 | |
| 157628 | PHEAA | PHEAA | REGULAR | 02/13/2015 | 141.30 | |
| 157629 | PUBLIC DE | ONE COMMUNITY FEDERAL CREDIT UNION | REGULAR | 02/13/2015 | 15,691.00 | |
| 157630 | BAILEY IN | BILL BAILEY INSURANCE AGENCY | REGULAR | 02/13/2015 | 2,320.40 | |
| 157631 | BOYS | BOYS AND GIRLS CLUB OF PARKERSBURG | REGULAR | 02/13/2015 | 500.00 | |
| 157632 | CARQUEST | CARQUEST | REGULAR | 02/13/2015 | 54.30 | |
| 157633 | CHAMPION | PITNEY BOWES RESERVE ACCCOUNT | REGULAR | 02/13/2015 | 4,112.28 | |
| 157634 | CHAMPION OUTI | CHAMPION OUTPUT SOLUTIONS | REGULAR | 02/13/2015 | 507.52 | |
| 157635 | CHAPMAN | CHAPMAN PRINTING CO. INC | REGULAR | 02/13/2015 | 1,494.00 | |
| 157636 | CWS | CWS | REGULAR | 02/13/2015 | 17.00 | |
| 157637 | ELEC SPECIALTY | ELECTRONIC SPECIALTY COMPANY | REGULAR | 02/13/2015 | 360.00 | |
| 157638 | ENGLEFIELD | ENGLEFIELD OIL COMPANY | REGULAR | 02/13/2015 | 7,277.19 | |
| 157639 | GENERALSA | GENERAL SALES CO. | REGULAR | 02/13/2015 | 2,319.22 | |
| 157640 | GLACIER | GLACIER MOUNTAIN BOTTLED WATER | REGULAR | 02/13/2015 | 19.50 | |
| 157641 | GRAHAM E | TIM GRAHAM EXCAVATING LLC | REGULAR | 02/13/2015 | 6,800.00 | |
| 157642 | GRAINGER | GRAINGER | REGULAR | 02/13/2015 | 142.50 | |
| 157643 | LIFETIME | LIFETIME BENEFIT SOLUTIONS | REGULAR | 02/13/2015 | 1,643.88 | |
| 157644 | MAHONE TI | MAHONE TIRE CO | REGULAR | 02/13/2015 | 56.00 | |
| 157645 | MIDRADAR | MIDWEST RADAR & EQUIP. | REGULAR | 02/13/2015 | 1,125.00 | |
| 157646 | NOLANS | NOLAN'S CLEANING | REGULAR | 02/13/2015 | 7,498.47 | |

DB

R/K

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|--|--------------|---|---------|------------|--------------|-----|
| 157647 | P-HOMECOM | PARKERSBURG HOMECOMING | REGULAR | 02/13/2015 | 3,750.00 | |
| 157648 | PEARSE | RONALD D PEARSE | REGULAR | 02/13/2015 | 150.00 | |
| 157649 | RICOH | RICOH USA INC | REGULAR | 02/13/2015 | 740.60 | |
| 157650 | RIS | RECORDS IMAGING & STORAGE INC | REGULAR | 02/13/2015 | 809.50 | |
| 157651 | SIRCHIE | SIRCHIE FINGERPRINT LAB | REGULAR | 02/13/2015 | 52.82 | |
| 157652 | SOFTWARES | SOFTWARE SYSTEMS INC | REGULAR | 02/13/2015 | 1,185.82 | |
| 157653 | ST.CLAIR | MICHAEL ST. CLAIR | REGULAR | 02/13/2015 | 300.00 | |
| 157654 | TRADITIONS | TRADITIONS AND HOPE | REGULAR | 02/13/2015 | 1,000.00 | |
| 157655 | TRANSUNION | TRANSUNION RISK AND ALTERNATIVE DATA | REGULAR | 02/13/2015 | 110.00 | |
| 157656 | USBANKEQUIP | US BANK EQUIPMENT FINANCE | REGULAR | 02/13/2015 | 140.00 | |
| 157657 | VERIZONW | VERIZON WIRELESS | REGULAR | 02/13/2015 | 2,858.41 | |
| 157658 | WILLIAMS SUZ | SUZANNE WILLIAMS | REGULAR | 02/13/2015 | 202.50 | |
| GENERAL FUND Bank Id 101 Totals | | | | | 150,206.29 | |

BICA

DBE

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|--------------------------------------|------------|---|---------|------------|-----------------|-----|
| 6091 | CHAPMAN C | CHAPMAN PRINTING CO - PKBG | REGULAR | 02/13/2015 | 105.34 | |
| 6092 | ENGLEFIELD | ENGLEFIELD OIL COMPANY | REGULAR | 02/13/2015 | 448.26 | |
| 6093 | IAEM | INTERNATIONAL ASSOCIATION OF EMERGENCY | REGULAR | 02/13/2015 | 185.00 | |
| 6094 | ONESOURCE | ONESOURCE WATER | REGULAR | 02/13/2015 | 59.00 | |
| 6095 | T&S | T&S LAWN-LANDSCAPE INC | REGULAR | 02/13/2015 | 1,355.00 | |
| 6096 | TESSCO | TESSCO TECHNOLOGIES | REGULAR | 02/13/2015 | 649.89 | |
| 6097 | TIANO | TIANO-KNOPP ASSOC., INC. | REGULAR | 02/13/2015 | 2,500.00 | |
| 6098 | VERIZONW | VERIZON WIRELESS | REGULAR | 02/13/2015 | 134.33 | |
| E-911 FUND Bank Id 107 Totals | | | | | 5,436.82 | |

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|----------|-----------|------------------|---------|------------|--------------|-----|
| 3170 | VERIZONW | VERIZON WIRELESS | REGULAR | 02/13/2015 | 250.96 | |

HOME CONFINEMENT Bank Id 108 Totals

250.96

DR *REC*

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|--|------------|--------------------------------|---------|------------|---------------|-----|
| 5820 | CASEY | CASEY'S LANDSCAPING, LLC | REGULAR | 02/13/2015 | 50.00 | |
| 5821 | CRYSTAL | CRYSTAL SPRING WATER | REGULAR | 02/13/2015 | 53.50 | |
| 5822 | ENGLEFIELD | ENGLEFIELD OIL COMPANY | REGULAR | 02/13/2015 | 52.37 | |
| 5823 | GENERALSA | GENERAL SALES CO. | REGULAR | 02/13/2015 | 386.53 | |
| 5824 | RICOH | RICOH USA INC | REGULAR | 02/13/2015 | 383.01 | |
| 5825 | TYLER | TYLER MOUNTAIN WATER CO INC | REGULAR | 02/13/2015 | 23.27 | |
| COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals | | | | | 948.68 | |




Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|-------------------------------------|-------------|------------------------|---------|------------|---------------|-----|
| 3167 | UNITED BANK | UNITED BANKCARD CENTER | REGULAR | 02/09/2015 | 235.44 | |
| HOME CONFINEMENT Bank Id 108 Totals | | | | | <u>235.44</u> | |

DFC

PM