

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, DECEMBER 7, 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.

Chad Lancaster took his oath of office for the Union-Williams Public Service District Board.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission met with Rick Woodyard, E-911 Director to discuss the bid for the Public Safety System (CAD) for Wood/Wirt County E-911. After discussion the County Commission, upon a motion duly made, seconded and passed, awarded the bid to Zuercher Technologies. (Order A1883)

At 9:58 A.M., the County Commission the Lubeck Public Service District rate increase. They discussed setting a hearing date for December, 2018. After discussion, the County Commission stated a public hearing needs to be scheduled for December 28, 2017 at 10:30 A.M. (Copy of legal notice is attached to these minutes.)

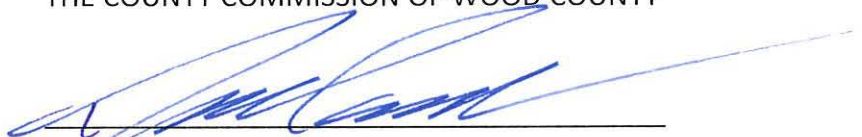
ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/1883, A/1884, A/1885, M/3805, M/3806, M/3807, M/3808, M/3809

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:27 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 December 7, 2017.

Wood County Commission Meeting
Held December 7, 2017

Please Print

1.	Rick Woodman
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	



Wood County Commission
Agenda

12/07/2017

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Award bid for the Public Safety System (CAD) for Wood/Wirt County E-911	
	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

NOTICE OF PUBLIC HEARING
PROPOSED SEWER RATE INCREASE
LUBECK PUBLIC SERVICE DISTRICT

The Wood County Commission will be holding a Public Hearing on Thursday, December 28, 2017 at 10:30 A.M. in Room 203 of the Wood County Courthouse located at 1 Court Square, Parkersburg, WV. The Wood County Commission will discuss a proposed sewer rate increase requested by the Lubeck Public Service District.

David Blair Couch, President
Wood County Commission

News & Sentinel – December 13 and 21, 2017

RESOLUTION

In order to pay the costs associated with increases relating to general operation and maintenance, and by reason of the requirements set forth in West Virginia Code Chapter 16, Article 13A, as amended, Lubeck Public Service District hereby adopts an increase in its current rates and charges for sewer service by increasing the previous rates for residential, commercial and public authorities by 14.8%. The average monthly bill for the various classes of customers will change as follows:

	AVERAGE BILL GALLONS	PRESENT RATES	PROPOSED RATES	(\$) RATE INCREASE	(%) RATE INCREASE
Residential	3,300	\$49.18	\$56.45	\$7.27	14.8%
Commercial	7,500	\$97.53	\$111.94	\$14.41	14.8%
Public Authorities	21,500	\$258.67	\$296.88	\$38.21	14.8%

Adopted on first reading on November 9, 2017.

Adopted on second reading after a public hearing on November 30, 2017.

LUBECK PUBLIC SERVICE DISTRICT

BY: S/ JERRY MARTIN

ITS: CHAIRMAN

DECEMBER 7, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

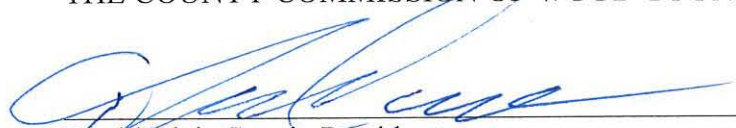
IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR A PUBLIC SAFETY SYSTEM (CAD) FOR THE WOOD/WIRT COUNTY E-911 TO ZUERCHER TECHNOLOGIES.

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 Colombo, did hereby AWARD the bid for a Public Safety System (CAD) for the Wood/Wirt County E-911 to Zuercher Technologies, 4509 W. 58th Street, Sioux Falls, SD 57108. Said bid was in the amount of \$175,164.00 and was awarded at the recommendation of Rick Woodyard, E-911 Director.

APPROVED:

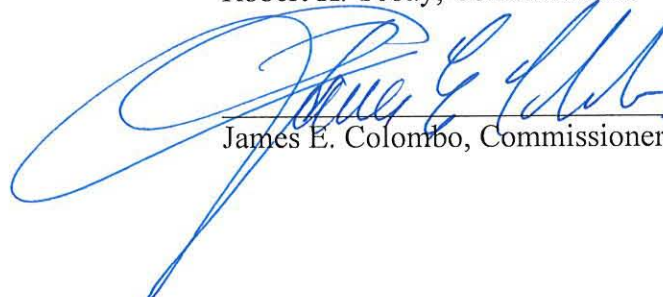
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1883

Mark Rhodes
WOOD County 10:54:31 AM
Instrument No 8771307
Date Recorded 12/07/2017
Document Type CDD
Pages Recorded 1
Book-Page 74-334

DECEMBER 7, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED THE NAME OF TIFFANY
KIGER IN NOMINATION TO FILL A VACANCY ON THE
WOOD COUNTY COMMUNITY CORRECTIONS 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 James E. Colombo, placed the name of Tiffany Kiger in nomination, representing the rights of victims of crimes, on the Wood County Community Corrections Board. The nomination is due to a vacancy announced on July 20, 2017.

APPROVED:

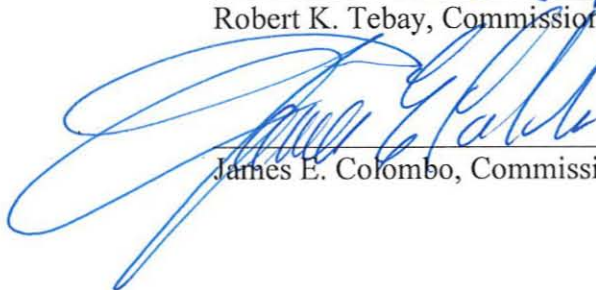
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1884

Mark Rhodes
WOOD County 11:02:11 AM
Instrument No 8771320
Date Recorded 12/07/2017
Document Type CDD
Pages Recorded 1
Book-Page 74-336

DECEMBER 7, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED THE NAME OF TIM GRAHAM IN NOMINATION FOR REAPPOINTMENT TO THE WOOD COUNTY PARKS AND RECREATION COMMISSION (MOUNTWOOD PARK).

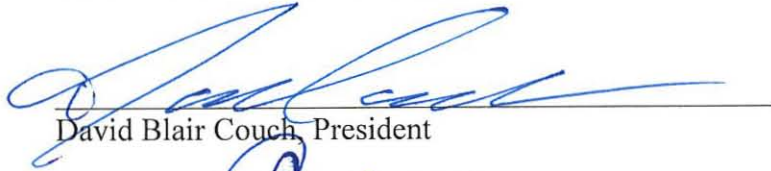
ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, placed Tim Graham in nomination for reappointment.

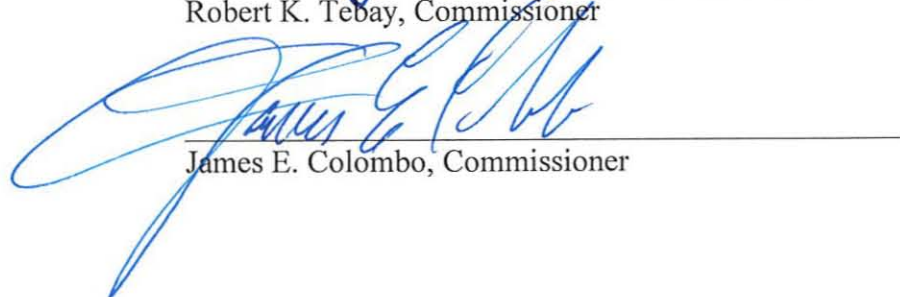
The term will expire December 16, 2019.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

A/1885

Mark Rhodes
WOOD County 10:58:04 AM
Instrument No 8771313
Date Recorded 12/07/2017
Document Type 000
Pages Recorded 1
Book-Page 74-335

DECEMBER 7, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F18-HS-03-408. SAID REQUEST IS IN THE AMOUNT OF \$0.00

ORDER

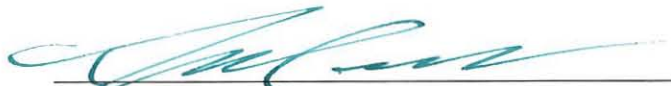
On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F18-HS-03-408. The Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of November, 2017. The Request for Reimbursement form and the Reimbursement Worksheet have been submitted.

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

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

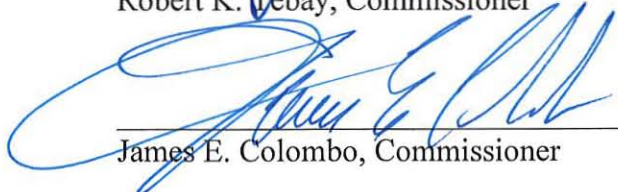
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	Sub-Grantee:	Wood County Commission
	Address:	One Court Square, Suite 203 Parkersburg, WV 26101
	P. O. Number	MV1803408
	Grant Number:	F18-HS-03-408
	FEIN Number:	556 000 417
	Funds are hereby requested to cover expenditures For the period of: 11/1/17 - 11/30/17	

PROJECT CASH EXPENDITURES

Account Number	Amount
	\$0.00
TOTAL	\$0.00

CERTIFICATION:

I certify that this report represents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant. All documentation is available for inspection at the request of the Governor's Highway Safety Program.

BY: David Blair Couch, President

12/7/2017

(Typed Name And Title)

(Signature)

(Date)

(Authorized Official or Grant Financial Officer Only)

GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

Purchasing/Accounts Payable Use Only

Mark Rhodes
WOOD County 12:42:58 PM
Instrument No 8771338
Data Recorded 12/07/2017
Document Type CDD
Pages Recorded 2
Book-Page 74-346

DECEMBER 7, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE COURT SECURITY GRANT NUMBER 17-CS-06. SAID REQUEST IS IN THE AMOUNT OF \$0.00


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 James E. Colombo, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Court Security Grant Number 17-CS-06. Reimbursement is in the amount of zero and zero cents (\$0.00) for the month of November, 2017. In addition to the Request for Reimbursement, the Grant Progress Report, the Project Financial Report is being submitted to the Criminal Justice Services, Charleston, West Virginia.

A copy of the Request for Reimbursement is attached to this ORDER and should be made a part thereof. Documentation pertaining to the Court Security Grant is on file in the Office of the County Administrator.

APPROVED:

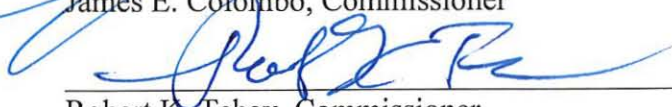
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



Robert K. Tebay, Commissioner

WEST VIRGINIA Division of Justice and Community Services	Request for Reimbursement
-------------------------------------------------------------------------------------	--------------------------------------------

RECEIVED (For DJCS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square Parkersburg, WV 26101
	Project #: 17-CS-06
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures FROM: 11/1/17 TO: 11/30/17

PROJECT CASH EXPENDITURES

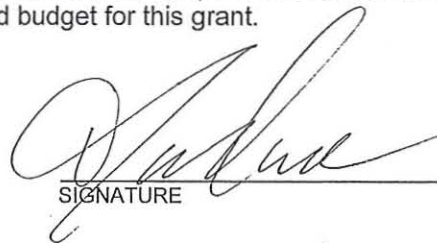
Account #	Amount
17-CS-06	\$-0-
TOTAL	\$-0-

CERTIFICATION:

I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President
 TYPED NAME & TITLE
 (Authorized Official or Grant Financial Officer ONLY)


 SIGNATURE 12/7/17
 DATE

DJCS USE ONLY	
ADMINISTRATIVE APPROVAL: This request is approved in the amount of \$ _____ <div style="display: flex; justify-content: space-between; width: 80%; margin-left: 0;"> Initials Date </div> Pursuant to the authority vested in me, I certify that this request is correct and proper for payment. <div style="display: flex; justify-content: space-between; width: 80%; margin-left: 0;"> Date Program Accountant </div>	

Mark Rhodes
 Wood County 12:35:04 PM
 Instrument No 8771335
 Date Recorded 12/07/2017
 Document Type COO
 Pages Recorded 2
 Book-Page 74-340

DECEMBER 7, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F18-HS-03-406. SAID REQUEST IS IN THE AMOUNT OF \$0.00

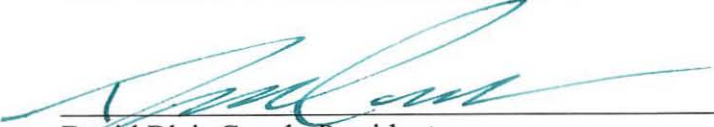
ORDER


On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo, seconded by Jimmy 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 sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F18-HS-03-406. The Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of November, 2017. The Request for Reimbursement Form, the Project Financial Report, and the Monthly Progress Report have been submitted.

A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof. Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	Sub-Grantee:	Wood County Commission
	Address:	One Court Square, Suite 203 Parkersburg, WV 26101
	P. O. Number	MV1803406
	Grant Number:	F18-HS-03-406
	FEIN Number:	556 000 417
	Funds are hereby requested to cover expenditures For the period of:	11/1/17 - 11/30/17

PROJECT CASH EXPENDITURES

Account Number	Amount
	\$0.00
TOTAL	\$0.00

CERTIFICATION:

I certify that this report represents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant. All documentation is available for inspection at the request of the Governor's Highway Safety Program.

BY:

David Blair Couch, President

12/7/2017

(Typed Name And Title)

(Signature)

(Date)

(Authorized Official or Grant Financial Officer Only)

GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

Purchasing/Accounts Payable Use Only

Mark Rhodes
Wood County 12:39:13 PM
Instrument No 8771337
Date Recorded 12/07/2017
Document Type CDD
Fees Recorded 2
Book-Page 74-344

DECEMBER 7, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO SIGN THE REQUEST FOR PROGRESS REPORT IN REGARD TO THE LAW ENFORCEMENT GRANT NUMBER 17-LE-32.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Bob Tebay, seconded by Jimmy Colombo and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Progress Report in regard to the Law Enforcement Grant Number 17-LE-32 for the month of October, 2017. Along with the Sub-Grantee Progress Report; the Project Financial Report has been submitted. A copy of the Progress Report is attached to this Order and should be made a part thereof.

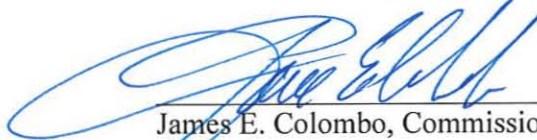
Documentation pertaining to the Law Enforcement Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



Robert K. Tebay, Commissioner

M/3808

WEST VIRGINIA
Department of Military Affairs & Public Safety
Homeland Security State Administrative Agency
(SAA)

Homeland Security Program

SUB-GRANTEE PROGRESS REPORT

Page 1 of 2

RECEIVED

For SAA Use Only

Sub-grantee Name and Address:

Wood County Commission

One Court Square

Parkersburg, WV 26101

Sub-grant Number: 17-LE-32

Project Title: LE-LIRP

SIRN Mobile Radios for Wood

County law enforcement

Agencies

This report is submitted to cover activities

From: 11/1/17

To: 11/30/17

Prepared by: Toni Tiano

Phone Number: 304-481-6409

Date Prepared: 12/7/17

WEST VIRGINIA
Department of Military Affairs & Public Safety
Homeland Security State Administrative Agency
(SAA)

Homeland Security Program

SUB-GRANTEE PROGRESS REPORT

Page 2 of 2

Monthly progress reports should adequately convey specific activities, progress, achievements, and difficulties encountered throughout the reporting period. The structure of this report should be in narrative form and directly relate to the accomplishment of activities, which compliment the objectives, goals, and impact of the project.

During November 2017 the legal notice for the purchase of the radios was prepared. It was placed in the local newspaper (see attachment). Bids will be received by the County Commission until December 18, 2017 at which times the bids will be opened and reviewed.

Mark Rhodes
JMD County 11-03-17 AM
Instrument No 877122
Date Recorded 12/07/2017
Document Type 000
Pages Recorded 3
Book-Page 74-307

Attach additional pages if necessary.

DECEMBER 7, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F18-HS-03-DOHWZ. SAID REQUEST IS IN THE AMOUNT OF \$0.00

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 sign the Request for Reimbursement in regard to the Governor's Highway Safety Program Grant Number F18-HS-03-DOHWZ. The Request for Reimbursement is in the amount of zero dollars and zero cents (\$0.00) for the month of November, 2017. The Request for Reimbursement form, and the Monthly Progress Report have been submitted.

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

Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	Sub-Grantee:	Wood County Commission
	Address:	One Court Square, Suite 203 Parkersburg, WV 26101
	P. O. Number	MV1803DOHWZ
	Grant Number:	F18-HS-03-DOHWZ
	FEIN Number:	556 000 417
	Funds are hereby requested to cover expenditures For the period of:	11/1/17 - 11/30/17

PROJECT CASH EXPENDITURES

Account Number	Amount
	\$0.00
TOTAL	\$0.00

CERTIFICATION:

I certify that this report represents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant. All documentation is available for inspection at the request of the Governor's Highway Safety Program.

BY:

David Blair Couch, President

12/7/2017

(Typed Name And Title)

(Signature)

(Date)

(Authorized Official or Grant Financial Officer Only)

GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

Purchasing/Accounts Payable Use Only

Mark Rhodes
Wood County 12:37:27 PM
Instrument No 8771356
Date Recorded 12/07/2017
Document Type CDO
Pages Recorded 2
Book-Page 74-342

STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Chad Lancaster, 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 Union Williams Public Service District 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.

Chad Lancaster

12 Subscribed and sworn to, before the County Commission of Wood County, West Virginia, this
day of DECEMBER, 2017.

[Signature]
County Commission of Wood County



4
Mark Rhodes
WOOD County 10:51:32 AM
Instrument No 8771302
Date Recorded 12/07/2017
Document Type CDO
Pages Recorded 1
Book-Page 74-332

STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO -WIT:

I, Sean Smith, 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 Mid-Ohio Valley Board of Health 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 the County Commission of Wood County, West Virginia, this
8th day of December, 2017.


County Commission of Wood County

Mark Rhodes
Wood County 10:53:14 AM
Instrument No 8771304
Date Recorded 12/07/2017
Document Type CDD
Pages Recorded 1
Book-Page 74-333