

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF SPECIAL MEETING HELD
THURSDAY, JUNE 8, 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 Special Session. They signed purchase orders, invoices and other correspondence.

The County Commission, upon a motion duly made, seconded and passed, approved minutes of April 27, 2017, May 15, 2017 and May 18, 2017.

The County Commission, upon a motion duly made, seconded and passed, approved an Erroneous Assessment Application in regard to personal property for Amy Hall. (Copy attached to these minutes.)

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission met with Ron Neely from the Garland Company to discuss the roof on the old Sheriff's Office (328 Second Street). He is a representative of the company that provides a flat roof system.

The County Commission awarded the bid for vehicle financing to United Bank. (Order M/3671)

At 9:52 A.M., the County Commission discussed the Regional Jail bill credits that the County has been finding. They total in the neighborhood of \$72,000.00.

At 10:00 A.M., the County Commission met with the elected officials for their monthly meeting. Among the topics of discussion was the Assessor currently investigating the citizens who have out-of-state license plates.

At 11:00 A.M., the County Commission, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, 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, Sections 4, as amended. David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners, met with Marty Seuffer, County Administrator and Pat Lefebure, Wood County Prosecuting Attorney, and David Nohe, Wood County Assessor. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being for attorney/client privilege. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 11:02 o'clock A.M. (Order M3670)

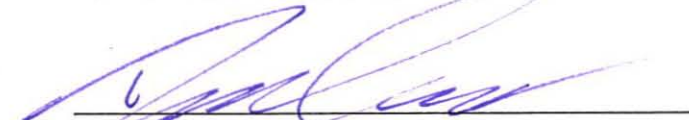
At 11:10 A.M., the County Commission adjourned to the Circuit Clerk's Office to observe the new scanning system being put into place.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

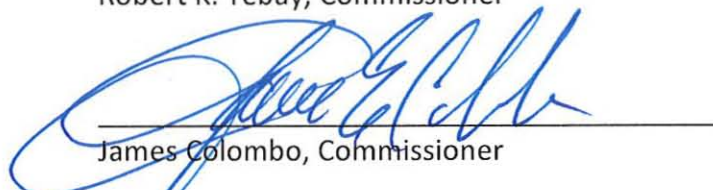
M/3670 and M/3671

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 June 8, 2017.

Wood County Commission Meeting
Held June 8, 2017

Please Print

1.	Ron Neely The Garland Co.
2.	Steve Stephens Sheriff
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	



Wood County Commission
Agenda

6/8/2017

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Award bid for financing of vehicles for the Wood County Sheriff's Department	
	Discuss jail bill credits	
	Consider Request to Hire Cody M. Arthur as a Holding Center Officer - \$24,000.00yr	
	Discuss conference rooms and shelter reservations	
	Commission to meet with elected officials in the Buckley Room, 3 rd floor of the Courthouse	
	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

JUNE 8, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR FINANCING
OF VEHICLES TO BE USED BY WOOD COUNTY SHERIFF'S
DEPARTMENT

ORDER

On this date, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, did hereby AWARD the bid for vehicle financing for vehicles used by the Wood County Sheriff's Department. Such sealed bids were received for review on June 1, 2017. The sole bid was awarded to:

United Bank
514 Market Street
Parkersburg, WV 26101
Bid – 60 months @ 2.24%

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3671

Mark Rhodes
WOOD COUNTY 02:59:47 PM
Instrument No 8752776
Date Recorded 06/08/2017
Document Type CDD
Pages Recorded 1
Book-Page 73-226

JUNE 8, 2017

IN RE: EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 8th day of June, 2017 at 11:00 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, 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, Sections 4, as amended:

WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners, met with Marty Seufer, County Administrator and Pat Lefebure, Wood County Prosecuting Attorney, and David Nohe, Wood County Assessor.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being for attorney/client privilege.

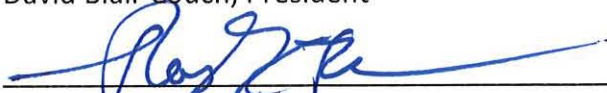
The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 11:02 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3670

Mark Rhodes
WOOD County 03:01:16 PM
Instrument No 8752777
Date Recorded 06/08/2017
Document Type COO
Pages Recorded 1
Book-Page 73-227

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **505046**

Tax Year: **2015**

Upon the application of **HALL AMY M** whose address is **PO BOX 4663 PARKERSBURG, WV 26104-4663** aggrieved by an erroneous assessment in LUBECK District (03), 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.

DUE TO A TAXPAYER CLERICAL ERROR THE 2010 KIA FORTE WAS REPORTED WHEN IN FACT IT HAD BEEN SOLD PRIOR TO 7/1/2014. PLEASE ADJUST TAX TICKET. SEE ATTACHED.

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	184.18	2.208400	3	8,340
05/16/2017	PENDING EXONERATION	3	-120.92	2.208400	3	-5,475
Adjusted Net Taxes			63.26	Adjusted Net Value		2,865

see attached

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 June 8, 2017

RECEIVED
MAY 22 2017
County Administrator

RECEIVED
JUN 07 2017
County Administrator

Mark Rhodes
WOOD County 03:03:07 PM
Instrument No 8752778
Date Recorded 06/08/2017
Document Type 000
Pages Recorded 1
Book-Page 73-228

By: Erica Mercer

Application Printed On
Tuesday, May 16, 2017 10:18 am

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2302	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	06/05/2017	21,136.00	

GENERAL FUND Bank Id 101 Totals 21,136.00

Report Totals 21,136.00

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature appears to be a cursive representation of a name, possibly "J. R. Smith" or similar, with a long horizontal stroke extending to the right.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2295	DENTAL	RENAISSANCE	REGULAR	05/30/2017	1,768.20	

GENERAL FUND Bank Id 101 Totals

1,768.20

Report Totals

1,768.20




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2301	DENTAL	RENAISSANCE	REGULAR	06/01/2017	1,001.04	

GENERAL FUND Bank Id 101 Totals

1,001.04

Report Totals

1,001.04

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature is composed of several loops and a long horizontal stroke extending to the right.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
627	TECH COMM	TECHNICAL COMMUNITIES, INC	REGULAR	06/02/2017	26,276.74	

CAPITAL RESERVE Bank Id 247 Totals

26,276.74

Report Totals

26,276.74



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6591	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	06/02/2017	127.23	
6592	GENERALSA	GENERAL SALES CO.	REGULAR	06/02/2017	333.55	
6593	RICOH	RICOH USA INC	REGULAR	06/02/2017	478.02	
6594	SASSI	SASSI INSTITUTE	REGULAR	06/02/2017	400.00	
6595	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	06/02/2017	417.00	
6596	WVAADC	WVAADC INC	REGULAR	06/02/2017	95.00	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					1,850.80	
Report Totals					1,850.80	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6838	BFS PETRO	BFS PETROLEUM	REGULAR	06/02/2017	61.23	
6839	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	06/02/2017	374.44	
6840	LOWES	LOWE'S COMPANIES, INC.	REGULAR	06/02/2017	20.89	
6841	MOORE D	DOUG MOORE	REGULAR	06/02/2017	135.89	
6842	WINANS	WINANS SERVICES	REGULAR	06/02/2017	233.84	
E-911 FUND Bank Id 107 Totals					826.29	
Report Totals					826.29	

A large, stylized handwritten signature in black ink, consisting of a large loop and a trailing flourish.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
163209	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	06/02/2017	278,446.29	
163210	LIFE	DEARBORN NATIONAL	REGULAR	06/02/2017	1,254.58	
163211	VISION	VISION SERVICE PLAN (WV)	REGULAR	06/02/2017	3,152.50	
GENERAL FUND Bank Id 101 Totals					282,853.37	
Report Totals					282,853.37	

A handwritten signature in black ink, appearing to be a stylized 'W' or 'V' followed by a flourish.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6843	CINTAS	CINTAS CORPORATION	REGULAR	06/06/2017	91.07	
6844	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	06/06/2017	112,506.35	
6845	MSAG	MSAG LLC	REGULAR	06/06/2017	3,000.00	
6846	PUREWATER	PURE WATER PARTNERS	REGULAR	06/06/2017	58.00	
6847	SUNNY	SUNNY COMMUNICATIONS INC	REGULAR	06/06/2017	2,925.00	

E-911 FUND Bank Id 107 Totals

118,580.42

Report Totals

118,580.42

A handwritten signature in black ink, appearing to be a stylized 'J' or 'K' followed by a flourish.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2303	MONPOWER	MON POWER	REGULAR	06/06/2017	20,653.99	
2304	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	06/06/2017	25,101.83	
2305	DENTAL	RENAISSANCE	REGULAR	06/06/2017	2,422.79	
163169	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	06/06/2017	481.70	
163170	ARTSBRIDG	ARTSBRIDGE	REGULAR	06/06/2017	963.40	
163171	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	06/06/2017	361.28	
163172	BHFI	BLANNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	06/06/2017	240.85	
163173	BROWN W	WILLIAM M BROWN	REGULAR	06/06/2017	700.00	
163174	CM&I PROD	CM&I PRODUCTS, INC.	REGULAR	06/06/2017	130.21	
163175	CRUM G	GWEN CRUM	REGULAR	06/06/2017	91.66	
163176	DISH	DISH NETWORK	REGULAR	06/06/2017	97.64	
163177	DOMINIONH	DOMINION HOPE	REGULAR	06/06/2017	18.35	
163178	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	06/06/2017	8,662.88	
163179	EVENFLO	EVENFLO COMPANY INC.	REGULAR	06/06/2017	2,727.15	
163180	GENERALSA	GENERAL SALES CO.	REGULAR	06/06/2017	2,006.24	
163181	JCSO	JACKSON COUNTY SHERIFF'S DEPT	REGULAR	06/06/2017	259.40	
163182	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	06/06/2017	481.70	
163183	LAMP	LAMP PESTPROOF	REGULAR	06/06/2017	60.00	
163184	LOWES	LOWE'S COMPANIES, INC.	REGULAR	06/06/2017	351.59	
163185	MAHONE TI	MAHONE TIRE CO	REGULAR	06/06/2017	655.15	
163186	MCNEIL	MCNEIL & COMPANY INC	REGULAR	06/06/2017	17,000.00	
163187	NOLANS	NOLAN'S SERVICES LLC	REGULAR	06/06/2017	7,948.47	
163188	OIL	OIL AND GAS MUSEUM	REGULAR	06/06/2017	722.55	
163189	P-ART	PARKERSBURG ART CENTER	REGULAR	06/06/2017	722.55	
163190	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	06/06/2017	1,204.25	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
163191	P-WCVCB	GREATER PARKERSBURG CONVENTION & VISITORS	REGULAR	06/06/2017	24,085.03	
163192	PARKPOLICE	PARKERSBURG POLICE DEPARTMENT	REGULAR	06/06/2017	2,492.31	
163193	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	06/06/2017	240.85	
163194	RAVENSWOOD	RAVENSWOOD POLICE DEPARTMENT	REGULAR	06/06/2017	367.13	
163195	RITCHIE CO	RITCHIE COUNTY SHERIFF'S DEPT	REGULAR	06/06/2017	246.57	
163196	ROANECOUNTY	ROANE COUNTY HIGH SCHOOL	REGULAR	06/06/2017	1,700.00	
163197	SMOOT	SMOOT THEATER	REGULAR	06/06/2017	1,396.93	
163198	SPENCER PD	SPENCER POLICE DEPARTMENT	REGULAR	06/06/2017	265.00	
163199	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	06/06/2017	4,794.96	
163200	UNION WIL	UNION WILLIAMS PUBLIC SE	REGULAR	06/06/2017	63.25	
163201	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	06/06/2017	455.00	
163202	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	06/06/2017	529.87	
163203	VIENNA	VIENNA POLICE DEPT.	REGULAR	06/06/2017	842.45	
163204	WATERBOY	WATERBOY LLC	REGULAR	06/06/2017	22.00	
163205	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	06/06/2017	240.85	
163206	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	06/06/2017	8,670.61	
163207	WPD	WILLIAMSTOWN POLICE DEPARTMENT	REGULAR	06/06/2017	491.51	
163208	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	06/06/2017	1,806.38	
163212	AAP	ADVANCE AUTO PARTS	REGULAR	06/06/2017	424.08	
163213	DOMINIONH	DOMINION HOPE	REGULAR	06/06/2017	118.62	
163214	LAMP	LAMP PESTPROOF	REGULAR	06/06/2017	140.00	
163215	LEAVITT	LEAVITT FUNERAL HOME	REGULAR	06/06/2017	250.00	
163216	MAHONE TI	MAHONE TIRE CO	REGULAR	06/06/2017	35.00	
163217	MOVRSCCP	MOVRC SENIOR COMPANION PROGRAM	REGULAR	06/06/2017	1,000.00	
163218	S W RESOU	S W RESOURCES	REGULAR	06/06/2017	342.50	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
163219	SMITH JODI	JODI SMITH	REGULAR	06/06/2017	211.79	
163220	SQUEEGEE	SQUEEGEE SQUAD	REGULAR	06/06/2017	6,400.00	
163221	STUARTOIL	STUART OIL COMPANY	REGULAR	06/06/2017	16.00	
GENERAL FUND Bank Id 101 Totals					151,714.32	
Report Totals					151,714.32	