

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, AUGUST 3, 2017

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

The County Commission, upon a motion duly made, seconded and passed, approved minutes of July 17, 20 and 31, 2017.

The County Commission, upon a motion duly made, seconded and passed, approved an Erroneous Assessment Application in regard to real estate. Copy is attached to these minutes.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission met with Attorney Dan Marshall. Mr. Marshall updated the Commission on the meeting of the Wood County Building Commission. He stated they were going to engage Roger Hunter from Bowles Rice to represent them as bond counsel for the refinancing of the Wood County Justice Center.

At 9:32 A.M., the County Commission, upon a motion duly made, seconded and passed, approved the poll worker lists for the State Special Election to be held October 7, 2017. (Order A/1799)

At 9:40 A.M., Rick Woodyard, E-911 Telecommunications Director, met with the County Commission to discuss quotes he received for a building to be constructed at the E-911 Center.

At 9:50 A.M., the County Commission, upon a motion duly made, seconded and passed, approved a new contract with Vision Service Plan for employee vision insurance. (Order M/3720)


ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/3718, M/3719, M/3720, A/1797, A/1799, A/1805

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:20 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled August 3, 2017.

Wood County Commission Meeting
Held August 3, 2017

Please Print

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Wood County Commission
Agenda

8/3/2017

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Report on Wood County Building Commission	Dan Marshall
	Approve Poll Worker list	Mark Rhodes, County Clerk
	Administrator's Report	Marty Seufer, 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

AUGUST 3, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE WOOD COUNTY COURTHOUSE AND ITS OFFICES WILL
CLOSE AT 12:00 P.M. ON FRIDAY, AUGUST 18, 2017 DUE TO
PARKERSBURG HOMECOMING EVENTS.

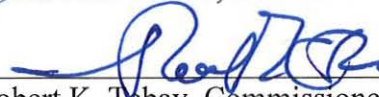
ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo, and made unanimous by Robert K. Tebay, did hereby did hereby ORDER that the Wood County Courthouse and its offices will close at 12:00 P.M. on Friday, August 18, 2017 due to Parkersburg Homecoming events.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

M/3718-Closing for Homecoming

Mark Rhodes
WOOD County 10:14:31 AM
Instrument No 8759656
Date Recorded 08/03/2017
Document Type CDO
Pages Recorded 1
Book-Page 73-517

AUGUST 3, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE
CLOSING OF FORT BOREMAN HISTORICAL PARK AT 5:00 PM
ON AUGUST 19, 2017.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo, and made unanimous by Robert Tebay, did hereby AUTHORIZE the closing of The Fort Boreman Historical Park at 5:00 pm on August 19, 2017. Said closing is upon the request of The West Virginia State Fire Marshall. The Parkersburg Homecoming Committee will be sponsoring a fireworks display on the evening of August 19, 2017. The park will re-open with normal hours on August 20, 2017.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3719

Mark Rhodes
WOOD County 10:16:21 AM
Instrument No 8759657
Date Recorded 08/03/2017
Document Type CDD
Pages Recorded 1
Book-Page 73-518

AUGUST 3, 2017

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
CONTRACTUAL AGREEMENT FOR VISION CARE INSURANCE

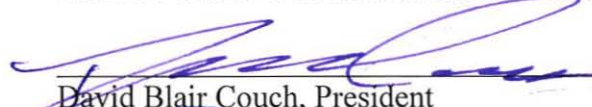
ORDER

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 James E. Colombo, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Contractual Agreement for Employee Vision Care Insurance with VSP Vision Care.

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

APPROVED:

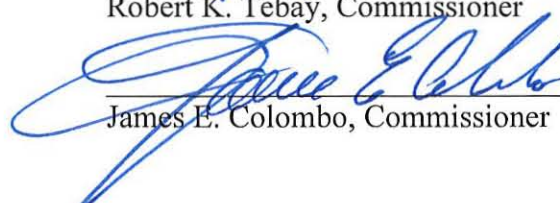
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3720



June 29, 2017

Marty Seuffer
Wood County Commissioners
1 Court Sq
Parkersburg, WV 26101

Re: Wood County Commissioners 12023866 / September 1, 2017 Revised Renewal Notification

Dear Mr. Seuffer:

Thank you for being a VSP® Vision Care customer. We put your employees first and guarantee their satisfaction. As the only national not-for-profit vision company, VSP gives you:

- Lowest Employee Out-of-Pocket
- Reduced Healthcare Costs
- 50% off Hearing Aids and Devices through our Partnership with TruHearing
- Primary Eyecare – Provides **medical and urgent eyecare** beyond the regular VSP vision care benefit with just a \$20 copayment – no limit on visits!

Wood County Commissioners has been a valued VSP client since September 1, 1991 and we currently cover 202 members. The plan offered is VSP's Choice Plan B which allows for an examination and lens once every service year, and frames once every other service year with a \$10 exam and \$15 materials copayment.

To continue VSP's program for this next policy, sign and return the Renewal Agreement to me by e-mail at victoria.mclallen@vsp.com or fax to 916-463-3929 by August 1, 2017. Please consider VSP your long-term partner in helping you maximize your benefit dollars.

Cordially,

Victoria McLallen
Client Manager

cc: Kris Davis
Schwendeman Agency, Inc.

RENEWAL AGREEMENT

Group Name/Number: **Wood County Commissioners / 12023866**

Current Plan Design

Plan Type: Choice - B
Frequency: 12/12/24
Copay: \$10 exam / \$15 materials
RFA & ECL Allowance: \$140 & \$140
Lens Enhancements: Progressive
Current Administrative Fee: \$7.34/\$25.11
Renewal Administrative Fee: \$7.93/\$27.12


Open AccessSM Allowances: Examination up to \$45, Single Vision up to \$30, Lined Bifocal up to \$50, Lined Trifocal up to \$65, Lenticular up to \$100, Frame up to \$70, Elective Contact Lenses up to \$105 & Necessary Contact Lenses \$210.

Renewal Options:

☐ Renew with current plan design - \$10/\$15 copay

Contract Period for all Options: September 1, 2017 through August 31, 2019

To renew your contract and maintain continuous service, please choose the option that best meets your needs, sign and return the Renewal Agreement by e-mail to: victoria.mclallen@vsp.com, or fax to: 916-463-3929 by August 1, 2017. VSP will produce your renewal contract when we have received the Signed Renewal Agreement. Please review the new contract carefully, since some of the provisions may have changed from your prior contract. Additionally, please keep a copy of this Renewal Agreement and accompanying letter, given that they serve as your Notice of Renewal.

By: 
Title: President
Date: August 3, 2017

cc: Kris Davis
Schwendeman Agency, Inc.

Mark Rhodes
Wood County 10:17:52 AM
Instrument No 8759659
Date Recorded 08/03/2017
Document Type CDD
Pages Recorded 3
Book-Page 73-519

AUGUST 3, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF THE
APPROVAL OF THE REQUEST FOR REVISION TO APPROVED
BUDGET IN REGARD TO REVISION NO. 1 IN THE GENERAL
COUNTY FUND BUDGET FOR THE FISCAL YEAR 2017/2018.

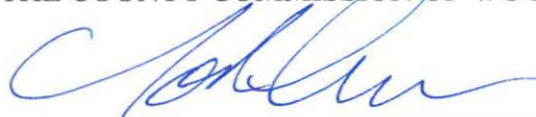
ORDER

On this date, the County Commission of Wood County was in receipt of the Approval of the Request for Revision to Approved Budget from the West Virginia State Auditor, Chief Inspector Division, Charleston, West Virginia, in regard to Revision No. 1 in the General County Fund budget for the fiscal year 2017/2018. Receipt of said Approval is pursuant to an Order appearing in Order Book 71, at Page 495 and bearing the date of July 31, 2017, at which time the Request for Revision was signed by David Blair Couch, President of the Wood County Commission.

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

APPROVED:

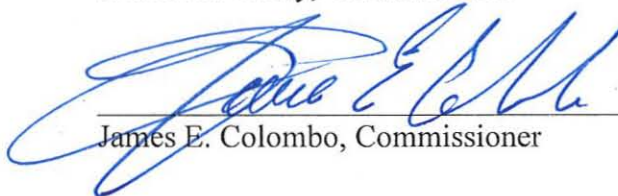
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner



MARK RHODES
COUNTY CLERK

THE COUNTY OF WOOD
OFFICE OF THE COUNTY CLERK
P. O. Box 1474
PARKERSBURG, WEST VIRGINIA 26102-1474

PHONE: 304-424-1850

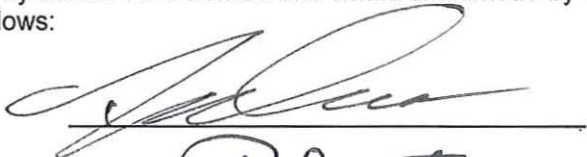

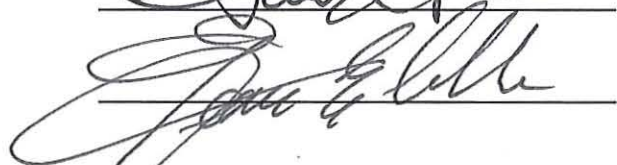
RESOLUTION

At a regular session of the county commission, held July 31, 2017 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Wood. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the General county budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on Fund 1 Budget Revision Number 1, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Robert K. Tebay and seconded by James E. Colombo and made unanimous by David Blair Couch, the vote thereon was as follows:

	<input checked="" type="radio"/> Yes	or	No
	<input checked="" type="radio"/> Yes	or	No
	<input checked="" type="radio"/> Yes	or	No

WHEREUPON, David Blair Couch, declared said resolution be, and the same is, hereby adopted as so stated above, and the President authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
153 West Main Street, Suite C
Clarksburg, WV 26302
Phone: 627-2415 ext. 5114
Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

Wood County Commission

GOVERNMENT ENTITY

CONTROL NUMBER

FY: 2017-2018

Fund: 1

Rev. No. 1

Pages: 3

RECEIVED
JUL 31 2017

Person To Contact Regarding Request:

Name: Mark Rhodes

Phone: 304-424-1892

Fax: 304-424-1982

P O Box 1474

STREET OR PO BOX

Parkersburg

26102

CITY

ZIP CODE

COUNTY

Government Auditor

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
298	Assigned Fund Balance		109,867		109,867
299	Unassigned Fund Balance	680,000	21,724		701,724
398	Transfers from Rainy Day Funds		500,000		500,000
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

631,591

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	2,464,110	17,418		2,481,528
402	County Clerk	1,032,697	263		1,032,960
403	Circuit Clerk	707,334	2,291		709,625
404	Sheriff-Treasurer	742,457	14,059		756,516
405	Prosecuting Attorney	1,343,835	7,763		1,351,598
406	Assessor	504,018	971		504,989
412	Agricultural Agent	123,683	369		124,052
424	Courthouse	408,141	1,030		409,171
428	Data Processing	97,000	8,185		105,185
444	Other Grants		7,950		7,950
460	County Clerk Operations		11,567		11,567
696	Transfer to Financial Stabilization Fund		500,000		500,000

NET INCREASE/(DECREASE) Expenditures

631,591

APPROVED BY THE STATE AUDITOR

BY: *Ora Ash / Karen* 7/31/2017
Deputy State Auditor, Local Government Services Div. Date

[Signature]
AUTHORIZED SIGNATURE
OF ENTITY

7-31-2017

APPROVAL
DATE

1797

LGSD: BR

Wood County Commission

CONTROL NUMBER

2017-2018

1

1

FY

FUND

REV#

NET INCREASE/(DECREASE) Expenditures (this page)

59,725

Mark Rhodes
WUOD County 10:19:55 AM
Instrument No 8759661
Date Recorded 08/03/2017
Document Type CDO
Pages Recorded 4
Book Page 73-522

AUGUST 3, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPROVED THE LIST OF POLL
WORKER NOMINEES SUBMITTED BY THE WOOD COUNTY
CLERK FOR THE OCTOBER 7, 2017 SPECIAL ELECTION.

ORDER

On this date, came Mark Rhodes, Clerk of the County Commission of Wood County, and presented to the County Commission lists of the poll worker nominees and Alternate Poll Worker nominees, who will work the Special Election to be held October 7, 2017.

The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby APPROVE the aforementioned lists of poll workers.

APPROVED:

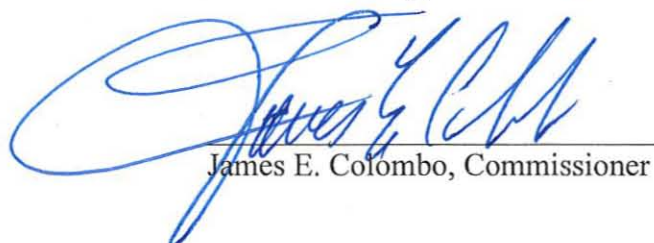
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1799