

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
MONDAY, NOVEMBER 23, 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 approved minutes of October 1, 5, 15, 19 and 26, 2015.

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., the County Commission approved the hiring of Karah Casto as a full time employee for the Mid-Ohio Valley Day Report Center.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/1548

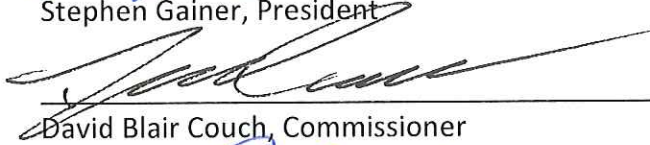
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:51 A.M.

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 November 23, 2015.

Wood County Commission Meeting  
Held November 23, 2015

**Please Print**

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Wood County Commission  
Agenda

11/23/2015  
1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Request to Hire – Karah Casto as a full-time case manager for the Day Report Center - \$29,000.00	
	Administrator's Report	Marty Seuffer, County Administrator
	County Commission Reports	

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

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**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**

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**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



NOVEMBER 23, 2015

11/23/15  
71/138

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  
15-VA-038. SAID REQUEST IS IN THE AMOUNT OF \$3,174.62.

**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 15-VA-038. The Request for Reimbursement is in the amount of three thousand one hundred seventy-four dollars and sixty-two cents (\$3,174.62) for the month of October, 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.

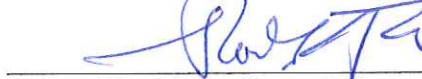
Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
Stephen Gainer, President

  
David Blair Couch, Commissioner

  
Robert K. Tebay, Commissioner

11/23/15  
71/138

<b>WEST VIRGINIA</b> <b>DIVISION OF JUSTICE AND COMMUNITY SERVICES</b>	<b>Request for</b> <b>Reimbursement</b>
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<b>RECEIVED</b> <b>(For DJCS Use Only)</b>	Subgrantee:	Wood County Commission
	Address:	One Court Square, Suite 203
		Parkersburg, WV
		26101
	Project #:	15-VA-038
	FEIN#:	556 000 417
Funds are hereby requested to cover expenditures		
FROM: 10/1/15 TO: 10/31/15		

**PROJECT CASH EXPENDITURES**

CATEGORY	AMOUNT
Personnel/Contractual	\$3,174.62
Travel/Training	-0-
Space	
Other	
TOTAL	\$3,174.62

**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

  
SIGNATURE

11/23/15  
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

## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3230	3M	3M ELECTRONIC MONITORING	REGULAR	11/17/2015	3,750.40	
3231	BIINCORP	BI INCORPORATED	REGULAR	11/17/2015	1,492.85	
3232	DIGITAL C	DIGITAL CONNECTIONS	REGULAR	11/17/2015	203.31	
3233	VERIZONW	VERIZON WIRELESS	REGULAR	11/17/2015	250.92	

HOME CONFINEMENT Bank Id 108 Totals

5,697.48





# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6082	ALCOHOLMONIT	ALCOHOL MONITORING SYSTEMS	REGULAR	11/17/2015	263.50	
6083	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	11/17/2015	54.75	
6084	DOMINIONH	DOMINION HOPE	REGULAR	11/17/2015	23.77	
6085	LANCE	PHYLISS LANCE	REGULAR	11/17/2015	550.00	
6086	NUTTERK	KATIE NUTTER	REGULAR	11/17/2015	33.30	
6087	OLD COLONY J	OLD COLONY REALTORS	REGULAR	11/17/2015	1,100.00	
6088	PARKERSBU	PARKERSBURG UTILITY BOARD	REGULAR	11/17/2015	51.59	
6089	TYLER	TYLER MOUNTAIN WATER CO INC	REGULAR	11/17/2015	24.33	
6090	WOOD CO S	WOOD CO SENIOR CITIZENS ASSOCIATION INC.	REGULAR	11/17/2015	1,500.00	

**COMM. CRIMINAL JUSTICE FUND Bank Id 172 Totals**

3,601.24



## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6370	CHAPMAN	CHAPMAN PRINTING CO. INC	REGULAR	11/17/2015	134.33	
6371	MAHONE TI	MAHONE TIRE CO	REGULAR	11/17/2015	28.00	
6372	ONESOURCE	ONESOURCE WATER	REGULAR	11/17/2015	62.10	
6373	VERIZON	VERIZON	REGULAR	11/17/2015	135.29	
6374	VERIZONW	VERIZON WIRELESS	REGULAR	11/17/2015	343.47	
E-911 FUND Bank Id 107 Totals					703.19	



## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
732	HUMANE SO	HUMANE SOCIETY	REGULAR	11/17/2015	3,333.33	

DOG FUND Bank Id 103 Totals

3,333.33

*[Handwritten signature]*  
*[Handwritten signature]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1784	DENTAL	RENAISSANCE	REGULAR	11/17/2015	124.07	
159234	ASTORG DODGE	ASTORG DODGE CHRYSLER JEEP	REGULAR	11/17/2015	121.96	
159235	ASTORG FORD	ASTORG FORD LINCOLN-MERCURY	REGULAR	11/17/2015	132.14	
159236	AUTOPLUS	AUTOPLUS	REGULAR	11/17/2015	104.70	
159237	CANON	CANON FINANCIAL SERVICES, INC	REGULAR	11/17/2015	151.00	
159238	CARQUEST	CARQUEST	REGULAR	11/17/2015	161.68	
159239	CHAMPION	PITNEY BOWES RESERVE ACCOUNT	REGULAR	11/17/2015	145.26	
159240	CHAMPION OUTI	CHAMPION OUTPUT SOLUTIONS	REGULAR	11/17/2015	752.48	
159241	CRUM G	GWEN CRUM	REGULAR	11/17/2015	359.85	
159242	CWS	CWS	REGULAR	11/17/2015	80.00	
159243	DODDRIDGE	DODDRIDGE COUNTY SHERIFF DEPARTMENT	REGULAR	11/17/2015	119.25	
159244	DOMINIONH	DOMINION HOPE	REGULAR	11/17/2015	20.66	
159245	ELECTRONIC	ELECTRONIC SPECIALTY COMPANY	REGULAR	11/17/2015	617.60	
159246	FINLEY FI	FINLEY FIRE EQUIPMENT	REGULAR	11/17/2015	294.00	
159247	GLOBAL	GLOBAL GOV/ED SOLUTIONS INC	REGULAR	11/17/2015	2216.15	
159248	GRAINGER	GRAINGER	REGULAR	11/17/2015	150.72	
159249	HARRISVILLE	HARRISVILLE POLICE DEPARTMENT	REGULAR	11/17/2015	405.00	
159250	HRA	WESBANCO INSURANCE SERVICES	REGULAR	11/17/2015	960.75	
159251	HUMANE SO	HUMANE SOCIETY	REGULAR	11/17/2015	19,250.00	
159252	JCSD	JACKSON COUNTY SHERIFF'S DEPT	REGULAR	11/17/2015	835.08	
159253	LAMP	LAMP PESTPROOF	REGULAR	11/17/2015	140.00	
159254	LOWES	LOWE'S COMPANIES, INC.	REGULAR	11/17/2015	518.67	
159255	MAHONE TI	MAHONE TIRE CO	REGULAR	11/17/2015	3,997.10	
159256	MID-OHIOVRA	MID-OHIO VALLEY REGIONAL AIRPORT	REGULAR	11/17/2015	712.92	
159257	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	11/17/2015	260.00	






# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
159258	MYERS SEP	MYERS SEPTIC	REGULAR	11/17/2015	210.00	
159259	ODEPOT	OFFICE DEPOT	REGULAR	11/17/2015	687.69	
159260	PARKPOLICE	PARKERSBURG POLICE DEPARTMENT	REGULAR	11/17/2015	1,438.53	
159261	PLEASANT	PLEASANTS COUNTY SHERIFF'S DEPT	REGULAR	11/17/2015	592.90	
159262	RAVENSWOOD	RAVENSWOOD POLICE DEPARTMENT	REGULAR	11/17/2015	214.13	
159263	REAGLE	REAGLE & PADDEEN INC	REGULAR	11/17/2015	1,773.17	
159264	RICOH	RICOH USA INC	REGULAR	11/17/2015	178.00	
159265	RIPLEY	RIPLEY POLICE DEPARTMENT	REGULAR	11/17/2015	221.70	
159266	RITCHIE CO	RITCHIE COUNTY SHERIFF'S DEPT	REGULAR	11/17/2015	1,162.47	
159267	ROANE CO	ROANE COUNTY SHERIFF'S DEPT	REGULAR	11/17/2015	1,198.61	
159268	RUNYON	RUNYON LOCK SERVICE	REGULAR	11/17/2015	8.00	
159269	SAMS CLUB	SAM'S CLUB	REGULAR	11/17/2015	62.62	
159270	SMITH JODI	JODI SMITH	REGULAR	11/17/2015	331.06	
159271	SPENCER PD	SPENCER POLICE DEPARTMENT	REGULAR	11/17/2015	485.43	
159272	ST MARYS	ST MARYS POLICE DEPARTMENT	REGULAR	11/17/2015	745.48	
159273	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	11/17/2015	0.51	
159274	STATE TAX	STATE TAX DEPARTMENT PROPERTY TAX DIV	REGULAR	11/17/2015	22,839.81	
159275	SUDDENLINKD	SUDDENLINK	REGULAR	11/17/2015	124.70	
159276	THE INVESTIGA	THE INVESTIGATIVE SOLUTIONS C/O SHERRI	REGULAR	11/17/2015	500.00	
159277	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	11/17/2015	140.00	
159278	VERIZONW	VERIZON WIRELESS	REGULAR	11/17/2015	2,967.77	
159279	VIENNA	VIENNA POLICE DEPT.	REGULAR	11/17/2015	1,022.47	
159280	WORKINGMA	WORKINGMAN'S STORE	REGULAR	11/17/2015	600.92	
159281	WORLD	WORLD RADIO TELECOMMUNICATIONS	REGULAR	11/17/2015	63.00	
159282	WV RISK I	WV BOARD OF RISK & INS. MANAGEMENT	REGULAR	11/17/2015	1,063.00	



## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
GENERAL FUND Bank Id 101 Totals					93,263.01	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1785	DENTAL	RENAISSANCE	REGULAR	11/18/2015	3,155.24	
1786	MONPOWER	MON POWER	REGULAR	11/18/2015	1,133.63	
GENERAL FUND Bank Id 101 Totals					4,288.87	
Report Totals					4,288.87	

