

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, DECEMBER 7, 2015

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

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

The County Commission, upon a motion duly made, seconded and passed, approved minutes of November 2, 5, 9, 2015.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., made various appointments to various boards as shown below:

The County Commission reappointed Jean Ambrose, Peggy Squires and Amy File to the Wood County Parks and Recreation Commission (Mountwood Park). (Order A/1560)

The County Commission reappointed Jack Dunn, Henry "Bud" Williams and Karen Stordahl to the Wood County Veterans Park Advisory Board. (Order A/1561)

The County Commission reappointed Cynthia Ruble to the Wood County Historic Landmarks Commission. (Order A/1562)

The County Commission reappointed Patsy Hardy to the Parkersburg/Wood County Convention and Visitors Bureau. (Order A/1563)

The County Commission appointed Williamstown Mayor Jean Ford and Parkersburg Mayor Jimmy Colombo to the Wood County Development Authority. (Order A/1564)

Jean Grapes, Vice President of the House to Home requested a donation of \$5,000.00. Copy of request is attached to these minutes.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/1560, A/1561, A/1562, A/1563, A/1564

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:21 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



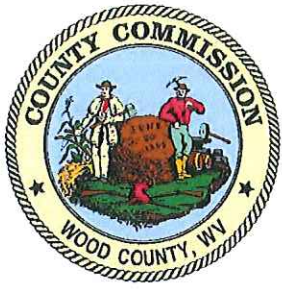
Robert K. Tebay, Commissioner

To listen to this meeting, please refer to DVD labeled December 7, 2015.

Wood County Commission Meeting
Held December 7, 2015

Please Print

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Wood County Commission
Agenda

12/07/2015

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Announce vacancies and consider nominations and appointments to Wood County Development Authority	
	Consider appointments to Wood County Parks and Recreation Commission (Mountwood Park)	
	Consider nomination and appointments to Wood County 911 Advisory Board	
	Consider appointments to Veterans Park Advisory Committee	
	Consider appointment to Wood County Historic Landmarks Commission	
	Consider nominations to Wood County Planning Commission	
	Consider nomination to Lubeck Public Service District	
	Consider appointment to Parkersburg/Wood County Convention and Visitors Bureau	
	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 I

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

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials



House to Home
Parkersburg Area Coalition
For the Homeless, Inc.
P. O. Box 1045
413 8th Street
Parkersburg, WV 26101

Walt Auvil, President
Jean Grapes, Vice President
Michele Rusen, Secretary
Erica Cameron, Treasurer
Brenda Brum, Board Member
Kay Dunn, Board Member
Tandra Mays, Board Member
Kim Bock Wilson, Board Member
Emily Grafton, Board Member
Jessy Towner, Director of Operations

November 18, 2015

Wood County Commission
Wood County Courthouse
Parkersburg, WV 26101

Dear Commissioners Gainer, Couch and Tebay:

On behalf of the Board of Directors of the *House to Home* shelter facility, I am writing to you about the services we provide to homeless people and others in need in our community.

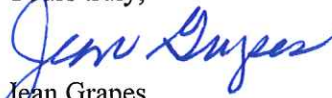
House to Home is located at 413 Eighth Street in Parkersburg. *House to Home* has been in operation since 2004, and we now operate from our own building after relocating from Market Street in 2007. This shelter facility is open six days per week to provide a place for homeless persons to shower, wash clothes, find food and clothing and other assistance. While we do not provide sleeping facilities, we do offer a place during daytime hours when other shelters are typically closed. *House to Home* is the only facility in the area that provides a place for our clients to go during the daytime to take care of their daily needs. By providing a place for our clients, they are not forced to seek shelter in public places such as the library, the courthouse or local restaurants. These services not only are beneficial to our clients, but also to our community.

In August 2013, we hired a full-time Executive Director rather than continuing to rely upon volunteer assistance in the day-to-day operations of the shelter. This step allowed us to improve our services, and to provide stability for our program.

House to Home offers important and much needed services to this area's homeless. While our program operates on a very modest budget to assist those in need, we cannot do it alone. The Wood County Commission has a record of supporting community programs. You were instrumental last year in helping us to convince the City of Parkersburg to match the county's donation of \$5000 for our program. We are again requesting a donation of \$5000 from the Commission to help defray our annual expenses and to keep our doors open.

We would be happy to present this request to the Commission at the appropriate time and place and to answer any questions about our program. Please feel free to contact me at any time with any questions or concerns. I can be reached at (304) 485-1643. Thank you in advance for your consideration of our organization.

Yours truly,


Jean Grapes
Vice President

House to Home making a difference

By JEFF BAUGHAN

jbaughan@newsandsentinel.com

PARKERSBURG — Stepping through the door of House to Home's Eighth Street location, one hears the sounds of conversation coming from a front room. In one corner, Jessy Towner, Director of Operations at day-time homeless shelter, speaks with a potential donor via a phone call. In one chair, sits Judy Bonser of New Hope Baptist Church of Vienna, waiting to present the shelter with a check from a fundraiser.

Bonser is taken for a quick tour of the downstairs and presents Towner and House to Home board member Brenda Brum with the check after the trio speak inside the laundry facilities.

"The money is going to be used daily, winter time expenses," Towner said. "We're here everyday, all

year. But once the holidays come through and people give donations, January through October, we're on our own again."

Although it's not the official beginning of the season of giving, House to Home and other homeless shelters and charities greatly rely on donations throughout the year.

"We take food, warm blankets, warm clothes, winter wear like warm socks, hats, gloves, boots," she said as touched each finger of a hand as she named her list. "Stuff people take for granted is not taken for granted here. Nothing has to be new."

"It can be, but the people here don't really care if it's used. All they really care about is it usable. We've unfortunately found ourselves at times, a dumping ground for left over yard sale items," she said.

■ SEE HOME, PAGE 7A



Photo by Jeff Baughan

Jessy Towner, director of operations at House to Home in Parkersburg center, and Brenda Brum, left, who is a board member at House to Home speak with Judy Bonser of New Hope Baptist Church, which presented financial donation Wednesday.

HOME

CONTINUED FROM PAGE 6A

House to Home is a day shelter. It is open six days a week from 8 a.m.-3 p.m., Monday through Saturday. Towner said an extra evening hour is going to be added within the month.

Towner stated 50-60 people visit House to Home a day, on the average. "We're not overnight



12/7/15
71/144

DECEMBER 7, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT VACANCIES
EXIST ON THE WOOD COUNTY DEVELOPMENT
AUTHORITY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by Stephen Gainer, announced that vacancies exist on the Wood County Development Authority. Said vacancies are due to the removal/resignation of Karl Boelter, Steven Miller, Eric Ritchie and Bob Stephens. The unexpired terms expire December 31, 2016.

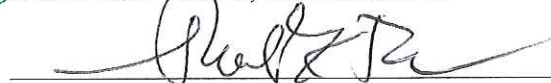
Said vacancies are pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

A/1559

12/7/15
21/144

DECEMBER 7, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED JEAN
AMBROSE, PEGGY SQUIRES AND AMY FILE TO THE WOOD
COUNTY PARKS AND RECREATION COMMISSION
(MOUNTWOOD PARK).

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, reappointed Jean Ambrose, Peggy Squires and Amy File to the Wood County Parks and Recreation Commission (Mountwood Park). Said appointments are pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities. The new terms will expire December 16, 2018.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

A/1560

12/7/15

71/144

DECEMBER 7, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED JACK DUNN,
HENRY "BUD" WILLIAMS AND KAREN STORDAHL TO THE
WOOD COUNTY VETERANS PARK ADVISORY BOARD.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer reappointed Jack Dunn, Henry "Bud" Williams and Karen Stordahl to the Wood County Veterans Park Advisory Board. Said appointment 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 terms will expire December 31, 2019.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

A/1561

12/3/15
71/144

DECEMBER 7, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED CYNTHIA RUBLE
TO THE WOOD COUNTY HISTORIC LANDMARKS
COMMISSION.

ORDER


On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, reappointed Cynthia Ruble to the Wood County Parks Historic Landmarks Commission. Said reappointment is due to the fact that Cynthia Ruble's term will expire December 31, 2010 and is further 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 13, 2020.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

A/1562

12/7/15
71/144

DECEMBER 7, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED PATSY HARDY
TO THE PARKERSBURG/WOOD COUNTY CONVENTION AND
VISITORS BUREAU.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, reappointed Patsy Hardy to the Parkersburg/Wood County Convention and Visitors Bureau. Said appointment 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. Ms. Hardy's term will expire December 31, 2016.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

A/1563

12-7-15
71/145

DECEMBER 7, 2015

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED MAYOR JEAN FORD
AND MAYOR JIMMY COLOMBO TO THE WOOD COUNTY
DEVELOPMENT AUTHORITY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by Stephen Gainer, appointed Williamstown Mayor Jean Ford and Parkersburg Mayor Jimmy Colombo to the Wood County Development Authority. Said nominations are due to Mayor Ford's term expiring on December 31, 2014 and former Parkersburg Mayor Bob Newell, resigning. The new terms will expire December 31, 2017.

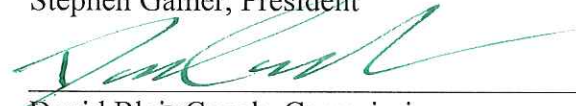
Said nominations are pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities.

APPROVED:

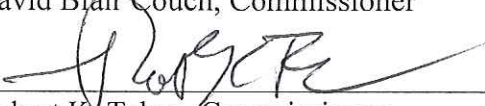
THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

A/1564

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6385	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	12/02/2015	143,606.03	

E-911 FUND Bank Id 107 Totals

143,606.03

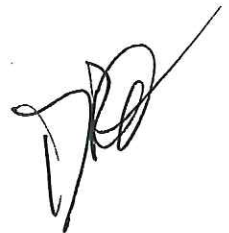
Report Totals

143,606.03

Handwritten signatures and initials in black ink, including a large signature and several initials.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1789	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	12/01/2015	237,359.56	
159187	ATOMS	ATOMS	VOID	12/01/2015	(340.00)	X
159331	LIFE	DEARBORN NATIONAL	REGULAR	12/01/2015	1,203.66	
159332	VISION	VISION SERVICE PLAN (WV)	REGULAR	12/01/2015	3,340.03	
159333	ATOMS	ATOMS	REGULAR	12/01/2015	308.02	
159334	BFS PETRO	BFS PETROLEUM	REGULAR	12/01/2015	98.00	
159335	BROWN W	WILLIAM M BROWN	REGULAR	12/01/2015	700.00	
159336	CRUM G	GWEN CRUM	REGULAR	12/01/2015	160.95	
159337	CWS	CWS	REGULAR	12/01/2015	598.75	
159338	DEATON'S	DEATON'S GARAGE	REGULAR	12/01/2015	545.86	
159339	DISH	DISH NETWORK	REGULAR	12/01/2015	87.01	
159340	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	12/01/2015	94.52	
159341	MABC	MID-ATLANTIC BUSINESS COMMUNICATIONS	REGULAR	12/01/2015	881.60	
159342	MID-OHIOV	MID-OHIO VALLEY TRAN AUTHORITY	REGULAR	12/01/2015	2,000.00	
159343	ODEPOT	OFFICE DEPOT	REGULAR	12/01/2015	53.30	
159344	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	12/01/2015	177,753.00	
159345	SAMS CLUB	SAM'S CLUB	REGULAR	12/01/2015	300.68	
159346	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	12/01/2015	12.72	
159347	STONEWALLRET	STONEWALL RETAIL MARKETING INC	REGULAR	12/01/2015	7,450.00	
159348	SWGRAPHIC	S/W RESOURCES	REGULAR	12/01/2015	220.00	
159349	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	12/01/2015	818.33	
159350	UNION WIL	UNION WILLIAMS PUBLIC SE	REGULAR	12/01/2015	55.05	
159351	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	12/01/2015	285.00	
159352	VERIZONW	VERIZON WIRELESS	REGULAR	12/01/2015	65.83	
159353	WESBANCO	WESBANCO	REGULAR	12/01/2015	50,000.00	




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6377	BFS PETRO	BFS PETROLEUM	REGULAR	12/01/2015	33.95	
6378	CAS CABLE	CAS CABLE	REGULAR	12/01/2015	500.00	
6379	DOMINIONH	DOMINION HOPE	REGULAR	12/01/2015	56.75	
6380	MSAG	MSAG LLC	REGULAR	12/01/2015	1,050.00	
6381	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	12/01/2015	199.00	
6382	SMC	SMC COMMUNICATIONS	REGULAR	12/01/2015	72.78	
6383	SUDDENLINKD	SUDDENLINK	REGULAR	12/01/2015	252.20	
6384	TESSCO	TESSCO TECHNOLOGIES	REGULAR	12/01/2015	358.33	
E-911 FUND Bank Id 107 Totals					2,523.01	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1091	STEPHNSA	STEPHENS AUTO CENTER	REGULAR	12/01/2015	25,535.00	

COAL SEVERANCE TAX Bank Id 201 Totals

25,535.00

Report Totals

513,034.88



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1791	IRS-PAY	INTERNAL REVENUE SERVICE	REGULAR	11/30/2015	86,724.85	
1792	CHILD	CHILD SUPPORT ENF DIV	REGULAR	11/30/2015	1,549.49	
1793	FSA	TASC	REGULAR	11/30/2015	3,058.25	
1794	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	11/30/2015	25,246.71	
1795	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	11/30/2015	522.37	
1796	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	11/30/2015	27,517.30	
1797	WV RETIRE	WV PUBLIC EMP RETIREMENT	REGULAR	11/30/2015	93,595.44	
159318	AMERICAN	AFLAC	REGULAR	11/30/2015	275.34	
159319	CONSECOLIFE	CONSECO LIFE INSURANCE COMPANY	REGULAR	11/30/2015	169.04	
159320	EQUITABLE	AXA EQUITABLE SALARY ALLOTMENT	REGULAR	11/30/2015	23.76	
159321	INGNATIONAL	VOYA FINANCIAL	REGULAR	11/30/2015	45.00	
159322	MOVUNITED	UNITED WAY ALLIANCE OF THE MOV INC.	REGULAR	11/30/2015	35.00	
159323	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	11/30/2015	3,075.83	
159324	PHEAA	PHEAA	REGULAR	11/30/2015	133.21	
159325	PUBLIC DE	ONE COMMUNITY FEDERAL CREDIT UNION	REGULAR	11/30/2015	15,564.00	
159326	TG	TG	REGULAR	11/30/2015	336.01	
159327	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	11/30/2015	1,295.78	
159328	WESTERNSO	WESTERN & SOUTHERN LIFE	REGULAR	11/30/2015	551.38	
159329	WESTFIELD	LINCOLN FINANCIAL GROUP	REGULAR	11/30/2015	62.00	
159330	WVLOAN	WV CONSOLIDATED PUBLIC RETIREMENT BOARD	REGULAR	11/30/2015	613.98	
PAYROLL FUND Bank Id 101 Totals					260,394.74	
Report Totals					260,394.74	