

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, FEBRUARY 23, 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 oath of office for Mike Cochran as a Sergeant for the Wood County Sheriff's Department was put on record on this date.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission met with Charles McKay, who asked for a variance for video lottery to be located at Route 2, and Interstate 77 (6601 and 6603 Emerson Avenue). After review, the County Commission, upon a motion made by Robert K. Tebay, seconded by James Colombo and passed with David Blair Couch voting in the negative, Authorized a variance be granted. (Order M/3595)

At 9:44 A.M., the County Commission approved the hiring of Wendy Romine for the Day Report Center and Casey McKnight for the Wood County Maintenance Department.

At 10:36 A.M., upon motion of David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West

Virginia Code, Chapter 6, Article 9A, Section 3, as amended: WHEREUPON, the said David Blair Couch, President of said Commission, James E. Colombo, Commissioner and Robert K. Tebay, Commissioner met with Marty Seufer, County Administrator and Mark Rhodes, Wood County Clerk. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being section 2(B) regarding personnel. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:40 o'clock A.M. (Order A/1729)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/1726, A/1727, A1728, A/1729, M/3595

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:41 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 February 23, 2017.

Wood County Commission Meeting
Held February 23, 2017

Please Print

| | |
|-----|---------------|
| 1. | STEPHEN SMITH |
| 2. | CHARLES MCCAY |
| 3. | |
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| 20. | |



Wood County Commission
Agenda

2/23/2017

1 Court Square, Suite 203
Parkersburg, WV 26101

| | | |
|-----------|--|-------------------------------------|
| 9:30 A.M. | Consider variance for City Perk | Charles McCay |
| | Consider Request to Hire Wendy Romine as a case manager for Roane Day Report Center - \$31,500.00 Consider Request to Hire Casey McKnight as a Maintenance Department employee - \$958.33/per pay | |
| | Consider appointing Greg Burd to the Wood County Development Authority | |
| | 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 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

FEBRUARY 23, 2017

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 \$4,960.64
WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE
VICTIMS OF CRIME ASSISTANCE GRANT NUMBER 15-VA-075.

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 four thousand nine hundred sixty dollars and sixty-four cents (\$4,960.64) which represents reimbursement to Wood County for expenses incurred during the month of December, 2016, in regard to the Victims of Crime Assistance Grant Number 15-VA-075. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 72, at Page 554 and bearing the date of January 12, 2017, at which time David Blair Couch, 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



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

DEPT: DIVISION OF JUSTICE AND COMMUNITY SERVICES
TOTAL OF INVOICE(S): \$4,960.64

WARRANT #: 1002474153
VENDOR CODE: 000000212365

W.AMT: \$4,960.64
DATE: 02/15/2017

CHECK
DESCRIPTION

INVOICE
NUMBER
17172820162

NET
AMOUNT
\$4,960.64

15-VA-075 12/1/16 12/31/16

For additional information, log on to Vendor Self Service at www.wvoasis.gov. If you need additional payment details,
Please contact JACK EPPERLY, 3045588814X0209.

Learn more about the launching of your new State-wide accounting system (wvoASIS), visit us at www.wvoasis.gov

REMOVE DOCUMENT ALONG THIS PERFORATION

CTL# 34723722

THIS WARRANT HAS MULTIPLE SECURITY FEATURES TO DETER FRAUD AND COUNTERFEITING
VOID UNLESS PRESENTED FOR PAYMENT WITHIN SIX MONTHS

State of West Virginia

STATE WARRANT #1002474153

PAYEE

WOOD CO COMMISSION

02/15/2017

*****\$4,960.64**

John D. Pershke

WEST VIRGINIA TREASURY

STATE TREASURER

John B. McLaughlin

STATE AUDITOR

1002474153

051902322

0005270537822

Mark Rhodes
WOOD County 12:38:06 PM
Instrument No 8738672
Date Recorded 02/23/2017
Document Type CO
Pages Recorded 2
Book-Page 72-642

FEBRUARY 23, 2017

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 \$9,705.19 OF WHICH THE AMOUNT OF \$4,960.64 REPRESENTS REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ASSISTANCE GRANT NUMBER 15-VA-075.

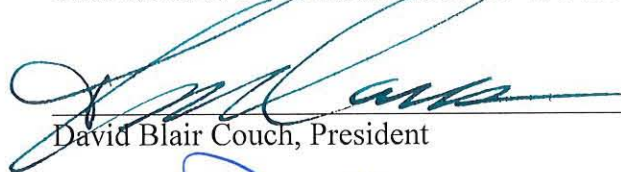
ORDER

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 nine thousand seven hundred five dollars and nineteen cents, of which the amount of four thousand nine hundred sixty dollars and sixty-four cents (\$4,960.64) represents reimbursement to Wood County for expenses incurred during the month of November, 2016, in regard to the Victims of Crime Assistance Grant Number 15-VA-075. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 72, at Page 387 and bearing the date of December 15, 2017, at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

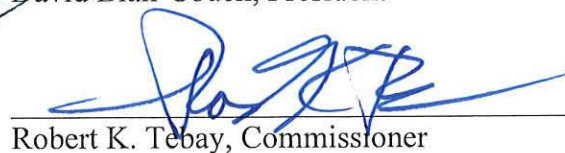
Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

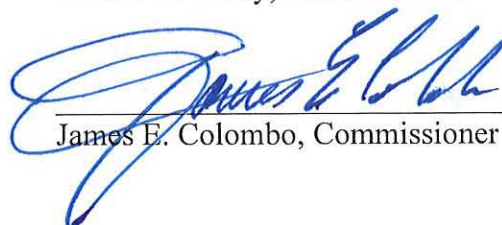
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

DEPT: DIVISION OF JUSTICE AND COMMUNITY SERVICES
TOTAL OF INVOICE(S): \$9,705.19

WARRANT #: 1002450092
VENDOR CODE: 000000212365

W.AMT: \$9,705.19
DATE: 02/08/2017

CHECK
DESCRIPTION

15-VA-075 10/1/16 11/30/16

INVOICE
NUMBER

17172820161

W. Rhodes
WOOD County 12:42:00 PM
Instrument No 8738674
Date Recorded 02/23/2017
Document \$9,705.19
Pages Recorded 2
Book-Page 72-646

For additional information, log on to Vendor Self Service at www.wvoasis.gov. If you need additional payment details,
Please contact JACK EPPERLY, 3045588814X0209.

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REMOVE DOCUMENT ALONG THIS PERFORATION

CTL# 34700864

THIS WARRANT HAS MULTIPLE SECURITY FEATURES TO DETER FRAUD AND COUNTERFEITING
VOID UNLESS PRESENTED FOR PAYMENT WITHIN SIX MONTHS

State of West Virginia

STATE WARRANT #1002450092

PAYEE

WOOD CO COMMISSION

02/08/2017

*****\$9,705.19**

WEST VIRGINIA TREASURY

STATE TREASURER

STATE AUDITOR

1002450092

051902322

0005270537822

FEBRUARY 23, 2017

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 \$9,705.19 OF WHICH THE AMOUNT OF \$4,744.55 REPRESENTS REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ASSISTANCE GRANT NUMBER 15-VA-075.

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 nine thousand seven hundred five dollars and nineteen cents, of which the amount of four thousand seven hundred forty-four dollars and fifty-five cents (\$4,744.55) represents reimbursement to Wood County for expenses incurred during the month of October, 2016, in regard to the Victims of Crime Assistance Grant Number 15-VA-075. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 72, at Page 389 and bearing the date of December 12, 2017, at which time David Blair Couch, 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:

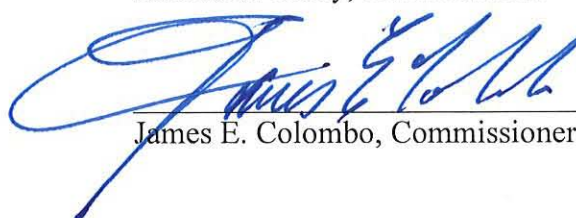
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

DEPT: DIVISION OF JUSTICE AND COMMUNITY SERVICES
TOTAL OF INVOICE(S): \$9,705.19

WARRANT #: 1002450092
VENDOR CODE: 000000212365

W.AMT: \$9,705.19
DATE: 02/08/2017

CHECK
DESCRIPTION

15-VA-075 10/1/16 11/30/16

INVOICE
NUMBER

17172820161

NET
AMOUNT

\$9,705.19

For additional information, log on to Vendor Self Service at www.wvoasis.gov. If you need additional payment details, Please contact JACK EPPERLY, 3045588814X0209.

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REMOVE DOCUMENT ALONG THIS PERFORATION

CTL# 34700864

THIS WARRANT HAS MULTIPLE SECURITY FEATURES TO DETER FRAUD AND COUNTERFEITING
VOID UNLESS PRESENTED FOR PAYMENT WITHIN SIX MONTHS

State of West Virginia

STATE WARRANT #1002450092

PAYEE

WOOD CO COMMISSION

02/08/2017

*****\$9,705.19**

WEST VIRGINIA TREASURY

STATE TREASURER

STATE AUDITOR

1002450092

051902322

0005270537822

Mark Rhodes
WOOD County 12:39:46 PM
Instrument No 8738673
Date Recorded 02/23/2017
Document Type CDD
Pages Recorded 2
Book-Page 72-644

FEBRUARY 23, 2017

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 23rd day of February, 2017, at 10:36 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 3, as amended:

WHEREUPON, the said David Blair Couch, President of said Commission, James E. Colombo, Commissioner and Robert K. Tebay, Commissioner met with Marty Seufer, County Administrator and Mark Rhodes, Wood County Clerk.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being section 2(B) regarding personnel.

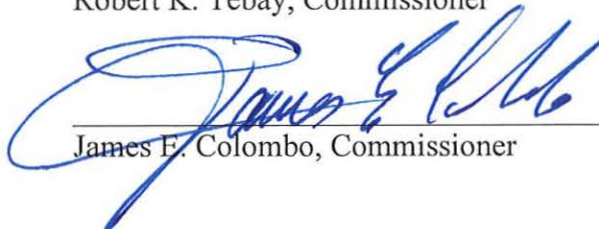
The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:40 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

A/1729

WOOD COUNTY 01:00:31 PM
Instrument No 8738680
Date Recorded 02/23/2017
Document Type COO
Pages Recorded 1
Book-Page 72-650
Mark Rhodes

FEBRUARY 23, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE A
VARIANCE TO BE ISSUED FOR A LIMITED VIDEO LOTTERY
LICENSE AT CITY PERK

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James Colombo and passed with David Blair Couch voting in the negative, did hereby AUTHORIZE a variance to be granted for 6601 and 6603 Emerson Avenue, Parkersburg, West Virginia 26104. This Order supersedes the previous order dated October 31, 2016 and said variance can be used on either parcel.

A copy of the Application for said license 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/3595

APPLICATION FOR LOCATING VIDEO LOTTERY ESTABLISHMENTS
WOOD COUNTY, WEST VIRGINIA

Name of Applicant: CHARLES MCCAY
Address of Applicant: 6601 & 6603 EMERSON AVE. 50 LOLA DR.
Location of Establishment: 6601 & 6603 EMERSON AVE
Name of Establishment: CITY BERK
Contact Person: TODD MCCAY Title: PRES
Business Phone: 304-588-3083 Home Phone: 304-964-5814
Does this establishment currently have a Video Lottery License? Yes _____ No ☒
Federal ID No. _____ WV Liquor License No. _____
Site Plan Prepared by: CHARLES MCCAY
Address of Plan Preparer: 50 LOLA DRIVE

This application shall include, without limitation, a copy of the site plan of the Premises and the existing or proposed Improvement or Improvements, together with a letter describing the proposed Video Lottery Establishment.

SITE PLAN

The site plan shall be drawn to a scale of one-inch (1") equals fifty feet or larger and shall include the following data:

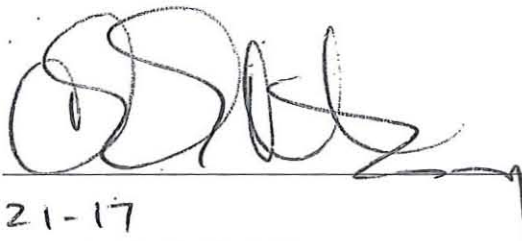
- (a) Name and address of the individual who prepared the site plan; the date of preparation, north point, and scale; a metes and bounds description of the site; tax district, map and parcel number, and the names and addresses of the Applicant and the Responsible Person; and
- (b) Existing and proposed contours of the Premises; and;
- (c) Certification by a land surveyor or engineer that the dimensions and bearings on the site plan are accurately delineated and location of all easements and right-of-ways with respect to the Premises; and

- (d) Number and type of proposed Improvements on the Premises along with gross floor area of each Improvement on the Premises; and
- (e) Location, shape, exterior dimensions, and number of stories of each Improvement on the Premises; and;
- (f) Location, grade, and dimensions of paved surfaces of the Premises, and of all streets, alleys, roads and highways abutting the premises; and
- (g) Complete traffic circulation and parking plan; and
- (h) Location of landscaped areas – fences, walls and other screening with respect to premises; and
- (i) Signage plan; and
- (j) Sediment and Erosion Control Plan; and
- (k) Drainage plan for the Premises prepared by a registered professional engineer licensed to practice in the State of West Virginia; and
- (l) Certification of distances from adjacent properties.

(ALL PREVIOUSLY
SUBMITTED)

There is an application fee of \$100.00.

Signature of Applicant: _____



Date signed: 2-21-17

Approved: _____

Denied: _____

Signature of Planning Official: _____

Date: _____

Mark Rhodes
Wood County 12:35:40 PM
Instrument No 8738671
Date Recorded 02/23/2017
Document Type CDD
Pages Recorded 3
Book-Page 72-639

STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, MIKE COCHRAN, 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 SERGEANT FOR THE WOOD COUNTY SHERIFF'S OFFICE 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 23 day of February, ~~2016~~: 2017


County Commission of Wood County

Mark Rhodes
WOOD County 12:54:23 PM
Instrument No 8738678
Date Recorded 02/23/2017
Document Type CDD
Pages Recorded 1
Book-Page 72-648