

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, AUGUST 6, 2018

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 Erroneous Assessment Applications in regard to personal and real properties. Copies are attached and shall be made a part thereof.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission met with Mark Rhodes, County Clerk. He requested they apply for a Help America Vote Act (HAVA) Grant. After discussion, the County Commission authorized Commissioner Couch, as President, execute an Application for said Grant. (Order M/3960)

At 9:41 A.M., Mr. Rhodes informed the County Commission they have reassigned the files of Fiduciary Commissioner, Ernie Douglas. They intend to split the cases among the remaining three Fiduciary Commissioners. (Order M/3961)

At 9:43 A.M., Commissioner Tebay asked Wood County compliance Officer, Sarah Farnsworth, about the conditions in Meadowbrook Trailer Court. She stated they have been working with the owners to get them cleaned up.

At 9:45 A.M., Rick Woodyard, E-911 Telecommunications Director, met with the County Commission to requested they approve an easement and a grant agreement for a new tower location for property donated by Chemours. After discussion, the County Commission executed an Easement for an emergency communications tower to be placed on property located on the Dry Run Landfill off WV Route 68. (Order M/3962)

At 10:01 A.M., the County Commission approved the hiring of Katty Gilbert as an employee for the Wood County Circuit Clerk's Office.


ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/3957, M/3960, M/3961, M/3962

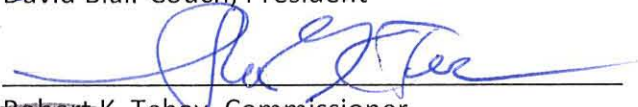
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:44 A.M.

APPROVED:

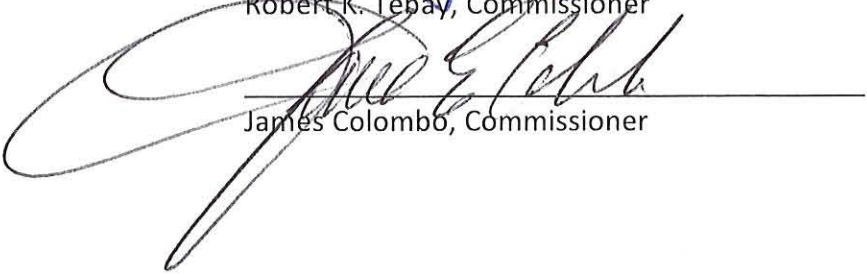
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled August 6, 2018.

Wood County Commission Meeting
Held August 6, 2018

Please Print

1.	Rick Woodman
2.	Mark Rhodes
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Wood County Commission
Agenda

8/6/2018

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Discuss HAVA Grant for Election Equipment	Mark Rhodes, County Clerk
	Discuss Fiduciary Commissioner	Mark Rhodes, County Clerk
	Discuss and consider easement for tower site	Rick Woodyard, E-911 Telecommunications Director
	Consider Request to Hire – Katty A. Gilbert as a Deputy Circuit Clerk for the Wood County Circuit Clerk's Office - \$25,500.00	
	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 6, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE AN
AWARD DOCUMENT FOR A JAG GRANT

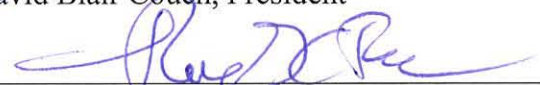
ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay 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 EXECUTE an Award Document for a Justice Assistance Grant (JAG) with the U.S. Department of Justice. Said grant is for twelve thousand six hundred eighty-one dollars and zero cents (\$12,681.00) and is grant number 2017-DJ-BX-0245.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

M/3957

Mark Rhodes
WOOD COUNTY 08:33:30 PM
Instrument No 8796835
Date Recorded 08/06/2018
Document Type 000
Pages Recorded 1
Book-Page 75-11

AUGUST 6, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE AN
APPLICATION FOR A HAVA GRANT.

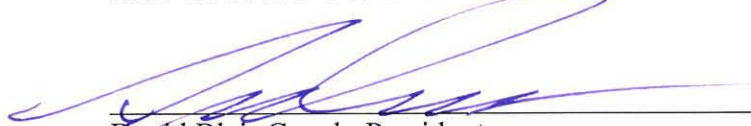
ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made by Robert K. Tebay, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Application for a Help America Vote Act (HAVA) Grant with the West Virginia Secretary of State's Office. Said grant application is in the amount of seven hundred fifty thousand dollars and zero cents (\$750,000.00) and is on behalf of the Wood County Clerk's Office and would replace the current voting machines and provide electronic poll books.

Information relating to the HAVA Application is on file in the Office of the County Administrator.

APPROVED:

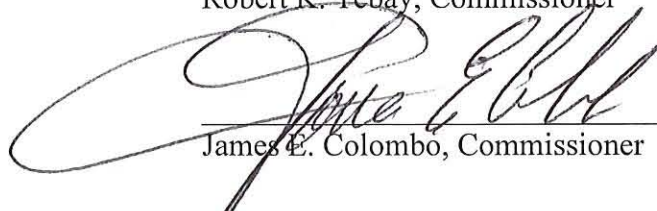
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3960

Mark Rhodes
WOOD COUNTY 03:36:24 PM
Instrument No 8796857
Date Recorded 08/06/2018
Document Type 000
Pages Recorded 1
Book-Page 75-11

AUGUST 6, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

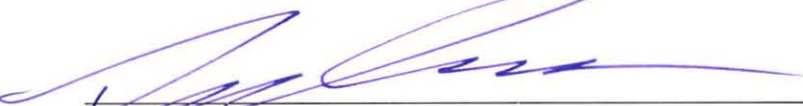
IN RE: THE COUNTY COMMISSION ACCEPTED THE RESIGNATION
OF ERNIE DOUGLASS

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James Colombo and made unanimous by Robert K. Tebay, did hereby ACCEPT the resignation of Wood County Probate Fiduciary Commissioner, Ernie Douglass. Upon recommendation of Wood County Clerk, Mark Rhodes, Mr. Douglass's unfinished hearings were reassigned to the remaining fiduciary commissioners.

APPROVED:


THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3961

Mark Rhodes
WOOD COUNTY 08:38:17 PM
Instrument No 8796858
Date Recorded 08/06/2018
Document Type CDD
Pages Recorded 1
Book-Page 75-11

AUGUST 6, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE AN
EASEMENT FOR A TOWER SITE.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Easement for an emergency communications tower to be placed on property located on the Dry Run Landfill off West Virginia Route 68, Harris District, Wood County, West Virginia. Said easement is with the current property owner, Chemours Company FC, LLC and is upon the request of Wood County E-911 Director Rick Woodyard.

APPROVED:

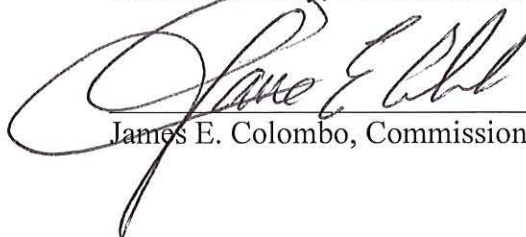
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3962

Mark Rhodes
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Instrument No 8736860
Date Recorded 08/06/2018
Document Type COO
Pages Recorded 1
Book-Page 75-11

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
755	DILL'S	DILL'S FIRE & SAFETY	REGULAR	08/02/2018	850.20	
756	DW BROCK	DW BROCK CONSTRUCTION	REGULAR	08/02/2018	2,825.00	
757	EMERGENCYM	EMERGENCY MEDICAL PRODUCTS, INC	REGULAR	08/02/2018	175.53	
758	FINLEY FI	FINLEY FIRE EQUIPMENT	REGULAR	08/02/2018	2,405.03	
759	FRONTIER	FRONTIER	REGULAR	08/02/2018	219.31	
760	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	08/02/2018	175.54	
761	NUTTERDA	DARRIN NUTTER	REGULAR	08/02/2018	1,000.00	

FIRE SERVICE FEE Bank Id 120 Totals

7,650.61

Report Totals

7,650.61



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7193	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	08/01/2018	151,011.18	

E-911 FUND Bank Id 107 Totals 151,011.18

Report Totals 151,011.18

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2648	MONPOWER	MON POWER	REGULAR	08/01/2018	24,589.29	

GENERAL FUND Bank Id 101 Totals

24,589.29

Report Totals

24,589.29

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Check Register Report for Wood County Commission

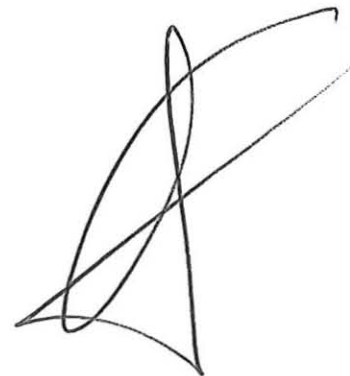
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1578	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	07/31/2018	52,129.88	

MAGISTRATE COURT Bank Id 105 Totals

52,129.88

Report Totals

52,129.88



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7188	AT&T MOBILE	AT&T MOBILITY	REGULAR	07/31/2018	357.38	
7189	CAS CABLE	CAS CABLE	REGULAR	07/31/2018	500.00	
7190	OESTERLEA	OESTERLE AUTO PRODUCTS	REGULAR	07/31/2018	295.00	
7191	SUDDENLINK	SUDDENLINK	REGULAR	07/31/2018	252.20	
7192	TREASUREROHIO	TREASURER OF STATE OF OHIO	REGULAR	07/31/2018	120.00	

E-911 FUND Bank Id 107 Totals

1,524.58

Report Totals

1,524.58



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6969	ALCOHOLMONIT	ALCOHOL MONITORING SYSTEMS	REGULAR	07/31/2018	127.50	
6970	MONPOWER	MON POWER	REGULAR	07/31/2018	181.86	
6971	SUDDENLINK	SUDDENLINK	REGULAR	07/31/2018	711.87	
6972	VERIZONW	VERIZON WIRELESS	REGULAR	07/31/2018	2,324.46	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					<u>3,345.69</u>	
Report Totals					<u>3,345.69</u>	



Check Register Report for Wood County Commission

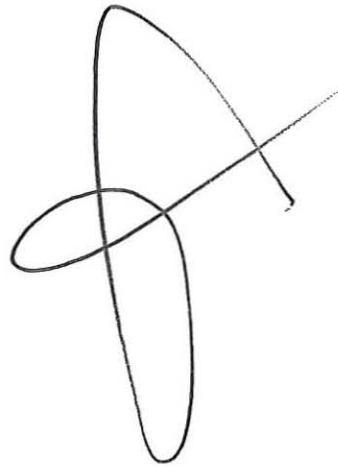
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3432	MOVDRC	MID-OHIO VALLEY DAY REPORT CENTER	REGULAR	07/31/2018	729.50	

HOME CONFINEMENT Bank Id 108 Totals

729.50

Report Totals

729.50



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2639	CHILD	CHILD SUPPORT ENF DIV	REGULAR	07/31/2018	671.88	
2640	EMPOWER	EMPOWER RETIREMENT	REGULAR	07/31/2018	45.00	
2641	FSA	TASC	REGULAR	07/31/2018	2,685.00	
2642	IRS-PAY	INTERNAL REVENUE SERVICE	REGULAR	07/31/2018	80,570.50	
2643	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	07/31/2018	725.34	
2644	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	07/31/2018	25,255.17	
2645	DENTAL	RENAISSANCE	REGULAR	07/31/2018	1,358.10	
166235	AMERICAN	AFLAC	REGULAR	07/31/2018	117.34	
166236	GREAT LAKES	GREAT LAKES HIGHER ED. GUARANTY CORPORATION	REGULAR	07/31/2018	132.69	
166237	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	07/31/2018	2,145.00	
166238	PHEAA	PHEAA	REGULAR	07/31/2018	284.20	
166239	PUBLIC DE	ONE COMMUNITY FEDERAL CREDIT UNION	REGULAR	07/31/2018	7,875.00	
166240	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	07/31/2018	1,483.96	
166241	WESTERNSO	WESTERN & SOUTHERN LIFE	REGULAR	07/31/2018	306.36	
166242	WESTFIELD	LINCOLN FINANCIAL GROUP	REGULAR	07/31/2018	16.00	
166243	WVLOAN	WV CONSOLIDATED PUBLIC RETIREMENT BOARD	REGULAR	07/31/2018	166.50	
166244	BARRETTJ	J. J. BARRETT	REGULAR	07/31/2018	193.14	
166245	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	07/31/2018	236.74	
166246	PULLIN	PULLIN FOWLER & FLANAGAN P.I.C.	REGULAR	07/31/2018	3,789.00	
166247	ASTORGFORD	ASTORG FORD LINCOLN-MERCURY	REGULAR	07/31/2018	1,890.41	
166248	CELLEBRITE	CELLEBRITE INC	REGULAR	07/31/2018	3,400.00	
166249	CWS	CWS	REGULAR	07/31/2018	3,384.99	
166250	DEEMMACK	DEEM MACKENZIE L	REGULAR	07/31/2018	48.15	
166251	DISH	DISH NETWORK	REGULAR	07/31/2018	102.94	
166252	DOMINIONH	DOMINION HOPE	REGULAR	07/31/2018	18.35	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
166253	ELEC SPECIALTY	ELECTRONIC SPECIALTY COMPANY	REGULAR	07/31/2018	556.00	
166254	FEDERAL	FEDERAL EXPRESS CORP	REGULAR	07/31/2018	132.53	
166255	FOUSS	TAMMI FOUSS	REGULAR	07/31/2018	50.00	
166256	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	07/31/2018	260,966.94	
166257	INTOXIMET	INTOXIMETERS, INC	REGULAR	07/31/2018	23.50	
166258	IRS-PAY	INTERNAL REVENUE SERVICE	REGULAR	07/31/2018	946.44	
166259	JCSD	JACKSON COUNTY SHERIFF'S DEPT	REGULAR	07/31/2018	182.43	
166260	LIFE	DEARBORN NATIONAL	REGULAR	07/31/2018	1,140.80	
166261	OGDEN	PARKERSBURG NEWS	REGULAR	07/31/2018	227.00	
166262	PARKPOLICE	PARKERSBURG POLICE DEPARTMENT	REGULAR	07/31/2018	475.04	
166263	ROSSMELO	ROSS MELODY L.	REGULAR	07/31/2018	117.70	
166264	SPENCER PD	SPENCER POLICE DEPARTMENT	REGULAR	07/31/2018	176.88	
166265	STEERSHEA	STEERS HEATING/COOLING	REGULAR	07/31/2018	2,044.73	
166266	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	07/31/2018	237.68	
166267	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	07/31/2018	3,289.90	
166268	UNION WIL	UNION WILLIAMS PUBLIC SE	REGULAR	07/31/2018	72.96	
166269	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	07/31/2018	485.00	
166270	VISION	VISION SERVICE PLAN (WV)	REGULAR	07/31/2018	3,482.48	
166271	WESBANCO	WESBANCO	REGULAR	07/31/2018	75,000.00	
166272	WHITCHRI1	WHITTAKER CHRISTOPHER H.	REGULAR	07/31/2018	246.64	

GENERAL FUND Bank Id 101 Totals

486,756.41

Report Totals

486,756.41



County of Wood

CAROLE JONES
CIRCUIT CLERK

OFFICE OF THE CIRCUIT CLERK
Wood County Judicial Building – Room #133
#2 Government Square, Parkersburg, WV 26101-5353

Phone: 304-424-1700
FAX: 304-424-1804

August 6, 2018

TO: WOOD COUNTY COMMISSION

RE: Katty A. Gilbert

Please be advised that Katty A. Gilbert will become a full time employee in my office, effective August 7, 2018, and is to receive an annual salary in the amount of \$25,500.00.

Thank you for your assistance in this matter.

Respectfully,

A handwritten signature in cursive script that reads "Carole Jones".

Carole Jones, Clerk
Circuit Court of Wood County

cc: Finance Office

A large, stylized handwritten signature, possibly reading "R. Jones", written in dark ink.

Mark Rhodes
WOOD County 03:35:03 PM
Instrument No 8796856
Date Recorded 08/06/2018
Document Type CDO
Pages Recorded 1
Book-Page 75-11