

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

IN RE: MINUTES OF MEETING HELD
MONDAY, JANUARY 13, 2014

PRESENT: WAYNE DUNN, PRESIDENT
STEPHEN GAINER, COMMISSIONER
DAVID BLAIR COUCH, COMMISSIONER

At 9:00 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices, orders and other correspondence.

The County Commission, upon a motion duly made, seconded and passed, approved minutes of December 30, 2013 and January 6, 2014.

AGENDA AND DISCUSSION ITEMS

At 9:38 A.M., the County Commission met with Greg Smith, representative of the Latrobe Street Mission. Mr. Smith informed the Commission that they are prepared to run a public intoxication center for the County if funding is made available. The grant cycle has passed and they feel they could run the facility up to the next grant cycle for around \$60,000.00. He also stated they are looking to tear down the Latrobe Street house that was donated by the County to them. The Commission asked him to give them a formal proposal for the Public Intoxication Center and also to give them estimates for the demolition.

At 10:13 A.M., Steve Mahaffey, President of the Wildwood Homeowners' Association, met with the Commission to ask what the status of the cease and desist with the Sundowner Gun Range that is due to expire soon. Prosecuting Attorney, Jason Wharton, told him the Commission will have no comment on that until they talk to the attorney representing them in the lawsuit that has been filed against them.

At 10:16 A.M., the County Commission went into Executive Session with Marty Seufer, County Administrator and Jason Wharton, Prosecuting Attorney under WV Code Chapter 6, Article 9A-4 of 1931, Attorney/Client Privilege. They adjourned said Session at 10:45 A.M. (Order A/1230)


ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/1228, A/1229, A/1230, M/2657, M/2658, M/2659 and M/2660

Having no further scheduled appointments or business to attend to, the County Commission officially adjourned at 11:21 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

To listen to this meeting, please refer to DVD labeled January 13, 2014.

Wood County Commission Meeting
Held January 13, 2014

Please Print

1.	Greg Smith	Larrobe Street
2.	Steve Mahaffey	Wildwood Residents Assoc
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Wood County Commission Agenda

1/13/2014

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 AM	Administrator's Report	Marty Seufer, County Administrator
	Announce vacancy on the Wood County Alternative Transportation System Council and consider putting J.B. Skidmore, WVU-P in nomination Announce vacancy on the Parkersburg/Wood County Convention and Visitors Bureau and consider putting Patsy Hardy in nomination	
	County Commissioners' Reports	

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

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

Exhibit 1

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

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials

JANUARY 13, 2014

4/13/14
70/418

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$2,414.30 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE DIVISION OF CRIMINAL JUSTICE ASSISTANCE GRANT NUMBER 13-VA-036.


ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of two thousand four hundred fourteen dollars and thirty cents (\$2,414.30) which represents reimbursement to Wood County for expenses incurred during the month of October, 2013, in regard to the Strategic Prevention Framework State Incentive Grant Number 13-VA-036. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 70, at Page 390 and bearing the date of November 18, 2013, at which time Wayne Dunn, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2657

1/13/14
70/419

JANUARY 13, 2014

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$37,463.13 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE WV DIVISION OF CRIMINAL JUSTICE ASSISTANCE GRANT NUMBER 14-CC-09.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of thirty-seven thousand four hundred sixty-three dollars and thirteen cents (\$37,463.13) which represents reimbursement to Wood County for expenses incurred during the month of November, 2013, in regard to the West Virginia Division of Criminal Justice Assistance Grant Number 14-CC-09. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 70, at Page 406 and bearing the date of December 16, 2013, at which time Wayne Dunn, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2658

1/13/14

70/419

JANUARY 13, 2014

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A RESOLUTION THAT AUTHORIZED WAYNE DUNN, AS PRESIDENT, TO EXECUTE THE GRANT CONTRACT IN REGARD TO THE GOVERNOR'S COMMUNITY PARTNERSHIP GRANT PROGRAM FOR THE FRIENDS OF MOUNTWOOD PARK.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch and made unanimous by Wayne Dunn, did hereby EXECUTE a RESOLUTION that hereby AUTHORIZES Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Grant Program Contract in regard to the Governor's Community Partnership Grant Program application for the Friends of Mountwood Park Upgrade Project (#13LEDA0740) in the amount of seven thousand five hundred dollars and zero cents (\$7,500.00).

Pertinent documentation pertaining to the aforementioned Governor's Community Partnership Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2659

1/13/14
70/419

JANUARY 13, 2014

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE WAYNE DUNN, AS PRESIDENT, TO EXECUTE THE REQUEST FOR PAYMENT IN REGARD TO THE GOVERNOR'S COMMUNITY PARTICIPATION GRANT PROGRAM FUNDING FOR COMMUNITY RESOURCES. SAID REQUEST IS IN THE AMOUNT OF \$297.00

ORDER

On this date, the County Commission of Wood County, upon a motion made by Stephen Gainer, seconded by David Blair Couch, and made unanimous by Wayne Dunn, did hereby authorize Wayne Dunn, in his official capacity as President and on behalf of the County Commission, to EXECUTE the Request for Payment in regard to the GOVERNOR'S COMMUNITY PARTICIPATION GRANT PROGRAM funding in the amount of two hundred ninety-seven dollars and zero cents (\$297.00) allocated to Community Resources (#12LEDA0242).

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

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

M/2660

JANUARY 13, 2014

1/13/14
78/419

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

RESOLUTION

WHEREAS, The State of West Virginia is sponsoring the Governor's Community Partnership Grant Program; and

WHEREAS, the Governor's Community Partnership Grant Program is designed to provide assistance to Counties and Municipalities in West Virginia to address economic development projects; and

WHEREAS, the County Commission of Wood County is an eligible applicant; and

WHEREAS, the Wood County Commission possesses certain economic development needs which would qualify it for participation in the Governor's Community Partnership Grant Program; and,

WHEREAS, the County Commission of Wood County has reviewed the contract for the listed grant project and accepts the conditions therein,


NOW THEREFORE, BE IT RESOLVED, that Wayne Dunn, in his official capacity as President, is **AUTHORIZED** to execute the Request for Payment in regard to the Governor's Community Partnership Program application for the following project:

COMMUNITY RESOURCES (#12LEDA0242) - \$297.00


RESOLVED this 13TH day of **JANUARY, 2014**.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

Certified to be a true copy of a Resolution adopted at a regular meeting of the County Commission of Wood County held on January 13, 2014.


Mark Rhodes, County Clerk

GOVERNOR'S COMMUNITY PARTNERSHIP GRANT PROGRAM

FINANCIAL REPORT/REQUEST FOR REIMBURSEMENT

TO: West Virginia Development Office
 Building 6, Room 553
 1900 Kanawha Boulevard, East
 Charleston, WV 25305-0311
 304-558-4010

FROM: **Wayne Dunn, President**
 Name and Title
County Commission of Wood County
 Grantee
1 Court Square, Suite 203
 Address
Parkersburg, WV 26101
 City State Zip
(304) 424-1984
 Telephone Number
seufer@woodcountywv.com
 Email Address

A progress report **MUST BE PROVIDED** with this Request for Payment as indicated below. Progress reports will be filed in the West Virginia Development Office and available for inspection.

PROJECT TITLE: Community Resources Grant No.: 13-777 Project No: 12LEDA0242

PERIOD COVERED BY THIS DOCUMENT: March 1, 2013 TO: January 1, 2014

DOCUMENT NUMBER: 2 PERCENT OF WORK COMPLETED ON PROJECT: 19%
 IF MORE THAN 90% OF GRANT, SUBMIT CERTIFICATION OF COMPLETION.

Bidding shall be pursued for all projects: Three written bids required if project exceeds \$2,500.00; competitive bids, with affidavit of publication of Class II legal ad, required if project exceeds \$25,000.00 (West Virginia Code §59-3). Attach copies of requests for bids or legal ad and affidavit of publication, along with copies of all bids received. Requests for bids and legal ads must include reference to prevailing wage requirement for construction projects. The West Virginia Division of Labor requires payment of state prevailing wages for all construction, regardless of cost (West Virginia Code §21-5A).

CERTIFY THAT BIDDING REGULATIONS WERE FOLLOWED: Y (Y/N)
CERTIFY THAT STATE PREVAILING WAGES APPLIED TO CONSTRUCTION PROJECT(S): Y (Y/N)

COST CATEGORIES	APPROVED BUDGET AMOUNT	AMOUNT REQUESTED TO DATE	AMOUNT REQUESTED THIS DRAW	TOTAL AMOUNT REQUESTED	AMOUNT DISBURSED TO DATE	ATTACHED DOCUMENTS REQUIRED
Construction Improvements:						Legal Ad
Materials, Supplies, Equipment:	\$2,500.00	\$186.00	\$297.00	\$483.00	\$186.00	Request for Bids
Other:						Copies of Bids
	\$2,500.00	\$186.00	\$297.00	\$483.00	\$186.00	

PROGRESS REPORT: REQUEST FOR PAYMENT WILL NOT BE PROCESSED WITHOUT PROGRESS REPORT.
 As per attached, ID's were acquired for homeless individuals.

I certify costs claimed by this report are correct and just and based upon actual requirements; that work and services are in accordance with the approved project agreement; and that work and services are satisfactory and consistent with the amount claimed. Supporting documents are attached to verify costs claimed and are available locally for audit and inspection. City, county or other direct recipients of funds are not involved in any court litigation or lawsuit involving any applicable laws contained in the grant contract.



 MAYOR OR COUNTY COMMISSION PRESIDENT
 ORIGINAL SIGNATURE REQUIRED
 (PLEASE USE BLUE INK)

Monday, January 13, 2014

 DATE

JANUARY 13, 2014

4/13/14
70/420

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED A VACANCY ON THE WOOD COUNTY ALTERNATIVE TRANSPORTATION SYSTEM COUNCIL. THEY ALSO PUT J.B. SKIDMORE IN NOMINATION.

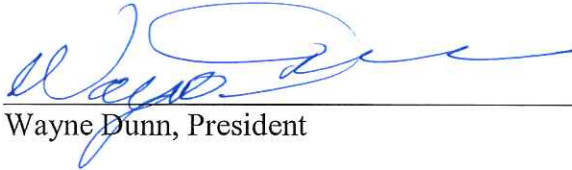
ORDER

The County Commission of Wood County, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and made unanimous by David Blair Couch, announced a vacancy on the Wood County Alternative Transportation System Council. Said vacancy is due to the Dr. Tabitha Anderson is no longer at WVU-P. Said vacancy is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities. The term will be for two (2) years and will expire July 15, 2015.

The County Commission, upon a motion made by Wayne Dunn, seconded by Stephen Gainer and mad unanimous by David Blair Couch, at the request of WVU-P President Marie Gnage, put J.B. Skidmore in nomination.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner

4/13/14
70/420

JANUARY 13, 2014

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A VACANCY EXISTS ON THE PARKERSBURG/WOOD COUNTY CONVENTION AND VISITORS BUREAU. THEY ALSO PLACED PATSY HARDY IN NOMINATION.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, announced that a vacancy exists on the Parkersburg/Wood County Convention and Visitors Bureau. Said vacancy is due to the fact that the term of Patsy Hardy expired on December 31, 2013. The vacancy is pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities. The new term will expire December 31, 2014.

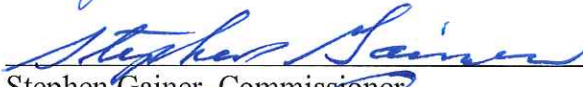
The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, placed Patsy Hardy in nomination for reappointment.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Wayne Dunn, President



Stephen Gainer, Commissioner



David Blair Couch, Commissioner

1/16/14
70/428

JANUARY 16, 2014
NUNC PRO TUNC JANUARY 13, 2014

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 13th day of January, 2014, at 10:16 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by Stephen Gainer and made unanimous by Wayne Dunn, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION for Attorney/Client Privilege:


WHEREUPON, the said Stephen Gainer, one of the Commissioners, David Blair Couch, President of said Commission, and Wayne Dunn, Commissioner met with Marty Seufer, County Administrator and Jason Wharton, Prosecuting Attorney.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by the West Virginia Code Chapter 6, Article 9A-4 of 1931, Attorney/Client Privilege.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:45 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Wayne Dunn, President


Stephen Gainer, Commissioner


David Blair Couch, Commissioner