

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

NO 1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
MONDAY, NOVEMBER 15, 2021

PRESENT: DAVID BLAIR COUCH, PRESIDENT  
ROBERT K. TEBAY, COMMISSIONER  
JAMES E. COLOMBO, COMMISSIONER

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices and other correspondence.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M, the County Commission met with John Isner from the Mid-Ohio Valley Regional Council. Mr. Isner requested approval of the inspection and removal of asbestos for the Happy Valley Flood Mitigation program. The County Commission, upon a motion made by Robert K. Tebay, seconded by James E. Colombo, and made unanimous by David Blair Couch, did hereby AWARD the bid for asbestos inspection of properties in the Happy Valley Flood Mitigation Project. Said asbestos inspection was awarded to Jackson Dynamics, 323 Pennsylvania Avenue, Fairmont, West Virginia. (Order M/4343)

At 9:47 A.M., the County Commission, upon motion of Robert K. Tebay, seconded by James E. Colombo, and made unanimous by David Blair Couch, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended: WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners met with Marty Seufer, County Administrator, Wood County Prosecuting Attorney, Pat Lefebure and Wood

County Sheriff Steve Stephens participating by phone. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by personnel matters. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:03 o'clock A.M. (Order M/4344)

At 10:04 A.M., representatives from the Wood County 4-H facility met with the County Commission to request ARP funding for a water line extension and replacement of a septic system as well as various other maintenance issues at the camp. The County Commission asked them to provide a written request for the funding.

At 10:45 A.M., the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo, and made unanimous by David Blair Couch, did hereby ACCEPT the retirement of Wood County Sheriff, Steve Stephens, effective December 1, 2021. (Order M/4345)

At 10:50 A.M., the County Commission, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, reappointed Randy Rapp, Dale Baumgartner, Chad Mildren, Susan Barber, Tim Coffman, Marjean Kennedy, Jim Fawcett and Ed McDonough to the Wood County Development Authority. The new terms will expire December 31, 2024. (Order A/2472)

At 10:52 A.M., the County Commission approved the hiring of Crystal Butcher as an employee in the Wood County Day Report Center.

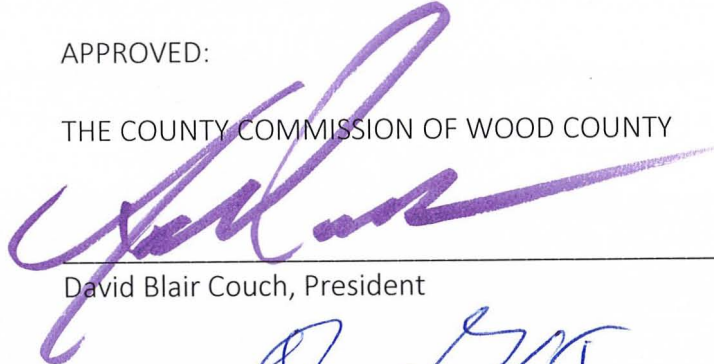
Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:58 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2471, A/2472, M/4343, M/4344, M/4345

APPROVED:

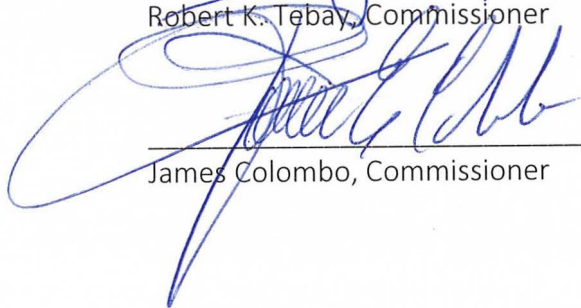
THE COUNTY COMMISSION OF WOOD COUNTY

A large, stylized signature in purple ink, written over a horizontal line.

David Blair Couch, President

A signature in blue ink, written over a horizontal line.

Robert K. Tebay, Commissioner

A signature in blue ink, written over a horizontal line.

James Colombo, Commissioner

Wood County Commission Meeting  
Held November 15, 2021

**Please Print**

1.	JAMES EATON	LPSD
2.	Marie Krivack	
3.	John Isner,	MOVRC
4.	Charles Rabin	
5.	Jodi Smith	
6.	Lee Dwyer	
7.	Larry Barger	
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		





# Wood County Commission Agenda

November 15, 2021  
1 Court Square, Room 203  
Parkersburg, WV 26101

9:30 A.M	Consider approving asbestos bid for Happy Valley	John Isner, MOVRC
	Discuss Wood County 4h Camp facility	Jodi Smith
	Discuss personnel issue in the Sheriff's Department	
	Consider appointing members to the Wood County Development Authority: Randy Rapp, Dale Baumgartner, Chad Mildren, Susan Barber, Tim Coffman, Marjean Kennedy, Jim Fawcett and Ed McDonough	
	Consider request to hire Crystal Butcher, full time Case Manager/Counselor for Wood County DRC - \$40,000/yr	
	Administrator's Report	Marty Seuffer, 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

NOVEMBER 15, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE A GRANT CONTRACT FOR GRANT NO. 19-VA-038.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Grant Contract Agreement with the West Virginia Division of Administrative Services, Justice and Community Services Section for the Victims of Crime Act Grant Number 19-VA-038.

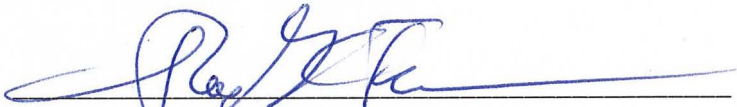
A copy of said Agreement is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

A blue ink signature of David Blair Couch, written in a cursive style, positioned above a horizontal line.

David Blair Couch, President

A blue ink signature of Robert K. Tebay, written in a cursive style, positioned above a horizontal line.

Robert K. Tebay, Commissioner

A blue ink signature of James E. Colombo, written in a cursive style, positioned above a horizontal line.

James E. Colombo, Commissioner

A/2471



**GRANT CONTRACT AGREEMENT**  
**BETWEEN**  
**DIVISION OF ADMINISTRATIVE SERVICES**  
**JUSTICE AND COMMUNITY SERVICES SECTION**  
**AND**  
**Wood County Commission**

**19-VA-038**

This **AGREEMENT**, entered into this **1st Day of October 2021** by the Deputy Director of the Division of Administrative Services, Justice and Community Services Section, hereinafter referred to as "JCS", and the Wood County Commission, hereinafter referred to as "Grantee."

**WHEREAS**, JCS is the recipient of a Victims of Crime Act (VOCA) Program Funds from the United States Department of Justice, and

**WHEREAS**, the Grantee is an eligible applicant who is desirous of receiving funds: **This grant will fund staff in the Wood County Prosecuting Attorney's Office to provide direct services to crime victims in Wood County.**

**NOW, THEREFORE**, the parties hereto mutually agree as follows:

1. The Grantee agrees to comply with all applicable federal and state laws and rules, regulations and policies promulgated thereunder.
2. JCS agrees to assist the Grantee to perform such tasks and functions as set forth in the application, which is attached hereto and made part hereof, hereinafter referred to as Attachment A.
3. The Grantee shall do, perform, and carry out in a satisfactory and proper manner as determined by JCS all duties, tasks and functions necessary to implement the application which is hereto attached as Attachment A.
4. The Grantee will commence its duties under the Agreement on **October 1, 2021** and shall continue those services/activities until **September 30, 2022**. The terms of this Agreement may only be extended or modified by the mutual written agreement of the parties hereto.
5. In consideration of the services rendered by the Grantee, the sum of up to **\$57,089.00** shall be obligated by JCS and said amount shall be deemed to be the maximum compensation to be received for this Agreement unless a written modification is entered into between the parties amending this Agreement.
6. It is the understanding of all parties to this Agreement that JCS by joining in the Agreement does not pledge, or promise to pledge, the credit of the State of West Virginia, nor does it



promise to pay all of the compensation hereunder from monies of the Treasury of the State of West Virginia.

7. It is the understanding of all parties to this Agreement that JCS has determined that the Grantee **will not** receive an upfront scheduled allocation of funds.
8. If the Grantee is not receiving an upfront scheduled allocation of funds: To be eligible for any and all payments of the grant amount, the Grantee shall submit a Request for Reimbursement of Funds once per month to JCS. Upon receipt of said request, JCS shall review the same for reasonableness and appropriateness; and if approved, will cause a warrant to be requested on that sum considered reasonable and appropriate. It is expressly understood that the total compensation shall not exceed the amount set forth in Paragraph Five hereinbefore cited and said compensation will be expended only as outlined in the budget sections of Attachment A, unless written approval of modification of the budget is signed by the parties hereto. Grantee shall submit a fiscal report detailing expenditures to JCS by the twentieth (20th) day of each month.
9. If the Grantee is receiving an upfront scheduled allocation of funds, the Grantee hereby agrees to adopt a schedule of payments dictated by JCS: To be eligible for any and all scheduled allocation of funds of the total grant amount, the Grantee shall submit a Request for Funds to JCS which adheres to the schedule of payments. Upon receipt of said request, JCS shall review the same for reasonableness and appropriateness; and if approved, will cause a warrant to be requested on that sum considered reasonable and appropriate. It is expressly understood that the total compensation shall not exceed the amount set forth in Paragraph Five hereinbefore cited and said compensation will be expended only as outlined in the budget sections of Attachment A, unless written approval of modification of the budget is signed by the parties hereto. Grantee shall submit a fiscal report detailing expenditures to JCS by the twentieth (20th) day of each month.
10. Grantee hereby represents that it possesses the legal authority to contract for this Agreement and that attached hereto and made a part hereof as Attachment B is a certified copy of the resolution, motion or similar action which was clearly adopted or passed by the Grantee's governing body; and further, that it has directed and authorized an official representative to act in connection with this Agreement. If the Grantee is a State agency, the completed application signed by the agency head is sufficient.
11. Grantee agrees to abide by the grant conditions, terms, assurances and certifications which are a part of Attachment A and such other special terms and conditions that JCS has set forth in Attachment C which is incorporated herein and made part hereof, if said Special Conditions are appropriate to this Agreement.
12. If, through any cause, the Grantee shall fail to fulfill in a necessary and proper manner, obligations under this Agreement, the JCS may withhold payments to the Grantee upon notice in writing, suspend, or cancel this Agreement and Attachments. The notice of withholding payments, suspension, or cancellation should set forth the JCS reasons for taking said action.
13. JCS and Grantee may from time to time require changes in the scope of services performed hereunder. Grantee agrees to submit a written request for modification prior to changing any budget line item. All such changes, including any increase or decrease in the amount of compensation hereunder or work to be performed, which are mutually agreed upon between the parties shall be in writing.

14. If for any reason funds received by JCS are suspended or terminated, in whole or in part, funding for this Agreement shall cease.
15. Grantee shall within the time period prescribed by grant conditions upon the termination of the Agreement, submit to JCS a final report on forms provided by JCS. Said reports shall reflect actual costs incurred or expended during the terms of this Agreement.
16. The parties hereto agree that notice shall be given by personal service or served when mailed certified U.S. Mail, postage prepaid, return receipt requested to the following addresses:
  - a. Justice and Community Services Section  
1124 Smith Street, Suite 3100  
Charleston, West Virginia 25301-1323
  - b. **Grantee Mailing Address:**  
  
Wood County Commission  
One Court Square  
Parkersburg, WV 26101
17. The Grantee shall hold and save JCS and its officers, agents and employees harmless from liability of any nature, including cost and expense, for or on account of any suits or damages of any character whatsoever resulting from injuries or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent or representative of the Grantee.

**IN WITNESS WHEREOF**, the parties hereto attach their signatures representing that each is acting with full authority.



---

**David Couch, Commission President  
Wood County Commission**

---

**Joseph C. Thornton, Deputy Director  
Justice and Community Services**

## RESOLUTION

The County Commission of Wood County Commission met on 11/15/21 (date) with a quorum present and passed the following resolution.

Be it resolved that the County Commission hereby authorizes David Couch, Commission President of Wood County Commission to act on its behalf to enter into a contractual agreement with the Division of Administrative Services, Justice and Community Services section to receive and administer grant funds pursuant to provisions of the Victims of Crime Act (VOCA) grant program.

Signed:

Mark D. Hades

County Clerk





U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
OFFICE OF THE COMPTROLLER

## CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

### 1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

### 2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

### 3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—



(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

#### DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 Seventh Street NW., Washington, DC 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Wood County Commission  
One Court Square, Parkersburg, WV 26101

2. Application Number and/or Project Name

3. Grantee IRS/Vendor Number

19-VA-038 - VOCA

4. Typed Name and Title of Authorized Representative

David Blair Couch President Wood County Commission

5. Signature

6. Date

11/15/21



**WEST VIRGINIA DIVISION OF ADMINISTRATIVE SERVICES  
JUSTICE & COMMUNITY SERVICES SECTION  
STANDARD CONDITIONS & ASSURANCES**

Effective: July 23, 2019

Revision History: N/A

The following Standard Conditions and Assurances apply to all Grant Programs that the Division of Administrative Services, Justice and Community Services (JCS) Section administers. The application of these Assurances is applicable regardless of the source of funding and/or whether the recipient receives an upfront allocation of funds or is operating under a request for reimbursement process.

All correspondence to JCS, which is required and/or occurs as a result or action of any of the following Assurances, or as a result of the administration of any JCS grant program, should be mailed to the following address:

Justice and Community Services Section  
1124 Smith Street, Suite 3100  
Charleston, West Virginia 25301-1323

- 1. LAWS OF WEST VIRGINIA:** This grant application/contract shall be governed in all respects by the laws of the State of West Virginia. State procedures and practices will apply to all funds disbursed by JCS, regardless of the original funding source. At the sole discretion of JCS, this grant can be based on a "reimbursement bases" mechanism, or a mechanism which awards an "upfront allocation" of funds on a quarterly or semi-annual basis. Upon timely notification to the grantee, JCS reserves the express right to commute an upfront allocation mechanism to a request for reimbursement mechanism for a recipient of funds, at any time during a grant period.
- 2. LEGAL AUTHORITY:** The applicant hereby certifies it has the legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directly authorizes the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required if applicable.
- 3. RELATIONSHIP:** The relationship of the grantee to JCS shall be that of an independent contractor, not that of a joint enterprise. The grantee shall have no authority to bind JCS for any obligation or expense without the express prior written approval from JCS.
- 4. COMMENCEMENT WITHIN 60 DAYS:** This project must be operational within 60 days of the project starting date, as specified in the grant contract agreement. If the project is not operational within 60 days of the specified project starting date, the grantee must report by



letter to JCS, the steps taken to initiate the project, the reasons for delay, and the expected starting date.

**5. OPERATIONAL WITHIN 90 DAYS:** If the project is not operational within 90 days of the specified project starting date, the grantee must submit a second statement to JCS explaining the delay in implementation.

**6. SUSPENSION OF FUNDING:** The grantee acknowledges that acceptance of an award is not a guarantee of funds. Further, by accepting this award, the grantee acknowledges and agrees that JCS may suspend in whole or in part, terminate, or impose other sanctions on any grantee funds for the following reasons:

- Failure to adhere to the requirements, standard conditions, or special conditions and assurances of this program;
- 60 or more days late in submitting reports;
- Failure to submit reports;
- High Risk Grantee as determined by the JCS High Risk Assessment; or
- Any other cause shown.

**7. SANCTIONS FOR NONCOMPLIANCE:** In the event of the grantee's noncompliance with the terms, conditions, covenants, rules, or regulations of this grant, JCS shall impose such contract sanctions, as it may deem appropriate, including but not limited to:

- Withholding of payments to the grantee until the grantee complies or, if reports are more than 60 days late, the funding for that month is forfeited and may not be recouped or remedied;
- Cancellation, termination or suspension of the contract, in whole or in part;
- Refraining from extending any further assistance to the grantee until satisfactory assurance of future compliance has been received;
- If the grantee is receiving funds on an upfront basis, JCS can commute the transfer of funds mechanism to a reimbursement only process for the remainder of the grant period;
- If the grantee is receiving funds on an upfront basis and a determination is made by JCS that funds were intentionally or unintentionally misused, misappropriated, misspent or otherwise not consistent with the intents and purpose of the grant, the grantee automatically forfeits any remaining funds from the grant program, and any other awarded funds from any other program, until a satisfactory resolution has been achieved;
- If a grantee is indebted to JCS for any amount of funds at the close of an applicable quarter, semi-annual or end of a grant period, and the debt is not resolved within 30 days following the close of those periods, the grantee acknowledges and agrees that it is automatically ineligible to receive or apply for funds from JCS for any grant program; and
- Grantee agrees and acknowledges that under no circumstances may it commute a debt to be applied as matching funds; or, will JCS reduce a future quarterly or semi-annual allotment or future award as repayment of the debt. Repayment must be from a general account or an account unrelated to the grant award.



8. **ACCOUNTING REQUIREMENTS:** Grantee agrees to record all project funds and costs following generally accepted accounting principles. A unique account number or cost recording must separate all project costs from the grantee's other or general expenditures. Adequate documentation for all project costs and income must be maintained. Adequate documentation of financial and supporting material must be retained and be available for audit purposes. Federal regulations prohibit the commingling of Federal grant funds with funds from other sources; further, funds received on an upfront basis from JCS for one program may not be comingled with funds received on an upfront basis for another JCS program.
9. **REPORTS:** Regardless of an award being on an upfront or reimbursement basis, each grantee shall submit all reports as JCS requires necessary to the execution of monitoring, stewardship, and evaluation of programmatic and fiscal responsibilities.
10. **WRITTEN APPROVAL OF CHANGES:** The grantee must obtain prior written approval from JCS for all project changes (programmatic, fiscal or otherwise) before those changes are executed.
11. **OBLIGATION OF PROJECT FUNDS:** Funds may not, without prior written approval from JCS, be obligated prior to the effective start date or subsequent to the termination date of the project period. Obligations outstanding as of the project termination date shall be liquidated within thirty (30) days.
12. **USE OF FUNDS:** Funds awarded through JCS may be expended only for the purposes and activities specifically covered by the grantee's approved project scope and budget. By attaching their signature, the grantee recognizes that any deviations from the original grant budget are unallowable.
13. **ALLOWABLE AND UNALLOWABLE COSTS:** Allowable and unallowable costs incurred under this grant shall be determined in accordance with General Accounting Office principles and standards, state guidelines, and federal guidelines pursuant to the specific grant program.
14. **PURCHASING:** When making purchases relevant to the grant, the grantee will abide by applicable State and local laws, which address purchasing procedures by a state or local unit of government or another agency. See 148CSR1 of the West Virginia State Code.
15. **PROJECT INCOME:** All income earned by the grantee as a result of the conduct of this project must be accounted for and included in the total budget. Project income is subject to the same expenditure guidelines established for grant funds by JCS. All grantees must maintain records that clearly show the source, the amount, and the timing of all project income. There is no waiver provision for the project income requirement.
16. **MATCHING CONTRIBUTION:** The grantee will have available, and will expend as required, adequate resources to defray that portion of the total costs as set forth in this application as "match" and as approved by JCS. The applicant assures that the matching funds required to pay the grant portion of the cost of each program and project, for which funds are made available, shall be in addition to funds that would otherwise be made available for the proposed project by the recipients of grant funds and shall be provided on a project-by-project basis. Matching contributions are subject to the same expenditure guidelines as grant funds for this program. All grantees must maintain records that clearly show the source, the amount, and the timing of all matching contributions. In addition, Federal grant dollars from any source may not be utilized as matching funds.



17. **TIME EXTENSIONS:** In general, time extensions will not be granted. Unexpended grant funds remaining at the close of the grant period shall be deobligated. Funds remaining at the end of a project where an upfront allocation will, by the deadline of the final financial and progress report, be remitted back to JCS.
18. **NON-SUPPLANTING:** Grant funds must be used to supplement existing funds for program activities and may not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be the subject of monitoring and audit. Violations can result in a range of penalties, including suspension of future funds under this program, suspension or debarment from state grants, recoupment of monies provided under this grant, and civil and/or criminal penalties. The grantee hereby certifies that funds made available under this grant will not be used to supplant other funding sources.
19. **TRANSFER OF FUNDS PROHIBITION:** The grantee is expressly prohibited from transferring funds between any JCS programs. Federal regulations prohibit the commingling of Federal grant funds with funds from other sources.
20. **TRAINING:** For projects involving payment of personnel, JCS reserves the right to require training as a condition of the grant before or at any time during the project period.
21. **PURCHASE OF AMERICAN-MADE EQUIPMENT/PRODUCTS:** To the extent practicable, all equipment and products purchased with state funds made available under this grant should be American-made.
22. **MARKING OF EQUIPMENT:** Grantee will ensure that all equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by Justice and Community Services."
23. **PROPERTY ACCOUNTABILITY:** The grantee shall establish and administer a system to control, protect, preserve, use, maintain, and properly dispose of any property or equipment furnished it, or made available through a grant by JCS. This obligation continues as long as the property is retained by the grantee, notwithstanding the expiration of this agreement. Prior to sale, trade in or disposal of property, disposition instructions will be obtained from JCS. Grantee assures inventory checks will be performed annually or pursuant to guidance promulgated in the Administrative Manual for this program (if applicable), with copies provided to JCS. Property must be used for the intended grant purposes. If the property is not being used in accordance with terms of the grant, said property will revert to JCS.
24. **COMPUTER EQUIPMENT:** Grantees purchasing computer equipment (hardware, software, or peripherals) with grant funds are required to adhere to the established bidding procedures for their respective units of government or agency. To ensure reputable vendors are obtained, grantees may consider utilizing the current applicable State computer contract. Computer equipment must adhere to minimum requirements established by the West Virginia Office of Technology.
25. **LEASE AGREEMENTS:** Grantee agrees to provide JCS with a copy of the lease arrangement if funds are being requested for reimbursement or utilized as match.
26. **PATENTS AND/OR COPYRIGHTS AND RIGHTS IN DATA:** Grantee acknowledges that JCS, or any applicable parent federal agency, reserves a royalty-free, non-exclusive, and



irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for State or Federal government purposes: (1) the copyright in any work developed under an award or sub award; and, (2) any rights of copyright to which a recipient or sub recipient purchases ownership, in whole or in part, with State or Federal support. Grantee agrees to consult with JCS regarding the allocation of any patent rights that arise from, or are purchased with, this funding.

**27. ACCESS TO RECORDS:** JCS, through any authorized representative, shall have access to and the right to examine all records, books, papers, or documents related to the grant and to relevant books and records of contractors.

**28. CIVIL RIGHTS COMPLIANCE:** Grantee will comply with any applicable federal nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. §§ 10228(c) and 10221(a); the Victims of Crime Act (34 U.S.C. §20110(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); the Violence Against Women Act (34 U.S.C. § 12291(b)(13)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); Executive Order 13279, Equal Protection of the Laws for Faith-Based and Community Organizations; Executive Order 13559, Fundamental Principles and Policymaking Criteria for Partnerships With Faith-Based and Other Neighborhood Organizations; and the DOJ implementing regulations at 28 C.F.R. Part 38. Subrecipients of grants under the Violence Against Women Act (VAWA) of 1994, as amended, are prohibited from discriminating on the basis of sexual orientation or gender identity. These laws collectively prohibit grantees from discriminating on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation and gender identity. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of age, disability, race, color, religion, national origin, or sex against a recipient of funds, the grantee will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs and Justice and Community Services Section.

**29. RELIGIOUS ACTIVITIES:** Grantees must ensure that services are offered without regard to religious affiliation and that receipt of services is not contingent upon participation in a religious activity or event. Furthermore, all religious activities must be separate in time or place from the funded project. Participation in such activities by individuals receiving services must be voluntary.

**30. LOBBYING:** Grantee will comply with any and all lobbying provisions and/or restrictions as outlined in the Uniformed Guidelines, Department of Justice Guidelines, and as outlined in §6B-2-5 of the West Virginia State code.

**31. CONFLICT OF INTEREST:** No public official or employee of the grantee agency, who performs any duties under the project, may participate in an administrative decision with respect to the project if such a decision can reasonably be expected to result in any benefit or remuneration to that individual or that individual's immediate family as discussed in the W. Va. Code §§ 6B-1-1 through 6B-3-11).

**32. FREEDOM OF INFORMATION ACT:** All records, papers, and other documents kept by recipients of grant funds are required to be made available to JCS. These records and other



documents submitted to JCS and its grantees, including plans and application for funds, reports, etc., may be subsequently required to be made available to entities under Federal Freedom of Information Act, 5. U.S.C. §552, or Chapter 29B, Article 1 (West Virginia Freedom of Information) of the West Virginia Code. JCS recognizes that some information submitted in the course of applying for funding under this program or provided in the course of its grant management activities, may be considered law enforcement, personnel, juvenile sensitive, or personal or otherwise important to national or state security interests. This may include threat, risk and needs assessment information, and discussions of demographics, transportation, public works, and industrial and public health infrastructures.

While this information under state control is subject to requests made pursuant to the Chapter 29B, Article 1 of the West Virginia Code, all determinations concerning the release of information of this nature are made on a case-by-case basis by JCS and may fall within one or more of the available exemptions under the Act.

Grantees must consult applicable federal, state, and local laws and regulations regarding the release or transmittal of information to any entity which may be considered sensitive or protected. Applicants may also consult JCS regarding concerns or questions about the release of potentially sensitive, protected or exempt information applicable to federal, state, and local laws and regulations.

JCS has the authority to release all information which does not meet an exemption to the public without a FOIA.

- 33. NATIONAL AND STATE EVALUATION EFFORTS:** The grantee agrees to cooperate with any national and/or state evaluation efforts directly or indirectly related to this program as requested.
- 34. SUBMISSION/RELEASE OF PUBLICATIONS/PRESS RELEASES:** The grantee must submit one copy of all reports and proposed publications resulting from this agreement to JCS twenty (20) days prior to public release. Any publications (written, visual, sound, or otherwise), whether published at the grantee's or government's expense, shall contain the following statements: "This document [product] was prepared under a grant from the West Virginia Division of Administrative Services, Justice & Community Services Section (or simply "JCS"). Points of view or opinions expressed in this document [product] are those of the authors and do not necessarily represent the official position or policies of the State of West Virginia Division of Administrative Services, Justice & Community Services Section or any entity of the Department of Justice." In addition, the grantee agrees not to utilize the JCS logo without written permission.
- 35. JUVENILE JUSTICE & DELINQUENCY PREVENTION ACT:** Grantee agrees to comply with the four core protections under the Juvenile Justice & Delinquency Prevention (JJDP) Act of 1974, reauthorized 2002.
- Deinstitutionalization of status offenders (DSO).
  - Separation of juveniles from adults in institutions (separation).
  - Removal of juveniles from adult jails and lockups (jail removal).
  - Reduction of disproportionate minority contact (DMC), where it exists.



As well as, 101CSR1 of the West Virginia code. This includes, but is not limited to, completing the annual WV Certification of Non-Secure Facilities and submitting to JCS, if applicable, and submitting a monthly Secure Holding Log, if applicable.

36. **COLLABORATION W/OTHER FEDERAL AND STATE GRANTS:** Where warranted, this initiative/grantee shall make every effort to support or assist other federally funded or State grant programs in any manner, including but not limited to, providing personnel, supplies, equipment, and any other resources deemed necessary by JCS.
37. **USE OF DATA/EXCHANGE OF INFORMATION:** With respect to programs related to criminal justice information systems, the grantee agrees to comply with the provisions of 28 CFR, Part 20 governing the protection of the individual privacy and the insurance of integrity and accuracy of data collection. The grantee further agrees:
- a. That all computer programs (software produced under this grant) will be made available to JCS for transfer to authorized users in the criminal justice community without cost other than that directly associated with the transfer. The software will be documented in sufficient detail to enable potential users to adapt the system, or portions thereof, to usage on a computer of similar size and configuration.
  - b. To provide a complete copy of the computer programs and documentation, upon requests, to JCS. The documentation will include, but not be limited to, system description, operating instruction, program maintenance instructions, input forms, file descriptions, report formats, program listings, and flow charts for the system and programs.
  - c. That whenever possible all application programs will be written in standardized programming languages or will adhere to Open Database Connectivity format for use on general operating systems that can be utilized on at least three different manufacturers of computer hardware with similar size and configuration capabilities.
  - d. To avail itself, to the maximum extent possible, of computer software already produced and available without charge. The Criminal Justice Systems Clearinghouse (916-392-2550) should be contacted to determine availability of software prior to any development effort.
38. **NATIONAL AND STATE EVALUATION EFFORTS:** The grantee agrees to cooperate with any national and/or state evaluation efforts directly or indirectly related to this program as requested.
39. **EQUAL EMPLOYMENT OPPORTUNITY PLAN:** The grantee will provide an Equal Employment Opportunity Plan (EEOP) to the Office for Civil Rights, Office of Justice Programs (OCR) and JCS. Each grantee certifies that it has executed and has on file an Equal Employment Opportunity Plan which conforms with the provisions of 28 CFR Section 42.301, et. seq., Subpart E; or that in conformity with the foregoing regulations, no Equal Employment Opportunity Plan is required. The grantee further certifies that it has filed an EEOP Certification form and, if required, an EEOP Utilization Report, through the EEO Reporting Tool at <https://ojp.gov/about/ocr/eeop.htm>.
40. **VETERANS PREFERENCE:** This program includes a provision that grantees utilizing funds to hire additional personnel, to the extent possible, give suitable preference in employment to military veterans. JCS defines "suitable preference" as the requirement that a grantee agency



have in place a mechanism ensuring that veterans are given consideration in the hiring process.

41. **IMMIGRATION AND NATURALIZATION VERIFICATION:** The grantee agrees to complete and keep on file, as appropriate, applicable Immigration and Naturalization Service Employment Eligibility Verification Forms. These forms are to be used by recipients of state funds to verify that employees are eligible to work in the United States.
42. **POLITICAL ACTIVITY:** The Hatch Act restricts the political activity of executive branch employees of the federal government, District of Columbia government, and some state and local employees who work in connection with federally funded programs. In 1993, Congress passed legislation that significantly amended the Hatch Act as it applies to federal and D.C. employees (5 U.S.C. §§ 7321-7326). (These amendments did not change the provisions that apply to state and local employees. 5 U.S.C. §§ 1501- 1508.). Please reference West Virginia Code § 29-6-20 for state restricted activities.
43. **PUBLIC SAFETY AND JUSTICE INFORMATION SHARING:** Grantees must support public safety and justice information sharing. The grantee is required to use the Global Justice Data Model specifications and guidelines for this grant. Grantee shall publish and make available without restriction all schemas (extensions, constraint, proxy) generated as a result of this grant to the component registry as specified in the guidelines. This information is available at [www.it.ojp.gov/gjxdm](http://www.it.ojp.gov/gjxdm).

To the best of my knowledge the applicant has and will comply with all of the attached Standard Conditions and Assurances.

Authorized Official [please print]: David Blair-Couch, President

Authorized Official Signature: 

Date: 11-15-21



**WEST VIRGINIA DIVISION OF ADMINISTRATIVE SERVICES  
JUSTICE & COMMUNITY SERVICES SECTION  
FEDERAL STANDARD CONDITIONS & ASSURANCES**

Effective: July 23, 2019  
Revision History: N/A

All correspondence to the Division of Administrative Services, Justice and Community Services Section (JCS), which is required and/or occurs as a result or action of any of the following Assurances, or as a result of the administration of any JCS grant program, should be mailed to the following address:

Justice and Community Services Section  
1124 Smith Street, Suite 3100  
Charleston, West Virginia 25301-1323

1. **CONSULTANT RATES:** Consultant rates in excess of \$650 per day, or \$81.25 per hour, require prior approval by JCS and DOJ is applicable prior to obligation or expenditure of such funds. All contracts must be submitted 90 days prior to training for approval.
2. **FRAUD, WASTE & ABUSE:** Reporting potential fraud, waste, and abuse, and similar misconduct. The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the Department of Justice (DOJ) Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct. Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 950 Pennsylvania Avenue, N.W. Room 4706, Washington, DC 20530; (2) e-mail to: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov); and/or (3) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax). Additional information is available from the DOJ OIG website at <https://www.usdoj.gov/oig>.
3. **USE OF GRANT FUNDS TO ENACT LAWS, POLICIES, ETC.:** Grantee understands and agrees that it cannot use any grant funds, either directly or indirectly in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government.
4. **LIMITED ENGLISH PROFICIENCY:** Title VI's prohibition of national origin discrimination includes discrimination against individual who are limited in their English proficiency (LEP) because of their national origin. Under Title VI (and the Safe Streets Act), recipients are required to take reasonable steps to ensure that LEP individuals have meaningful access to the recipient's programs and services. Providing "meaningful access" will generally involve



some combination of oral interpretation services and written translation of vital documents. More information can be found at <http://www.lep.gov>.

5. **PUBLIC SAFETY AND JUSTICE INFORMATION SHARING:** Grantee must support public safety and justice information sharing. This grantee is required to use the Global Justice Data Model specifications and guidelines of this grant. Grantee shall publish and make available without restriction all schemas (extensions, constraint, proxy) generated as a result of this grant to the component registry as specified in the guidelines. This information is available at [www.it.ojp.gov/gjxdm](http://www.it.ojp.gov/gjxdm).
6. **PROGRAM ACCOUNTABILITY – FEDERAL AUDIT REQUIREMENTS:** Federal Office of Management and Budget (OMB) sets forth standards for obtaining consistency and uniformity for the audit of states, local government, and non-profit organizations expending Federal awards. If applicable, this grant shall adhere to the audit requirements set forth at the time of award. (2CFR Part 200 or OMB Circular A-133 – for further information go to OMB Uniform Guidelines at:

[https://search.whitehouse.gov/search?affiliate=wh&form\\_id=usasearch\\_box&query=Indirect+Costs](https://search.whitehouse.gov/search?affiliate=wh&form_id=usasearch_box&query=Indirect+Costs)

§200.501(a) Audit required. A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

Single audit. A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

Program-specific audit election. When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with §200.507 Program-specific audits. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a sub-recipient, approves in advance a program-specific audit.

Exemption when Federal awards expended are less than \$750,000. A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

If an audit must be conducted pursuant to the Uniform Guidelines, a copy of the audit shall be submitted to JCS as well as to the Federal clearinghouse.

The Federal clearing house is as follows:

Federal Audit Clearinghouse  
Bureau of the Census



1201 E. 10<sup>th</sup> Street  
Jeffersonville, IN 47132

7. **CONFIDENTIALITY OF RESEARCH INFORMATION:** Research information identifiable to an individual, which was obtained through a project funded wholly or in part with United States Department of Justice program funds, shall remain confidential and copies of such information shall be immune from legal process, and shall not, without the consent of the person furnishing such information, be admitted as evidence or used for any purpose in any action, suit, or other judicial or administrative proceeding (28 CFR Part 22).
8. **OFFICE OF JUSTICE PROGRAMS (OJP) FINANCIAL GUIDE:** Grantee agrees to comply with the financial and administrative requirements as set forth in the current edition of the DOJ/OJP Financial Guide.
9. **CENTRAL CONTRACTOR REGISTRATION:** Grantee agrees to register with the System for Grants Management (SAM) at [www.sam.gov](http://www.sam.gov) and provide documentation to JCS with application for funding.
10. **DATA UNIVERSAL NUMBERING SYSTEM:** Grantee agrees to acquire a Data Universal Numbering System (DUNS) number, [www.dnb.com](http://www.dnb.com) and provide documentation to JCS with application for funding.
11. **BIDDING PROCEDURES:** Funds for renovation, expansion or construction awarded to grantees or subgrantees, which require the letting of any single contract amounting to \$100,000 or more to a private company or individual shall require: a bid guarantee equivalent to 5% (five percent) of the bid price; the bid guarantee must consist of a firm commitment such as a bid bond, certified check, or negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified after forms are presented to the successful bidder; a performance bond on the part of the 100% (one hundred percent) of the contract price ("Performance bond" means a bond executed in connection with a contract to ensure payments required by all persons supplying labor and materials in the execution of the work provided for in the contract.); a payment bond on the part of the contractor for 100% (one hundred percent) of the contract price. ("Payment bond" is one executed in connection with a contract to ensure payment as required by law, of all persons supplying labor or materials in the execution of the work provided for in the contract.) Recipient/subgrantee is expected to follow the competitive bid process in the award of contracts involving Federal grant funds.
12. **COMPLIANCE WITH FEDERAL PROCEDURES:** Grantee assures compliance with the following where applicable:
  - Part 11, Applicability of Office of Management and Budget Circulars.
  - Part 18, Administrative Review Procedures.
  - Part 20, Criminal Justice Information Systems.
  - Part 22, Confidentiality of Identifiable Research and Statistical Information.
  - Part 23, Criminal Intelligence Systems Operating Policies.
  - Part 30, Intergovernmental Review of Department of Justice Programs and Activities
  - Part 42, Nondiscrimination Equal Employment Opportunity Policies and Procedures
13. **ADDITIONAL REGULATIONS AND PROCEDURES:** In addition, all grantees must comply with the following applicable federal regulations and/or the United States Department of Justice, Office of Justice Programs - M 7100.1D manual, OMB Circulars No. A-21, A-110, A-



122, A-128, A-87, E.O. 12372, Uniform Administrative Requirements for Grants and Cooperative Agreements 28 CFR, Part 66, Common Rule, and all other applicable Federal regulations, policies, acts and guidelines:

National Environmental Policy Act of 1969 (NEPA).

National Historic Preservation Act of 1966.

Flood Disaster Protection Act of 1973.

Clean Air Act and Federal Water Pollution Control Act Amendments of 1972.

Control Act Amendments of 1972.

Safe Drinking Water Act.

Endangered Species Act of 1973.

Wild and Scenic Rivers Act.

Fish and Wildlife Coordination Act.

Historical and Archaeological Data Preservation.

Coastal Zone Management Act of 1979.

Animal Welfare Act of 1970.

Impoundment Control Act of 1974.

Uniform Relation Assistance and Real Property Acquisitions Policies Act of 1970.

Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended  
Death in Custody Act of 2000.

To the best of my knowledge the applicant has and will comply with all the attached Conditions and Assurances.

Authorized Official [please print]: David Blair Couch, President

Authorized Official Signature: 

Date: 11-15-21

## CERTIFICATION FORM

### Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three. If recipient completes Section A or C and sub-grants a single award over \$500,000, in addition, please complete Section D.

Recipient's Name: Wood County Commission  
Address: One Court Square, Parkersburg, WV 26101  
Is agency a; ☐ Direct or ☒ Sub recipient of OJP, OVW or COPS funding? Law Enforcement Agency? ☐ Yes ☒ No  
DUNS Number: 013819496 Vendor Number (only if direct recipient)  
Name and Title of Contact Person: Toni Trano, Consultant  
Telephone Number: 304-481-6409 E-Mail Address: trano.kn@ suddenlink.net

#### Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply.

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Less than fifty employees. | <input type="checkbox"/> Indian Tribe            | <input type="checkbox"/> Medical Institution.                            |
| <input type="checkbox"/> Nonprofit Organization     | <input type="checkbox"/> Educational Institution | <input type="checkbox"/> Receiving a single award(s) less than \$25,000. |

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R. § 42.302. I further certify that \_\_\_\_\_ [recipient] will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

If recipient sub-grants a single award over \$500,000, in addition, please complete Section D

Print or Type Name and Title

Signature

Date

#### Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review

If a recipient agency has fifty or more employees and is receiving a single award or, subaward, of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

I, David Blair Couch, President [responsible official], certify that Wood County Commission [recipient], which has fifty or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

Wood County Commission  
[organization],

One Court Square, Parkersburg, WV 26101  
[address].

David Blair Couch, President

Print or Type Name and Title

Signature

Date

#### Section C—Declaration Stating that an EEOP Short Form Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award, or subaward, of \$500,000 or more, then the recipient agency must send an EEOP Short Form to the OCR for review.

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient], which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on \_\_\_\_\_ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

If recipient sub-grants a single award over \$500,000, in addition, please complete Section D





NOVEMBER 15, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR THE  
INSPECTION OF PROPERTIES IN THE HAPPY VALLEY FLOOD  
MITIGATION PROJECT TO JACKSON DYNAMICS.

O R D E R

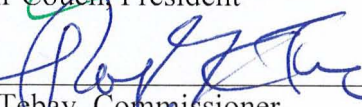
On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo, and made unanimous by David Blair Couch, did hereby AWARD the bid for asbestos inspection of properties in the Happy Valley Flood Mitigation Project. Said asbestos inspection was awarded to Jackson Dynamics, 323 Pennsylvania Avenue, Fairmont, West Virginia.

Bids and pertinent documentation regarding the Happy Valley Flood Mitigation Project are on file in the Mid-Ohio Valley Regional Council Office.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

  
\_\_\_\_\_  
Robert K. Tebay, Commissioner

  
\_\_\_\_\_  
James E. Colombo, Commissioner

M/4343

Wood County  
Mark Rhodes, Clerk  
Instrument 88271978  
11/15/2021 @ 02:46:44 PM  
COUNTY COMMISSION ORDER  
Book 75 @ Page 801  
Pages Recorded 1



NOVEMBER 15, 2021

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 15th day of November 2021, at 9:47 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of Robert K. Tebay, seconded by James E. Colombo, and made unanimous by David Blair Couch, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended:

WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners met with Marty Seufer, County Administrator, Wood County Prosecuting Attorney, Pat Lefebure and Wood County Sheriff Steve Stephens participating by phone.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by personnel matters.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:03 o'clock A.M.

APPROVED:

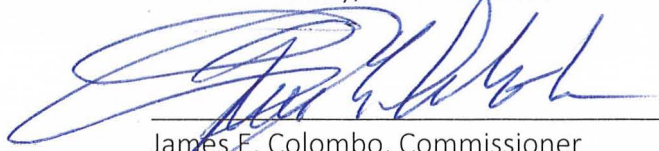
THE COUNTY COMMISSION OF WOOD COUNTY

A green ink signature of David Blair Couch, written over a horizontal line.

David Blair Couch, President

A blue ink signature of Robert K. Tebay, written over a horizontal line.

Robert K. Tebay, Commissioner

A blue ink signature of James E. Colombo, written over a horizontal line.

James E. Colombo, Commissioner

M/4344

Wood County  
Park Roads, L&L  
Instrument 8827354  
11/15/2021 @ 04:03:01 PM  
COUNTY COMMISSION ORDER  
Book 25 @ Page 711  
Pages Recorded 1

NOVEMBER 15, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED RANDY RAPP, DALE BAUMGARTNER, CHAD MILDREN, SUSAN BARBER, TIM COFFMAN, MARJEAN KENNEDY, JIM FAWCETT AND ED MCDONOUGH TO THE WOOD COUNTY DEVELOPMENT AUTHORITY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, reappointed Randy Rapp, Dale Baumgartner, Chad Mildren, Susan Barber, Tim Coffman, Marjean Kennedy, Jim Fawcett and Ed McDonough to the Wood County Development Authority.

The new terms will expire December 31, 2024.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President  
\_\_\_\_\_  
Robert K. Tebay, Commissioner  
\_\_\_\_\_  
James E. Colombo, Commissioner

A/2472

Wood County  
Mark Rhodes, Clerk  
Instrument 88271349  
11/15/2021 @ 03:55:19 PM  
COUNTY COMMISSION ORDER  
Book 75 @ Page 730  
Pages Recorded 1



NOVEMBER 15, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY ACCEPT THE  
RETIREMENT OF THE WOOD COUNTY SHERIFF.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo, and made unanimous by David Blair Couch, did hereby ACCEPT the retirement of Wood County Sheriff, Steve Stephens, effective December 1, 2021.

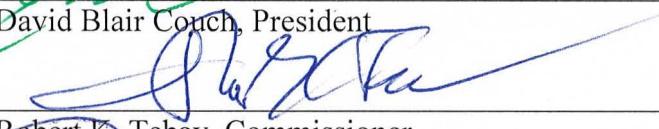
A copy of Sheriff Stephens' retirement letter is attached to this Order and should be made a part thereof.

APPROVED:

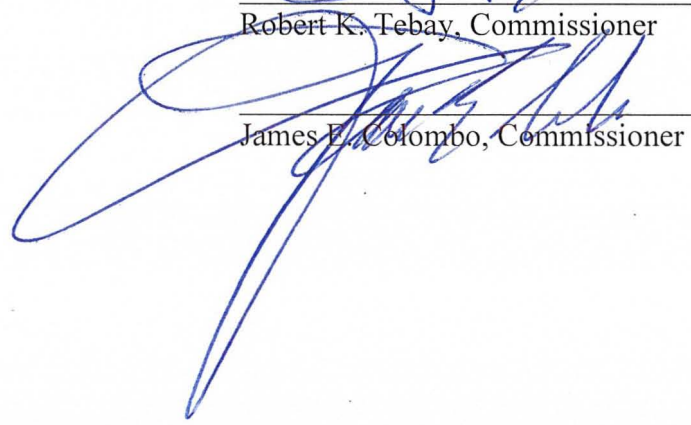
THE COUNTY COMMISSION OF WOOD COUNTY



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



\_\_\_\_\_  
Robert K. Tebay, Commissioner



\_\_\_\_\_  
James E. Colombo, Commissioner

M/4345



WOOD COUNTY SHERIFF'S OFFICE

Steve Stephens, Sheriff

Robert G. Sims, Chief Deputy

11/12/21

Wood County Commission

Gentlemen:

Effective 12/1/21, I hereby retire from my position as Sheriff of Wood County.

Respectfully,

A handwritten signature in cursive script that reads "Sheriff Steve Stephens".

Sheriff Steve Stephens

Wood County  
Mark Rhodes, Clerk  
Instrument 08271357  
11/15/2021 @ 04:03 PM  
COUNTY COMMISSION  
Book 75 @ Page 782  
Pages Recorded 2





## MID-OHIO VALLEY DAY REPORT CENTER

Wood County Office: 1531 Garfield Ave, Parkersburg, WV 26101

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

To: Wood County Commission

From: Amy Church, DRC Personnel Director

Date: 11/10/2021

Re: Wood County DRC Request to Hire

RECEIVED

NOV 10 2021

COUNTY  
ADMINISTRATOR

Please regard this notice as my request to hire Crystal Butcher as a full-time, Wood County Case Manager/Counselor at the rate of \$40,000 per year. Ms. Butcher will bring a lot of knowledge, experience and resources to the Day Report Center. She has worked in the field of substance abuse treatment for approximately 15 years, has counseling experience as well as grant writing experience.

If this request is approved, she will be ready to begin her employment on November 29, 2021.

This hiring is necessary in order fill the vacancy created by Glen Tanner.

It is my hope that you will act on this request as quickly as possible. I will be happy to provide any other information related to this matter which you might deem necessary.

Wood County  
Mark Rhodes, Clerk  
Instrument 88271054  
11/10/2021 @ 09:09:02 AM  
COUNTY COMMISSION ORDER  
Book 75 @ Page 743  
Pages Recorded 1

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3755	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	HAND	11/09/2021	22,899.00	
3756	DENTAL	RENAISSANCE	REGULAR	11/09/2021	1,115.50	
3757	MONPOWER	MON POWER	REGULAR	11/09/2021	18,921.94	
172797	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	11/09/2021	173.63	
172798	ARTSBRIDG	ARTSBRIDGE	REGULAR	11/09/2021	347.25	
172799	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	11/09/2021	130.22	
172800	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	11/09/2021	86.81	
172801	CRUM G	GWEN CRUM	REGULAR	11/09/2021	192.01	
172802	DIEBOLD	Diebold Nixdorf	REGULAR	11/09/2021	2,496.00	
172803	DOMINIONH	DOMINION HOPE	REGULAR	11/09/2021	41.64	
172804	DONNELLON	DONNELLON MCCARTHY ENTERP	REGULAR	11/09/2021	256.87	
172805	DONNELLON-SL	DONNELLON MCCARTHY ENTERPRISES	REGULAR	11/09/2021	185.78	
172806	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/09/2021	21,025.12	
172807	GARLANDCO	THE GARLAND CO INC.	REGULAR	11/09/2021	26.36	
172808	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	11/09/2021	20.00	
172809	GOLDEN RU	GOLDEN RULE CREATIONS	REGULAR	11/09/2021	889.17	
172810	JIMMIE HARPER	JIMMIE HARPER CONSTRUCTION	REGULAR	11/09/2021	9,000.00	
172811	JOHNSONCO	JOHNSON CONTROLS, INC.	REGULAR	11/09/2021	4,517.54	
172812	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	11/09/2021	173.63	
172813	KESTERSON	KESTERSON CLEANERS	REGULAR	11/09/2021	217.66	
172814	LOWES	LOWE'S COMPANIES, INC.	REGULAR	11/09/2021	1,161.11	
172815	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	11/09/2021	130.00	
172816	MYERSRAY	RAYMOND MYERS	REGULAR	11/09/2021	26.87	
172817	NATIONALPEN	NATIONAL PEN COMPANY	REGULAR	11/09/2021	94.52	
172818	ODEPOT	OFFICE DEPOT	REGULAR	11/09/2021	122.70	



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
172819	OIL	OIL AND GAS MUSEUM	REGULAR	11/09/2021	260.44	
172820	P-ART	PARKERSBURG ART CENTER	REGULAR	11/09/2021	260.44	
172821	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	11/09/2021	434.07	
172822	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	11/09/2021	21,703.26	
172823	PECKAUC	ROCKY PECK	REGULAR	11/09/2021	275.00	
172824	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	11/09/2021	86.81	
172825	PUREWATER	PURE WATER PARTNERS	REGULAR	11/09/2021	65.00	
172826	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	11/09/2021	157,005.50	
172827	RICOH	RICOH USA INC	REGULAR	11/09/2021	237.56	
172828	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	11/09/2021	1,048.26	
172829	SMITH JODI	JODI SMITH	REGULAR	11/09/2021	235.50	
172830	SMOOT	SMOOT THEATER	REGULAR	11/09/2021	503.52	
172831	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	11/09/2021	461.00	
172832	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	11/09/2021	169.80	
172833	SUPERFLEET	SUPERFLEET MASTERCARD	REGULAR	11/09/2021	51.46	
172834	TAYLOR'S D	TAYLOR'S DISPOSAL INC	REGULAR	11/09/2021	197.67	
172835	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	11/09/2021	1,000.00	
172836	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	11/09/2021	75.00	
172837	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	11/09/2021	331.24	
172838	VERIZONW	VERIZON WIRELESS	REGULAR	11/09/2021	633.09	
172839	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	11/09/2021	190.99	
172840	WATERBOY	WATERBOY LLC	REGULAR	11/09/2021	22.00	
172841	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	11/09/2021	86.81	
172842	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	11/09/2021	7,813.17	
172843	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	11/09/2021	651.10	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
172844	ABMDI	AMERICAN BOARD OF MEDICOLEGAL DEATH	REGULAR	11/09/2021	50.00	

GENERAL FUND Bank Id 101 Totals 278,100.02

Report Totals 278,100.02

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature appears to be a cursive representation of a name, possibly "G. H. H.", with a long horizontal stroke extending to the right.



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3755	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	HAND	11/09/2021	22,899.00	
3756	DENTAL	RENAISSANCE	REGULAR	11/09/2021	1,115.50	
3757	MONPOWER	MON POWER	REGULAR	11/09/2021	18,921.94	
172797	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	11/09/2021	173.63	
172798	ARTSBRIDG	ARTSBRIDGE	REGULAR	11/09/2021	347.25	
172799	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	11/09/2021	130.22	
172800	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	11/09/2021	86.81	
172801	CRUM G	GWEN CRUM	REGULAR	11/09/2021	192.01	
172802	DIEBOLD	Diebold Nixdorf	REGULAR	11/09/2021	2,496.00	
172803	DOMINIONH	DOMINION HOPE	REGULAR	11/09/2021	41.64	
172804	DONNELLON	DONNELLON MCCARTHY ENTERP	REGULAR	11/09/2021	256.87	
172805	DONNELLON-SL	DONNELLON MCCARTHY ENTERPRISES	REGULAR	11/09/2021	185.78	
172806	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/09/2021	21,025.12	
172807	GARLANDCO	THE GARLAND CO INC.	REGULAR	11/09/2021	26.36	
172808	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	11/09/2021	20.00	
172809	GOLDEN RU	GOLDEN RULE CREATIONS	REGULAR	11/09/2021	889.17	
172810	JIMMIE HARPER	JIMMIE HARPER CONSTRUCTION	REGULAR	11/09/2021	9,000.00	
172811	JOHNSONCO	JOHNSON CONTROLS, INC.	REGULAR	11/09/2021	4,517.54	
172812	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	11/09/2021	173.63	
172813	KESTERSON	KESTERSON CLEANERS	REGULAR	11/09/2021	217.66	
172814	LOWES	LOWE'S COMPANIES, INC.	REGULAR	11/09/2021	1,161.11	
172815	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	11/09/2021	130.00	
172816	MYERSRAY	RAYMOND MYERS	REGULAR	11/09/2021	26.87	
172817	NATIONALPEN	NATIONAL PEN COMPANY	REGULAR	11/09/2021	94.52	
172818	ODEPOT	OFFICE DEPOT	REGULAR	11/09/2021	122.70	

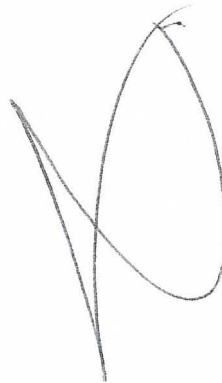
# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
172819	OIL	OIL AND GAS MUSEUM	REGULAR	11/09/2021	260.44	
172820	P-ART	PARKERSBURG ART CENTER	REGULAR	11/09/2021	260.44	
172821	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	11/09/2021	434.07	
172822	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	11/09/2021	21,703.26	
172823	PECKAUC	ROCKY PECK	REGULAR	11/09/2021	275.00	
172824	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	11/09/2021	86.81	
172825	PUREWATER	PURE WATER PARTNERS	REGULAR	11/09/2021	65.00	
172826	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	11/09/2021	157,005.50	
172827	RICOH	RICOH USA INC	REGULAR	11/09/2021	237.56	
172828	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	11/09/2021	1,048.26	
172829	SMITH JODI	JODI SMITH	REGULAR	11/09/2021	235.50	
172830	SMOOT	SMOOT THEATER	REGULAR	11/09/2021	503.52	
172831	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	11/09/2021	461.00	
172832	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	11/09/2021	169.80	
172833	SUPERFLEET	SUPERFLEET MASTERCARD	REGULAR	11/09/2021	51.46	
172834	TAYLOR'S D	TAYLOR'S DISPOSAL INC	REGULAR	11/09/2021	197.67	
172835	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	11/09/2021	1,000.00	
172836	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	11/09/2021	75.00	
172837	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	11/09/2021	331.24	
172838	VERIZONW	VERIZON WIRELESS	REGULAR	11/09/2021	633.09	
172839	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	11/09/2021	190.99	
172840	WATERBOY	WATERBOY LLC	REGULAR	11/09/2021	22.00	
172841	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	11/09/2021	86.81	
172842	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	11/09/2021	7,813.17	
172843	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	11/09/2021	651.10	



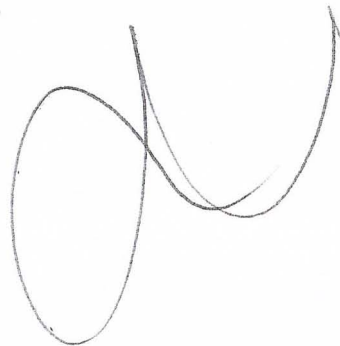
# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
GENERAL FUND Bank Id 101 Totals					278,050.02	
Report Totals					278,050.02	



## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8216	DEAN'S	DEAN'S SCREENS INK	REGULAR	11/09/2021	1,203.25	
8217	DONNELLON-SL	DONNELLON MCCARTHY ENTERPRISES	REGULAR	11/09/2021	196.71	
8218	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/09/2021	341.44	
8219	FEDERAL	FEDERAL EXPRESS CORP	REGULAR	11/09/2021	46.26	
8220	PUREWATER	PURE WATER PARTNERS	REGULAR	11/09/2021	58.00	
E-911 FUND Bank Id 107 Totals					<u>1,845.66</u>	





# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3601	BIINCORP	BI INCORPORATED	REGULAR	11/09/2021	1,385.60	

HOME CONFINEMENT Bank Id 108 Totals

1,385.60

## Check Register Report for Wood County Commission

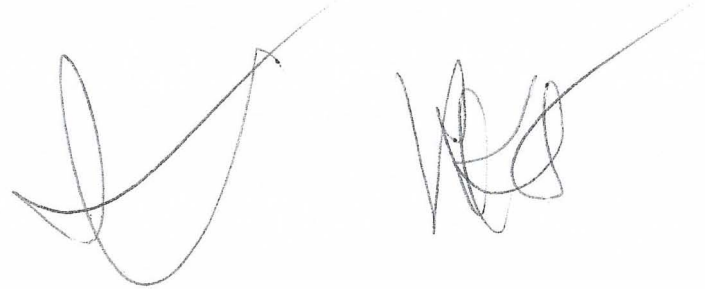
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2372	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	11/09/2021	4,524.18	
2373	FIRESAFETY	FIRE SAFETY EDUCATION	REGULAR	11/09/2021	800.00	
2374	HAYHURST	RICHARD A. HAYHURST	REGULAR	11/09/2021	1,336.57	
2375	LIBERTY	LIBERTY MUTUAL INSURANCE	REGULAR	11/09/2021	4,475.00	
2376	MONPOWER	MON POWER	REGULAR	11/09/2021	25.52	
2377	XSPEC	XSPEC PWERK INC	REGULAR	11/09/2021	280.90	
FIRE SERVICE FEE Bank Id 120 Totals					11,442.17	





## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7997	DOMINIONH	DOMINION HOPE	REGULAR	11/09/2021	202.32	
7998	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/09/2021	101.29	
7999	MONPOWER	MON POWER	REGULAR	11/09/2021	1,032.17	
8000	SUDDENLINK	SUDDENLINK	REGULAR	11/09/2021	234.37	
8001	WOOD CO W	WOOD COUNTY WASTE	REGULAR	11/09/2021	158.91	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					<u>1,729.06</u>	



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1293	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	11/05/2021	1,749.50	
DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals					<u>1,749.50</u>	
Report Totals					<u>1,749.50</u>	

