

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 13, 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 minutes of August 2, 2018.

AGENDA AND DISCUSSION ITEMS

At 9:50 A.M., the County Commission met with Mark Rhodes, Wood County Clerk, along with Prosecuting Attorney, Pat Lefebure. They advised the Commission that the County Clerk's Office had accepted the purported Last Will and Testament for Francisco Ponce. The Commission was presented with a Notice of Will Contest and Notice of Lodging of Will with the clerk from Aaron Boone. The County Commission Ordered and appointed Will Creighton, VI as Curator of the Estate of Francisco Ponce until relieved of responsibility by the Circuit Court or further Order of the County Commission. (Probate Order)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2018, A/2019, A/2020, M/3959, Probate Order

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:53 A.M.

APPROVED:

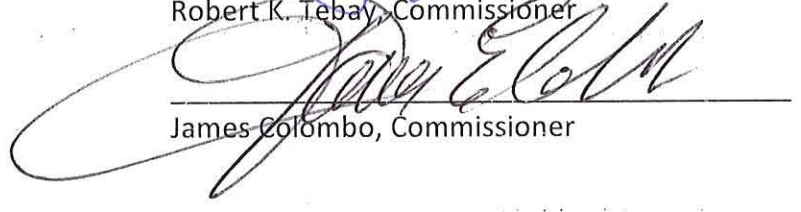
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled August 13, 2018.

Wood County Commission Meeting
Held August 13, 2018

Please Print

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Wood County Commission
Agenda

8/13/2018

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.		
	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 13, 2018

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 July, 2018. 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:

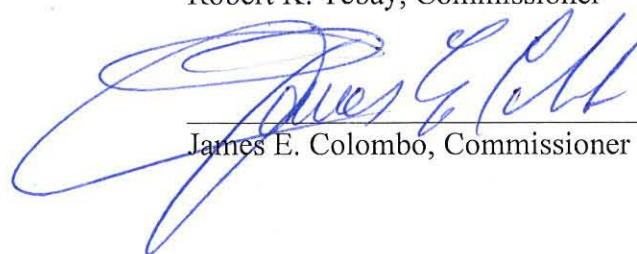
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2018

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: **7/1/18 - 7/31/18**

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** **8/13/2018**

(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 03:39:22 PM
Instrument No 8797392
Date Recorded 08/13/2018
Document Type 001
Pages Recorded 1
Book-Page 75-12

AUGUST 13, 2018

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 \$2,750.00.

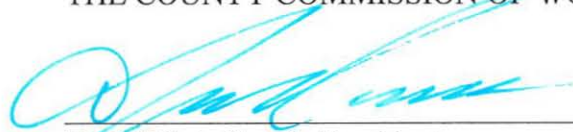
ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James 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 two thousand seven hundred fifty dollars and zero cents (\$2,750.00) for the month of July, 2018. The Request for Reimbursement form, the Project Financial Report and the Monthly Progress Report have been submitted.

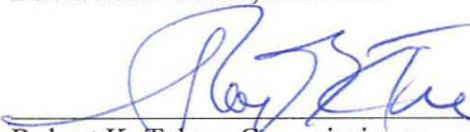
A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof. Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

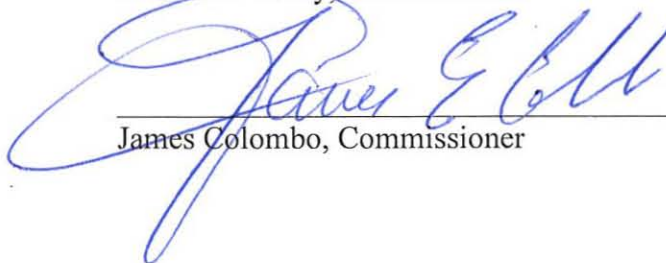
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

A/2019

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: **7/1/18 - 7/31/18**

PROJECT CASH EXPENDITURES

Account Number	Amount
	\$2,750.00
TOTAL	\$2,750.00

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 8/13/2018
(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 03:36:19 PM
Instrument No 8797391
Date Recorded 08/13/2018
Document Type 001
Pages Recorded 2
Book-Page 75-12

AUGUST 13, 2018

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 \$743.70.

ORDER


On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James 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 seven hundred forty-three dollars and seventy cents (\$743.70) for the month of July, 2018. The Request for Reimbursement form, the Project Financial Report and the Monthly Progress Report have been submitted.

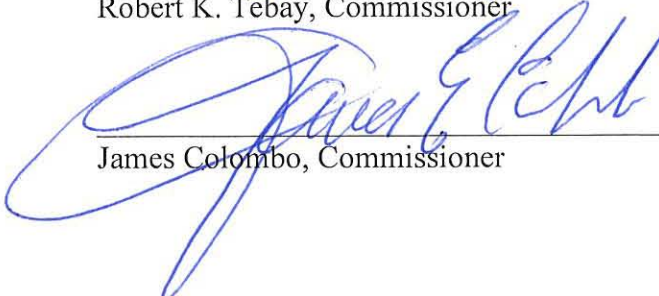
A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof. Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James Colombo, Commissioner

A/2020

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: 7/1/18 - 7/31/18	

PROJECT CASH EXPENDITURES

Account Number	Amount
	\$743.70
TOTAL	\$743.70

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 8/13/2018
(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 03:32:13 PM
Instrument No 8797388
Date Recorded 08/13/2018
Document Type 000
Pages Recorded 2
Book-Page 75-12

AUGUST 13, 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 A
GRANT REIMBURSEMENT REQUEST FOR THE WOOD
COUNTY ALTERNATIVE TRANSPORTATION GRANT IN
THE AMOUNT OF \$2,880.00

ORDER

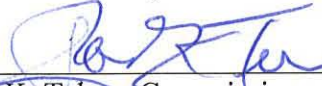
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Reimbursement Request in the amount of two thousand eight hundred eighty dollars and zero cents (\$2,880.00) for the Wood County Alternative Transportation grant.

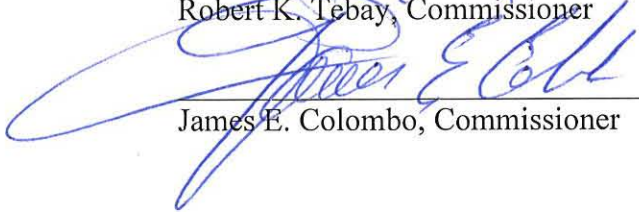
A copy of said Reimbursement Request is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

M/3959

The County Commission of Wood County

No. 1 Court Square, Suite 203 Parkersburg, West Virginia 26101
(304) 424-1984



DAVID BLAIR COUCH
President

ROBERT K. TEBAY
Commissioner

JAMES E. COLOMBO
Commissioner

August 13, 2018

Parkersburg Area Community Foundation
Attn: Julie Boyce
1620 Park Avenue
PO Box 1762
Parkersburg, WV 26101-1762

RE: Reimbursement Request

Dear Ms. Boyce,

As per the attached documentation, please issue a check to the **Wood County Commission** in the amount of \$2,880.00 (two thousand eight hundred eighty dollars and zero cents) to be taken from the Wood County Trails fund. Please be advised this represents reimbursement of the following expenses paid by the Wood County Commission on behalf of the Wood County Alternative Transportation Council:

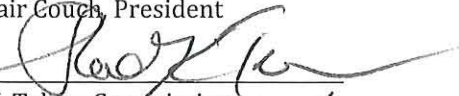
- \$300.00 paid by check #166345 for advertising
- \$300.00 paid by check #166345 for advertising
- \$1,110.00 paid by check #166349 for advertising
- \$1,170.00 paid by check #166349 for advertising

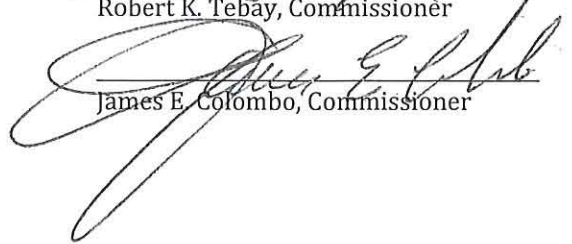
Thank you for your assistance and cooperation in this matter.

Sincerely,

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

WCC/ad
Attachment

Marty Seufer, County Administrator • Ph. 304-424-1976 • Fax 304-424-0194

Mark Rhodes
WOOD County 03:16:01 PM
Instrument No 8797382
Date Recorded 08/13/2018
Document Type 000
Pages Recorded 2
Book-Page 75-12

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1110	UNITED NB	UNITED BANK LOAN PROCESSING CENTER	REGULAR	08/07/2018	4,411.82	
COAL SEVERANCE TAX Bank Id 201 Totals					<u>4,411.82</u>	
Report Totals					<u>14,974.11</u>	




Check Register Report for Wood Cou

Check No	Vendor Id	Vendor Name	Type
6973	MONPOWER	MON POWER	REGULAR
6974	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR
6975	ODEPOT	OFFICE DEPOT	REGULAR
6976	RICOH	RICOH USA INC	REGULAR
6977	SPENCER W	CITY OF SPENCER WATERWORKS	REGULAR

COMM.CRIMINAL JUSTICE FUND Bank I

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6973	MONPOWER	MON POWER	REGULAR	08/07/2018	1,619.17	
6974	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	08/07/2018	33.44	
6975	ODEPOT	OFFICE DEPOT	REGULAR	08/07/2018	366.73	
6976	RICOH	RICOH USA INC	REGULAR	08/07/2018	478.02	
6977	SPENCER W	CITY OF SPENCER WATERWORKS	REGULAR	08/07/2018	26.52	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					<u>2,523.88</u>	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3433	KESTERSON	KESTERSON CLEANERS	REGULAR	08/07/2018	12.32	

HOME CONFINEMENT Bank Id 108 Totals

12.32

A large, stylized handwritten signature in black ink, possibly reading 'RST' or similar, located in the lower right quadrant of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
762	AMERICAN AIR	AMERICAN AIR	REGULAR	08/09/2018	5,175.00	
763	ARMSTRONG GR	ARMSTRONG	REGULAR	08/09/2018	150.48	
764	CAS CABLE	CAS CABLE	REGULAR	08/09/2018	174.57	
765	CLAYWOOD	CLAYWOOD PARK PUBLIC SERVICE DIST	REGULAR	08/09/2018	23.10	
766	DOMINIONH	DOMINION HOPE	REGULAR	08/09/2018	25.29	
767	EMERGENCYM	EMERGENCY MEDICAL PRODUCTS. INC	REGULAR	08/09/2018	534.51	
768	FINLEY FI	FINLEY FIRE EQUIPMENT	REGULAR	08/09/2018	2,575.18	
769	FLEET	VOYAGER FLEET SYSTEMS INC	REGULAR	08/09/2018	1,337.98	
770	FOAMCOAT	FOAMCOAT ROOFING & COAT.	REGULAR	08/09/2018	4,597.00	
771	HENNESSEE	DAVID R HENNESSEE	REGULAR	08/09/2018	23.80	
772	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	08/09/2018	705.00	
773	MONPOWER	MON POWER	REGULAR	08/09/2018	1,355.20	
774	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	08/09/2018	85.99	
775	VISA IL	VISA	REGULAR	08/09/2018	304.09	
776	WEX	WEX BANK	REGULAR	08/09/2018	475.37	

FIRE SERVICE FEE Bank Id 120 Totals

17,542.56

Report Totals

17,542.56

A large, stylized handwritten signature or scribble is present in the lower right quadrant of the page, above the initials 'RST'.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2649	DENTAL	RENAISSANCE	REGULAR	08/07/2018	4,754.99	
166273	DOMINIONH	DOMINION HOPE	REGULAR	08/07/2018	81.39	
166274	LOWES	LOWE'S COMPANIES, INC.	REGULAR	08/07/2018	165.20	
166275	MINERAL	MINERAL WELLS PUBLIC SERVICE DISTRICT	REGULAR	08/07/2018	446.72	
166276	MONPOWER	MON POWER	REGULAR	08/07/2018	1,667.94	
166277	LOWES	LOWE'S COMPANIES, INC.	REGULAR	08/07/2018	307.96	
166278	LOWES	LOWE'S COMPANIES, INC.	REGULAR	08/07/2018	41.52	X
166278	LOWES	LOWE'S COMPANIES, INC.	VOID	08/07/2018	(41.52)	X
166279	LOWES	LOWE'S COMPANIES, INC.	REGULAR	08/07/2018	38.80	
GENERAL FUND Bank Id 101 Totals					<u>7,463.00</u>	
Report Totals					<u>7,463.00</u>	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7194	CINTAS	CINTAS CORPORATION	REGULAR	08/07/2018	152.26	
7195	DOMINIONH	DOMINION HOPE	REGULAR	08/07/2018	189.16	
7196	FIREEXTIN	FIRE EXTINGUISHER SPECL	REGULAR	08/07/2018	125.00	
7197	NETWORK A	NETWORK ASSOCIATES	REGULAR	08/07/2018	35.95	
7198	PUREWATER	PURE WATER PARTNERS	REGULAR	08/07/2018	58.00	
E-911 FUND Bank Id 107 Totals					560.37	

