

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, MAY 5, 2016

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 and other correspondence.

The County Commission, upon a motion duly made, seconded and passed, approved an Erroneous Assessment Application in regard to real property for Carl F. Kirk.

James Stealey took his oath of office for the Wood County Commission on Crime, Delinquency and Correction.

Chris Hofmann's oath of office for the Wood County Planning Commission was put on record on this date.

AGENDA AND DISCUSSION ITEMS

At 9:33 A.M., the County Commission passed a Proclamation declaring May as Mental Health Awareness Month. (See attached Proclamation)

At 9:40 A.M., the County Commission approved the hiring of Austin Johnson as a telecommunicator at the 911 Center. Brenda Dye was sworn in as an employee in the County Clerk's Office.

At 9:58 A.M., the County Commission approved the hiring of Fred Jackson as a Security Officer for the Wood County Sheriff's Department.

At 10:00 A.M., Commissioner Couch read a Proclamation for Dan Carder Day. (See attached Proclamation)

At 10:19 A.M., the County Commission discussed the budget and the possibility of instituting a spending freeze of some type. After discussion, they agreed to require prior approval by the Commission of any purchase over \$500.00 through the end of the fiscal year.

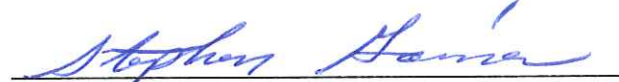
ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/3363-A, A/1608, A/1609

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:59 A.M.

APPROVED:

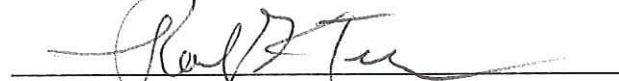
THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

To listen to this meeting, please refer to DVD labeled May 5, 2016.

Wood County Commission Meeting
Held May 5, 2016

Please Print

1. PAMELA SAUTER
2. Nancy Creighton
3. Shannon Hedrick
4. Michelle Curtis
5. Rick WOODYARD
6.
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Wood County Commission
Agenda

05/05/2016

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider Resolution proclaiming May as Mental Health Awareness Month	Nancy Creighton
	Discuss County finances	
	Consider Request to Hire - Austin Johnson as a Telecommunicator for the E-911 Center \$29,035.00/yr	
	Consider Request to Hire – Fred Jackson as a Court Security Officer for the Wood County Sheriff’s Department - \$11.00/hr	
	Administrator’s Report	Marty Seufer
	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, impropers 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

MAY 5, 2016

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE AN AMENDMENT
TO THE COUNTY PURCHASING POLICY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, did hereby AUTHORIZE an AMENDMENT to the Wood County Purchasing Policy adopted May 30, 2013 and Amended on June 2, 2014 and August 11, 2014. Said Amendment decreases the purchase ceiling from one thousand five hundred dollars and zero cents (\$1,500.00) to five hundred dollars (\$500.00) to be effective during the months of May and June, 2016. Prior approval by the County Commission is required for these purchases.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

A/1608

WOOD COUNTY 08:44:23 AM
Instrument No 8704359
Date Recorded 05/05/2016
Document Type 000
Pages Recorded 1
Book-Page 71-561

Mark Rhodes

MAY 5, 2016

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA


IN RE: THE COUNTY COMMISSION WAS MADE AWARE THAT JOHN ELLEM SHOULD BE REMOVED FROM THE WOOD COUNTY COMMISSION ON CRIME, DELINQUENCY AND CORRECTION. TERESA PICKENS HARPER SHOULD BE ADDED.

ORDER

On this date, the County Commission of Wood County was made aware of the removal of John Ellem from the Wood County Commission on Crime, Delinquency and Correction. Teresa Pickens Harper should be added. Jane Burdette, by email, informed the Commission of these changes.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

A/1609

Mark Rhodes
WOOD COUNTY 08:48:21 AM
Instrument No 8704361
Date Recorded 05/05/2016
Document Type CDD
Pages Recorded 1
Book-Page 71-562

MAY 5, 2016

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE
PURCHASE OF A ROAD SIGN FOR PORTER DRIVE.

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 Robert K. Tebay, did hereby AUTHORIZE the purchase of a road sign for PORTER DRIVE. Said sign was requested by James W. Steeves, 504 Porter Drive, Parkersburg, West Virginia.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



Stephen Gainer, President



David Blair Couch, Commissioner



Robert K. Tebay, Commissioner

M/3363-A

Mark Rhodes
WOOD COUNTY 08:51:05 AM
Instrument No 8704364
Date Recorded 05/05/2016
Document Type ODD
Pages Recorded 1
Book-Page 71-563

*Office of the County Commission of Wood County
West Virginia*

Commissioners
Stephen Gainer
David Blair Couch
Robert K. Tebay



No. 1 Court Square
Suite 203
Parkersburg, WV 26101
Phone 304-424-1984

May 5, 2016

PROCLAMATION

WHEREAS, mental health is essential to everyone's overall health and well-being; and

WHEREAS, all Americans experience times of difficulty and stress in their lives; and

WHEREAS, prevention is an effective way to reduce the burden of mental illnesses; and

WHEREAS, there is a strong body of research that supports specific tools that all Americans can use to better handle challenges, and protect their health and well-being; and

WHEREAS, mental illnesses are real and prevalent in our nation; and WHEREAS, with early and effective treatment, those individuals with mental illnesses can recover and lead full, productive lives; and

WHEREAS, each business, school, government agency, healthcare provider, organization and citizen shares the burden of mental illnesses and has a responsibility to promote mental wellness and support prevention efforts.

THEREFORE, we the Wood County Commission, do hereby proclaim May 2016 as Mental Health Month in Wood County, West Virginia. As the Wood County Commissioners, we also call upon the citizens, government agencies, public and private institutions, businesses and schools in Wood County to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental illnesses at all stages, and especially before stage 4.

IN WITNESS WHEREOF, we have hereunto set our hand this 5th day of May, in the year of our Lord two thousand sixteen.


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

*Office of the County Commission of Wood County
West Virginia*

Commissioners
Stephen Gainer
David Blair Couch
Robert K. Tebay



No. 1 Court Square
Suite 203
Parkersburg, WV 26101
Phone 304-424-1984

May 5, 2016

PROCLAMATION

WHEREAS, Dan Carder is the director of West Virginia University's Center for Alternative Fuels, Engines and Emissions (CAFEE), a non-profit research center focusing on emission testing and reduction and alternative fuels; and

WHEREAS, Dan Carder and his research team reported that American consumers had been intentionally deceived by the world's largest auto manufacturer Volkswagen, for many years, igniting a scandal that would soon change the way emissions testing is performed; and

WHEREAS, the evidence presented was confirmed by the United States Environmental Protection Agency and showed that Volkswagen was cheating on U.S. vehicle emissions tests regarding the levels of environmental pollution; and

WHEREAS, Volkswagen brazenly admitted to fitting millions of their vehicles with modifying software in order to improve results of emissions tests; and

WHEREAS, Dan Carder has become an internationally-known name in the global auto industry and is credited for exposing the deliberate environmental fraud by the German auto manufacturer, resulting in the resignation and suspension of several high ranking executives, plummeting stocks and sales, and billions of dollars in costs and penalties; and

WHEREAS, Dan Carder was named by Time Magazine as one of the 100 Most Influential People in the World; and


WHEREAS, Dan Carder, son of Helen Carder and the late Dick Carder, is a native of Mineral Wells, West Virginia, having attended Parkersburg South High School, holds a bachelor's and master's degree from West Virginia University's Statler College of Engineering, and has completed his requirements for his Ph.D.

NOW, THEREFORE, BE IT PROCLAIMED, that the County Commission of Wood County, does hereby PROCLAIM Friday, May 6, 2016, as "Dan Carder Day" in Wood County.

Signed in the historic Wood County Courthouse on the 5th day of May, 2016 in Parkersburg, Wood County, West Virginia:


Stephen Gainer, President


David Blair Couch, Commissioner


Robert K. Tebay, Commissioner

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Description

37.8X75.32X44.78X75 WV
HWY RT 68 (3097 SQ FT)

Tax Ticket: **4508**

Tax Year: **2015**

Upon the application of **KIRK CARL F** whose address is **1011 LENORE ST PARKERSBURG, WV 26101-6162** aggrieved by an erroneous assessment in HARRIS District (02) Map 450 Parcel 00O30000, in the County of Wood, for the **2015** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2015** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

THIS PARCEL WAS SOLD TO ROGER SMITH AND INCLUDED IN PARCEL O.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2015	BILLING	3	1.34	2.208400	3	60
05/02/2016	PENDING EXONERATION	3	-1.34	2.208400	3	0
			Adjusted Net Taxes			Adjusted Net Value
			0.00			60

Map 450 Parcel 00O30000

 Taxpayer	 Prosecutor	 Assessor
 Commissioner	 County Commission President	 Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on MAY 5, 2016

RECEIVED
MAY 02 2016
County Administrator



Mark Rhodes
WOOD County 08:52:36 AM
Instrument No 8704365
Date Recorded 05/05/2016
Document Type CDD
Pages Recorded 1
Book-Page 71-564

By: Teresa Murray

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
160142	ACADEMYGL	ACADEMY GLASS	REGULAR	05/03/2016	51.84	
160143	ASTORGDODGE	ASTORG DODGE CHRYSLER JEEP	REGULAR	05/03/2016	55.97	
160144	BADGERLUM	BADGER LUMBER	REGULAR	05/03/2016	34.43	
160145	BAILEY IN	BILL BAILEY INSURANCE AGENCY	REGULAR	05/03/2016	15,860.87	
160146	BAKER L	LYNDE BAKER	REGULAR	05/03/2016	211.75	
160147	BIG A MUF	BIG A MUFFLER	REGULAR	05/03/2016	135.00	
160148	BROWN ASP	BROWN ASPHALT PAVING COMPANY, INC .	REGULAR	05/03/2016	300.00	
160149	CARLIN'S	CARLIN'S BATTERY D	REGULAR	05/03/2016	500.00	
160150	CARQUEST	CARQUEST	REGULAR	05/03/2016	586.69	
160151	CM&I PROD	CM&I PRODUCTS, INC.	REGULAR	05/03/2016	44.46	
160152	CRUM G	GWEN CRUM	REGULAR	05/03/2016	201.96	
160153	CWS	CWS	REGULAR	05/03/2016	576.36	
160154	DEBARR	DEBARR TRUCKING CO. INC.	REGULAR	05/03/2016	1,757.45	
160155	DISH	DISH NETWORK	REGULAR	05/03/2016	94.43	
160156	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	05/03/2016	19.50	
160157	HEAVENLY HAM	THE HONEY BAKED HAM COMPANY	REGULAR	05/03/2016	157.02	
160158	LOWES	LOWE'S COMPANIES, INC.	REGULAR	05/03/2016	2,661.27	
160159	MABC	MID-ATLANTIC BUSINESS COMMUNICATIONS	REGULAR	05/03/2016	881.60	
160160	MATHENY M	MATHENY MOTOR TRUCK CO	REGULAR	05/03/2016	9.76	
160161	MYERS SEP	MYERS SEPTIC	REGULAR	05/03/2016	170.00	
160162	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	05/03/2016	81.00	
160163	NSA	NATIONAL SHERIFFS' ASSOCIATION	REGULAR	05/03/2016	112.00	
160164	ODEPOT	OFFICE DEPOT	REGULAR	05/03/2016	98.58	
160165	P-WCVCB	GREATER PARKERSBURG CONVENTION & VISITORS	REGULAR	05/03/2016	20,677.35	
160166	PARKSHARD	PARKS HARDWARE & SUPPLY	REGULAR	05/03/2016	14.97	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
160167	PCM-G	PCMG	REGULAR	05/03/2016	925.91	
160168	PSHS A	PARKERSBURG SOUTH HIGH SCHOOL ATHLETICS	REGULAR	05/03/2016	2,500.00	
160169	RICOH	RICOH USA INC	REGULAR	05/03/2016	248.22	
160170	SAMS CLUB	SAM'S CLUB	REGULAR	05/03/2016	557.64	
160171	SMITH JODI	JODI SMITH	REGULAR	05/03/2016	468.76	
160172	SUTPHIN	CINDY A. SUTPHIN	REGULAR	05/03/2016	168.75	
160173	UNION WIL	UNION WILLIAMS PUBLIC SE	REGULAR	05/03/2016	14.28	
160174	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	05/03/2016	740.00	
160175	VALLEY SU	VALLEY SUPPLY COMPANY	REGULAR	05/03/2016	59.55	
160176	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	05/03/2016	17,679.00	
GENERAL FUND Bank Id 101 Totals					68,1656.37	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6493	DIRECTV	DIRECTV	REGULAR	05/03/2016	7.42	
6494	SMC	SMC COMMUNICATIONS	REGULAR	05/03/2016	71.95	
6495	TESSCO	TESSCO TECHNOLOGIES	REGULAR	05/03/2016	159.97	
E-911 FUND Bank Id 107 Totals					<u>239.34</u>	

Two handwritten signatures in black ink, one above the other, located in the lower right quadrant of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3271	MOVDRC	MID-OHIO VALLEY DAY REPORT CENTER	REGULAR	05/03/2016	1,726.50	
HOME CONFINEMENT Bank Id 108 Totals					<u>1,726.50</u>	

Two handwritten signatures in black ink are present in the lower right quadrant of the page. The first signature is larger and more stylized, while the second is smaller and appears to be initials.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6252	MONPOWER	MON POWER	REGULAR	05/03/2016	742.61	
6253	ODEPOT	OFFICE DEPOT	REGULAR	05/03/2016	411.68	
6254	RICOH	RICOH USA INC	REGULAR	05/03/2016	177.22	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					<u>1,331.51</u>	

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5289	MOVDRC	MID-OHIO VALLEY DAY REPORT CENTER	REGULAR	05/03/2016	352.50	
TEEN DRUG COURT Bank Id 177 Totals					<u>352.50</u>	
Report Totals					<u>72,306.22</u>	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1920	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	05/02/2016	239,643.50	
1921	DENTAL	RENAISSANCE	REGULAR	05/02/2016	1,017.06	
160140	LIFE	DEARBORN NATIONAL	REGULAR	05/02/2016	1,250.48	
160141	VISION	VISION SERVICE PLAN (WV)	REGULAR	05/02/2016	3,305.65	
GENERAL FUND Bank Id 101 Totals					245,216.69	
Report Totals					245,216.69	

STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO -WIT:

I, CHRIS HOFMANN, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the office of WOOD COUNTY PLANNING COMMISSION in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.



Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 3 day
of May, 2016.



County Commission of Wood County

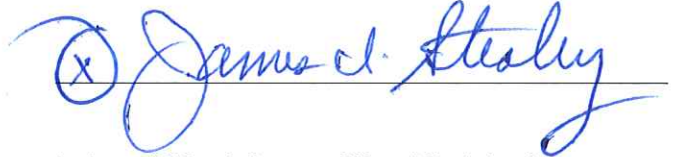


Mark Rhodes
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Instrument No 8703285
Date Recorded 05/02/2016
Document Type COO
Pages Recorded 1
Book-Page 71-541

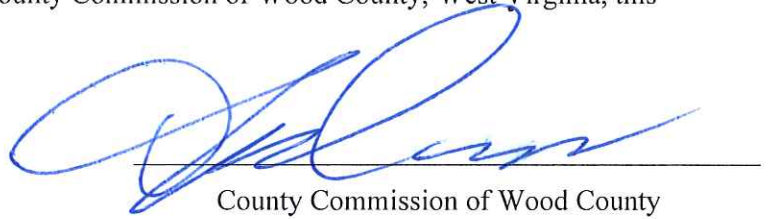
STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO -WIT:

I, James Stealey, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the office of the Wood County Commission on Crime, Delinquency and Correction in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.

 James Stealey

^{5th} Subscribed and sworn to, before the County Commission of Wood County, West Virginia, this
day of MAY, 2016.


County Commission of Wood County

Mark Rhodes
WOOD County 08:42:38 AM
Instrument No 8704357
Date Recorded 05/05/2016
Document Type 000
Pages Recorded 1
Book-Page 71-560