

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, SEPTEMBER 25, 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 September 11, 14 and 18, 2017.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission, upon a motion duly made, seconded and passed, announced that a vacancy exists on the Wood County Development Authority. They also placed Jeff Dimick in nomination. (Order A/1841)

The County Commission rescinded the Order dated September 7, 2018 appointing Deanna Jackson to the Wood County Alternative Transportation System Council. The County Commission is waiting for a letter of recommendation from the Mayor of the City of Parkersburg.

At 10:32 A.M., upon motion of David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, the County Commission, 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, Wood County Recreation Board Members Larry Allen and Sean Andrews and Wood County Recreation Commission Director, Vickie Marshall. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being for section 2(B) for a personnel matter. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 11:04 o'clock A.M. (Order M/3759)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/3759, A/1838, A/1839, A/1841


Having no further scheduled appointments or business to attend to, the County Commission adjourned.

APPROVED:

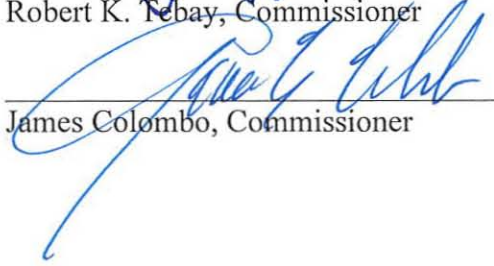
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled September 25 2017.

Wood County Commission Meeting
Held September 25, 2017

Please Print

1.	STEPHEN SMITH
2.	RICK WOODYARD
3.	VICKIE MANDRAK
4.	LARRY ALLEN
5.	SEAN ANDREWS
6.	
7.	
8.	
9.	
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11.	
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19.	
20.	



Wood County Commission
Agenda

9/25/2017

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Announce vacancy on the Wood County Development Authority (Shank)	
10:30 A.M.	Discuss Wood County Recreation Commission	Sean Andrews, Randy Edge and Larry Allen
	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

SEPTEMBER 25, 2017

IN RE: EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 25th day of September, 2017 at 10:32 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, 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, Wood County Recreation Board Members Larry Allen and Sean Andrews and Wood County Recreation Commission Director, Vickie Marshall.

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

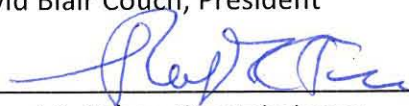
The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 11:04 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3759

Mark Rhodes
WOOD County 08:55:29 AM
Instrument No 8765439
Date Recorded 09/25/2017
Document Type ODO
Pages Recorded 1
Book-Page 73-789

SEPTEMBER 25, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION RESCINDED THE ORDER DATED
SEPTEMBER 7, 2017 APPOINTING DEANNA JACKSON TO THE
WOOD COUNTY ALTERNATIVE TRANSPORTATION SYSTEM
COUNCIL.

ORDER

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, rescinded the Order dated September 7, 2017 appointing Deanna Jackson, representing the City of Parkersburg, to the Wood County Alternative Transportation System Council. The County Commission is waiting on a letter of recommendation from the Mayor of the City of Parkersburg.

APPROVED:

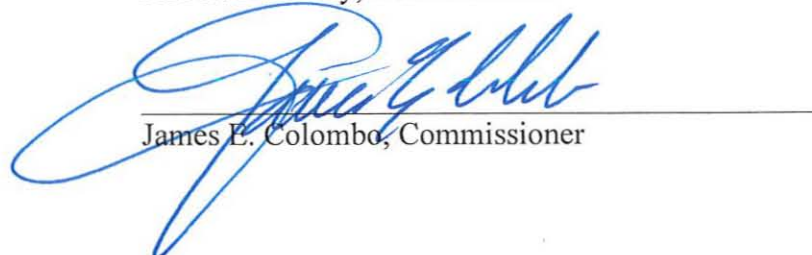
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1838

Mark Rhodes
WOOD County 08:50:54 AM
Instrument No 8765437
Date Recorded 09/25/2017
Document Type CDD
Pages Recorded 1
Book-Page 73-787

SEPTEMBER 25, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ASSISTANCE GRANT NUMBER 15-VA-075. SAID REQUEST IS IN THE AMOUNT OF \$5,809.17

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, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Assistance Grant Number 15-VA-075. The Request for Reimbursement is in the amount of five thousand eight hundred nine dollars and seventeen cents (\$5,809.17) for the month of August, 2017. Along with the Request for Reimbursement Form; a Financial Recap Page; Project Financial Report; Daily Time Sheets for the Victims Advocate, Tiffany Kiger; Monthly Progress Reports and the Monthly Statistical Report have been submitted.

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

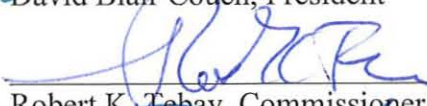
Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1839

WEST VIRGINIA DIVISION OF JUSTICE AND COMMUNITY SERVICES	Request for Reimbursement
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RECEIVED (For DJCS Use Only)	Subgrantee:	Wood County Commission
	Address:	One Court Square, Suite 203
		Parkersburg, WV
		26101
	Project #:	15-VA-075
	FEIN#:	556 000 417
Funds are hereby requested to cover expenditures FROM: 8/1/17 TO: 8/31/17		

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$5,809.17
Travel/Training	-0-
Space	
Other	
TOTAL	\$5,809.17

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


 SIGNATURE

9/25/17
 DATE

(Authorized Official or Grant Financial Officer ONLY)



DJCS USE ONLY

ADMINISTRATIVE APPROVAL:

This request is approved in the amount of \$ _____
 Initials _____ Date _____

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

 Date

 Program Accountant

Mark Rhodes
 WOOD County 08:59:07 AM
 Instrument No 8765440
 Date Recorded 09/25/2017
 Document Type CDD
 Pages Recorded 2
 Book-Page 73-190

SEPTEMBER 25, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED A VACANCY ON
THE WOOD COUNTY DEVELOPMENT AUTHORITY. THEY
ALSO PLACED JEFF DIMICK IN NOMINATION.

ORDER

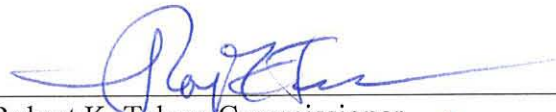
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, announced that a vacancy exists on the Wood County Development Authority due to the resignation of Harold Shank. Upon the same motion, the County Commission placed Jeff Dimick in nomination to the Wood County Development Authority. The unexpired term will expire December 31, 2019.

APPROVED:

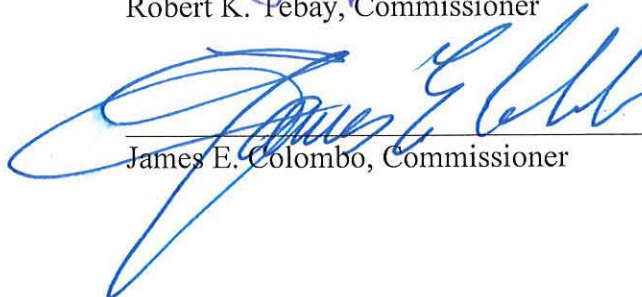
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1841

Mark Rhodes
WOOD COUNTY 08:53:05 AM
Instrument No 8765438
Date Recorded 09/25/2017
Document Type CDD
Pages Recorded 1
Book-Page 73-788

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
275	ALERT	ALERT-ALL CORP	REGULAR	09/20/2017	1,476.90	
276	DOMINIONH	DOMINION HOPE	REGULAR	09/20/2017	95.00	
277	FINLEY FI	FINLEY FIRE EQUIPMENT	REGULAR	09/20/2017	1,737.00	
278	FIRESAFETY	FIRE SAFETY EDUCATION	REGULAR	09/20/2017	319.00	
279	GLATFELTER	GLATFELTER SPECIALTY BENEFITS	REGULAR	09/20/2017	1,886.13	
280	POSITIVE	POSITIVE PROMOTIONS	REGULAR	09/20/2017	410.73	
281	SIR SPEED	SIR SPEEDY PRINTING	REGULAR	09/20/2017	5,141.95	
FIRE SERVICE FEE Bank Id 120 Totals					11,066.71	
Report Totals					11,066.71	

A large, stylized handwritten signature in black ink, appearing to be 'RGT' or similar, with a long, sweeping underline.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2381	WV RETIRE	WV PUBLIC EMP RETIREMENT	HAND	09/19/2017	371.45	
163776	CHAPMAN	CHAPMAN PRINTING CO. INC	REGULAR	09/19/2017	119.00	
163777	CHILDRENSL	THE CHILDREN'S LISTENING PLACE INC	REGULAR	09/19/2017	120.00	
163778	CWS	CWS	REGULAR	09/19/2017	4,674.93	
163779	DOMINIONH	DOMINION HOPE	REGULAR	09/19/2017	24.48	
163780	FIREEXTIN	FIRE EXTINGUISHER SPECL	REGULAR	09/19/2017	1,052.40	
163781	FORE TIMB	FORE TIMBER COMPANY INC	REGULAR	09/19/2017	456.33	
163782	GALLS	GALLS	REGULAR	09/19/2017	105.46	
163783	GARRDIAN	GARRETT DIANA KAY	REGULAR	09/19/2017	181.63	
163784	HUMANE SO	HUMANE SOCIETY	REGULAR	09/19/2017	19,250.00	
163785	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	09/19/2017	322.16	
163786	LAMP	LAMP PESTPROOF	REGULAR	09/19/2017	80.00	
163787	MID-OHIOVRA	MID-OHIO VALLEY REGIONAL AIRPORT	REGULAR	09/19/2017	850.00	
163788	MIKE ST.CLAIR	MIKE ST.CLAIR	REGULAR	09/19/2017	294.20	
163789	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	09/19/2017	130.00	
163790	ODEPOT	OFFICE DEPOT	REGULAR	09/19/2017	352.87	
163791	OPOTA	OHIO PEACE OFFICER TRAINING ACADEMY	REGULAR	09/19/2017	300.00	
163792	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	09/19/2017	166,403.36	
163793	PCM-G	PCMG	REGULAR	09/19/2017	5,455.50	
163794	RICOH	RICOH USA INC	REGULAR	09/19/2017	348.44	
163795	RON'S	RON'S PORTA JOHNS, INC.	REGULAR	09/19/2017	225.00	
163796	S W RESOU	S W RESOURCES	REGULAR	09/19/2017	48.00	
163797	SHAWLIND	SHAWVER LINDSEY A	REGULAR	09/19/2017	365.06	
163798	SIR SPEED	SIR SPEEDY PRINTING	REGULAR	09/19/2017	78.12	
163799	SUDDENLINKD	SUDDENLINK	REGULAR	09/19/2017	134.21	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
749	HUMANE SO	HUMANE SOCIETY	REGULAR	09/19/2017	3,333.33	

DOG FUND Bank Id 103 Totals

3,333.33

A handwritten signature in black ink, consisting of a stylized 'R' followed by a large, loopy flourish.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
749	HUMANE SO	HUMANE SOCIETY	REGULAR	09/19/2017	3,333.33	

DOG FUND Bank Id 103 Totals

3,333.33

A handwritten signature in black ink, appearing to be 'PKE' with a large, stylized flourish below it.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1562	WATERS R	ROBIN WATERS	REGULAR	09/19/2017	25.50	

MAGISTRATE COURT Bank Id 105 Totals

25.50

A large, stylized handwritten signature in black ink, located in the bottom right corner of the page. The signature appears to be a cursive representation of a name, possibly "R. Waters" or similar, with a long, sweeping tail.


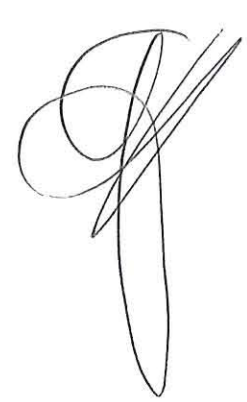
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6942	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	09/19/2017	555.00	
6943	PACIFIC	PACIFIC INTERPRETERS	REGULAR	09/19/2017	11.70	
6944	POWERPHONE	POWERPHONE, INC.	REGULAR	09/19/2017	199.00	
6945	TERMINIX	TERMINIX	REGULAR	09/19/2017	37.00	
6946	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	09/19/2017	109.98	
6947	VERIZONW	VERIZON WIRELESS	REGULAR	09/19/2017	355.89	
6948	WONDERLIC	WONDERLIC	REGULAR	09/19/2017	1,500.00	
6949	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	09/19/2017	25.00	
E-911 FUND Bank Id 107 Totals					<u>2,793.57</u>	
Report Totals					<u>2,793.57</u>	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3380	BIINCORP	BI INCORPORATED	REGULAR	09/19/2017	7,833.16	
3381	FEDERAL	FEDERAL EXPRESS CORP	REGULAR	09/19/2017	30.89	
3382	MOVDRC	MID-OHIO VALLEY DAY REPORT CENTER	REGULAR	09/19/2017	844.50	
3383	VERIZONW	VERIZON WIRELESS	REGULAR	09/19/2017	192.70	
HOME CONFINEMENT Bank Id 108 Totals					8,901.25	

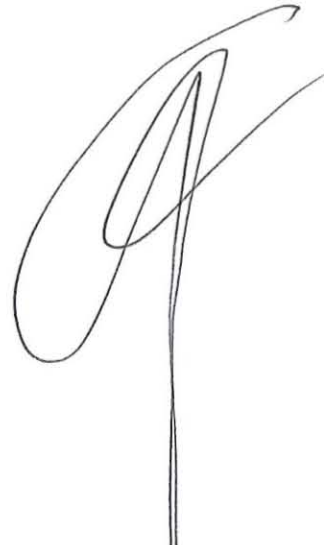



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6146	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	09/19/2017	277.00	

ASSESSOR'S VALUATION Bank Id 156 Totals

277.00

A handwritten signature in black ink, appearing to be 'R. A.', located in the lower right quadrant of the page.A large, stylized handwritten signature in black ink, located in the bottom right corner of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6687	AAP	ADVANCE AUTO PARTS	REGULAR	09/19/2017	127.61	
6688	FIREEXTIN	FIRE EXTINGUISHER SPECL	REGULAR	09/19/2017	35.00	
6689	GREAPRIS	GREATHOUSE PRISCILLA R	REGULAR	09/19/2017	49.11	
6690	LAMP	LAMP PESTPROOF	REGULAR	09/19/2017	128.40	
6691	LANCE	PHYLISS LANCE	REGULAR	09/19/2017	550.00	
6692	MONPOWER	MON POWER	REGULAR	09/19/2017	168.48	
6693	ODEPOT	OFFICE DEPOT	REGULAR	09/19/2017	273.47	
6694	OLD COLONY J	OLD COLONY REALTORS	REGULAR	09/19/2017	1,100.00	
6695	SUDDENLINKD	SUDDENLINK	REGULAR	09/19/2017	710.58	
6696	TYLER	TYLER MOUNTAIN WATER CO INC	REGULAR	09/19/2017	24.92	
6697	VERIZONW	VERIZON WIRELESS	REGULAR	09/19/2017	518.36	
6698	WOOD CO W	WOOD COUNTY WASTE	REGULAR	09/19/2017	156.21	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					3,842.14	

A large, stylized handwritten signature is written in the bottom right corner of the page. Above it, the initials 'RCS' are written in a similar stylized font.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
631	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	09/19/2017	4,960.88	

CAPITAL RESERVE Bank Id 247 Totals

4,960.88

Report Totals

233,309.93

[Handwritten signature]