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 27, 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.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission discussed acquiring a new engineer. After discussion it was agreed that the County needs a Certified Engineer.

At 9:40 A.M., the County Commission discussed a request for salary increases from the 911 Center.

At 10:00 A.M., the County Commission met with Russ Skogstad, Vienna city Attorney.

Mr. Skogstad requested a hearing date be set for the Annexation by Minor Boundary

Adjustment, City of Vienna. (Attorney Order)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

Attorney Order, A/3966, A/3967, A/3968, A/3969

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:58 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 27, 2018.

Wood County Commission Meeting Held August 27, 2018

Please Print

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Wood County Commission Agenda

8/27/2018 1 Court Square, Suite 203 Parkersburg, WV 26101

| 9:30 A.M. | Consider setting hearing date for the Application for Annexation of Lots 23 & 24 and the Easterly Eight Feet of Lot 22 of the W.M. Dawkins Addition to the City of Vienna | Russ Skogstad, Attorney for the City of Vienna |
|-----------|---|--|
| | Discuss and consider salary increase request for E- 911 | |
| | Discuss County Engineer Position | |
| | 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, impropers 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

THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE:

Petition for Annexation by Minor Boundary Adjustment

City of Vienna, a Municipal Corporation

(LOTS 23 AND 24 OF THE W.M. DAWKINS ADDITION TO THE CITY OF VIENNA, AND THE EASTERLY EIGHT FEET OF LOT 22 OF THE W.M. DAWKINS ADDITION, PLAT

BOOK 8, AT PAGE 33

ORDER

This 27th day of ________, 2018, came the Petitioner, City of Vienna, a Municipal Corporation, by and through Russell J. Skogstad, Jr., its attorney, and tendered and asked leave to file its Peitition for Annexation by Minor Boundary Adjustment pursuant to West Virginia Code § 8-6-5, as amended.

WHEREUPON, and after having reviewed said Petition it hereby found that same meets the requirements of West Virginia Code § 8-6-5, and accordingly, it is hereby ORDERED FILED.

IT IS FURTHER ORDERED that a hearing upon said Petition shall be held before the Commission, in chambers at the Wood County Courthouse, Parkersburg, West Virginia, on 1022 2018 10AM.

IT IS FURTHER ORDERED that the Petitioner shall cause a Notice of Hearing to be published in accordance with West Virginia Code § 8-6-5, as amended and that the Notice of Hearing shall be prominently posted at not less than five public places within the area proposed to be annexed.

ENTER:

Commissioner

Commissioner

Commissioner

Pages Recorded 1 Book-Page 75

rument No 8793527 Recorded 08/27/20 Ment Type 888 & Recorded 1

AUGUST 27, 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-03-402. SAID REQUEST IS IN THE AMOUNT OF \$3,201.38

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-03-402. The Request for Reimbursement is in the amount of three thousand two hundred one dollars and thirty-eight cents (\$3,201.38) 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

M/3966

GOVERNOR'S HIGHWAY SAFETY PROGRAM

#2 Hale Street, Suite 100

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| (For GHSP Use Only) | Sub- Grantee: | Wood Co | unty Cor | mmission |
| × | Address: | | Court Sq | • |
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| Date Posted Initials | FROM: | July 1, 2018 | TO: | July 31, 2018 |
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| (Typed Name And (Authorized Official or Grant Fi | | 6 | nature) | (Date) |
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| ADMI | INISTRATIVE | E APPROVAL | | |
| This request is approved for the amount of: | | (App | proved) | (Dota) |
| | | | 12 | (Date) |
| Pursuant to the authority vested in m | ne, I certify that | this request is correc | t and proper | r for payment. |

(Date)

(Director)

AUGUST 27, 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-03-405d. SAID REQUEST IS IN THE AMOUNT OF \$1,326.96

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-03-405d. The Request for Reimbursement is in the amount of one thousand three hundred twenty-six dollars and ninety-six cents (\$1,326.96) for the month of July, 2018. The Request for Reimbursement form, the Project Financial Report, time sheets for the Jackson County Sheriff's Department, 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

M/3967

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE P. O. Box 17600

Charleston, West Virginia 25317-0010

| Telephone: (304) 926-250 |)9 Fax: (304) 926 | |
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| INLOUL | ST FOR REIMBURSEMENT | -0000 |
| (For GHSP Use Only) | Sub- Grantee: Wood County Co | |
| | Address: One Court Square, | |
| | Parkersburg, WV P. O. Number MV180 | |
| | Grant Number: F18-HS- | |
| | FEIN Number: 556 00 | TEN SERVICE |
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| | For the period of: 7/1/18 - | 7/31/18 |
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| | TOTAL | \$1,326.96 |
| | ce with the approved budget for this grant. All do | d covered and for the cumentation is |
| BY: David Blair Couch (Typed Name Ar (Authorized Official or Grant F | Governor's Highway Safety Program. a, President 8/27/2 and Title) (Signature) | cumentation is |
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AUGUST 27, 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-DOHDD. SAID REQUEST IS IN THE AMOUNT OF \$1,186.11

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-DOHDD. The Request for Reimbursement is in the amount of one thousand one hundred eighty-six dollars and eleven cents (\$1,186.11) for the month of July, 2018. The Request for Reimbursement form, the Project Financial Report, time sheets for the Vienna Police Department 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. Yebay, Commissioner

ames Colombo, Commi

M/3968

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE P. O. Box 17600

Charleston, West Virginia 25317-0010

| REQUEST FOR REIMBURSEMENT Sub- Grantee: Wood County Commission Address: One Court Square, Suite 203 Parkersburg, WV 26101 P.O. Number MV1803DOHDD Grant Number: F18-HS-03-DOHDD 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 \$1,186.11 TOTAL \$1,186.11 TOTAL \$1,186.11 CERTIFICATION: I certify that this report represents actual receipts and expenditures of funds for the period covered and fe 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 Frogram. BY: David Blair Couch, President (Typed Name And Title) (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 | Telephone: (304) 926-250 | 9 | Fax: (304) 926 | -3880 | |
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| Grantee: Address: One Court Square, Suite 203 Parkersburg, WV 26101 P. O. Number MV1803DOHDD Grant Number: F18-HS-03-DOHDD 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 \$1,186.17 TOTAL \$1,186.17 TOTAL \$1,186.17 CERTIFICATION: I certify that this report represents actual receipts and expenditures of funds for the period covered and for 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 Frogram. BY: David Blair Couch, President (Typed Name And Title) (Authorized Official or Grant Financial Officer Only) GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY ADMINISTRATIVE APPROVAL This request is approved for the amount of: (Date) (Date) (Director) | REQUES | T FOR REIMBUR | RSEMENT | | |
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| (Date) (Director) | The request is expressed to the amount of | | (Approved) | (Date) | ┪ |
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AUGUST 27, 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-03-405b. SAID REQUEST IS IN THE AMOUNT OF \$286.21

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-03-405b. The Request for Reimbursement is in the amount of two hundred eighty-six dollars twenty-one cents (\$286.21) for the month of July, 2018. The Request for Reimbursement form, the Project Financial Report, time sheets for the Jackson County Sheriff's Office, the Ravenswood Police Department and the Parkersburg Police Department 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

M/3969

GOVERNOR'S HIGHWAY SAFETY PROGRAM

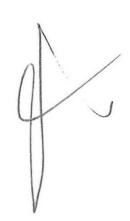
5707 MacCorkle Avenue SE P. O. Box 17600

Charleston, West Virginia 25317-0010

| 1 e | elephone: (304) 926-250 | | Fax: (3 | | |
|--|---|--|---|--------------------|--------------------------------|
| (F | For GHSP Use Only) | Sub- | Wood Cour | | nmission |
| | | Grantee: Address: | One Court | Sauaro | Suito 203 |
| | | Address. | Parkersb | | |
| | | P. O. Numb | | MV1803 | |
| | | Grant Numb | | F18-HS-0 | |
| | | FEIN Numb | | 556 00 | |
| | | | by requested to | | |
| | | For the period | | 7/1/18 - 7 | |
| | | | | | |
| PROJECT | CASH EXPENDITURES | Acc | ount Number | | Amount |
| | | | | | \$286.21 |
| | | | | | |
| | | | | | |
| | | | | TOTAL | \$286.21 |
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| I certify the | eat this report represents actua get to date, made in accordance | ce with the approve Governor's Highwa | ed budget for this gra | | cumentation is |
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| Check No 793 | Vendor Id DOMINIONH | Vendor Name DOMINION HOPE | Type REGULAR | Check Date 08/23/2018 | Check Amount 167.00 | Rec |
|-----------------|------------------------|----------------------------------|-----------------|-----------------------|------------------------|-----|
| 794 | EMPINC | EMERGENCY MEDICAL PRODUCTS, INC. | REGULAR | 08/23/2018 | 517.08 | |
| 795 | FAILSAFE | FAIL SAFE TESTING | REGULAR | 08/23/2018 | 2,727.08 | |
| 796 | FINLEY FI | FINLEY FIRE EQUIPMENT | REGULAR | 08/23/2018 | 2,028.53 | |
| 797 | FIREEXTIN | FIRE EXTINGUISHER SPECL | REGULAR | 08/23/2018 | 195.30 | |
| 798 | KAESER | KAESER & BLAIR INC | REGULAR | 08/23/2018 | 622.29 | |
| 799 | PROFESS | PROFESSIONAL COLLECTORS | REGULAR | 08/23/2018 | 300.00 | |
| 800 | QUALITY PROMO | QUALITY PROMO PRODUCTS | REGULAR | 08/23/2018 | 21.95 | |
| 801 | VISA IL | VISA | REGULAR | 08/23/2018 | 5,343.41 | |
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| | | | Re | port Totals | 11,922.64 | |

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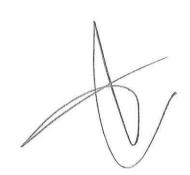
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166379 UNITED BANK UNITED BANKCARD CENTER REGULAR 08/22/2018 25,439.66

GENERAL FUND Bank Id 101 Totals

25,439.66



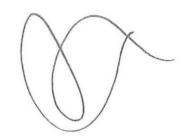


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7208 UNITED BANK UNITED BANKCARD CENTER REGULAR 08/22/2018 8,799.19

E-911 FUND Bank Id 107 Totals

8,799.19





Check No Vendor Id Vendor Name Type Check Date Check Amount Rec
6994 UNITED BANK UNITED BANKCARD CENTER REGULAR 08/22/2018 2,580.20

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

72 Totals 2,580.20

Report Totals 37,373.65

| 3 | Check No 2661 | Vendor Id DENTAL | Vendor Name RENAISSANCE | Type REGULAR | Check Date 08/21/2018 | Check Amoun | Rec |
|---|------------------|---------------------|---|-----------------|-----------------------|-------------|---------|
| | 166356 | BAKER L | LYNDE BAKER | REGULAR | 08/21/2018 | 46 20 | |
| | 166357 | BLUE360 | BLUE360 MEDIA | REGULAR | 08/21/2018 | 146.50 | |
| | 166358 | CWS | CWS | REGULAR | 08/21/2018 | 1,032,31 | |
| | 166359 | DOMINIONH | DOMINION HOPE | REGULAR | 08/21/2018 | 151,85 | |
| | 166360 | GALLS | GALLS | REGULAR | 08/21/2018 | 528(98) | |
| | 166361 | GENERALSA | GENERAL SALES CO. | REGULAR | 08/21/2018 | 1,998198 | |
| | 166362 | HRA | WESBANCO INSURANCE SERVICES | REGULAR | 08/21/2018 | 945,00 | |
| | 166363 | IN-SYNCH | IN-SYNCH SYSTEMS | REGULAR | 08/21/2018 | 859.68 | |
| | 166364 | JARRELLN | NANCY S. JARRELL, CCR | REGULAR | 08/21/2018 | 42,35 | |
| | 166365 | MEDEXPRESS | MEDEXPRESS URGENT CARE INC WV | REGULAR | 08/21/2018 | 170:00 | |
| | 166366 | MILLER CO | MILLER COMMUNICATIONS IN | REGULAR | 08/21/2018 | 130100 | |
| | 166367 | ODEPOT | OFFICE DEPOT | REGULAR | 08/21/2018 | 133 36 | |
| | 166368 | P-LIBRARY | PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY | REGULAR | 08/21/2018 | 37,328,18 | |
| | 166369 | QUALITY | QUALITY SALES & SERVICE | REGULAR | 08/21/2018 | 37,50 | |
| | 166370 | RIS | RECORDS IMAGING & STORAGE INC | REGULAR | 08/21/2018 | 1,443.00 | |
| | 166371 | S W RESOU | S W RESOURCES | REGULAR | 08/21/2018 | 25,00 | |
| | 166372 | SOFTWARES | SOFTWARE SYSTEMS INC | REGULAR | 08/21/2018 | 487.00 | 1 |
| | 166373 | TAYLOR'S D | TAYLOR'S DISPOSAL INC | REGULAR | 08/21/2018 | 197.26 |)/ |
| | 166374 | USBANKEQUIP | US BANK EQUIPMENT FINANCE | REGULAR | 08/21/2018 | 140.00 | X |
| | 166375 | VALLEY SU | VALLEY SUPPLY COMPANY | REGULAR | 08/21/2018 | 25,08 | |
| | 166376 | VERIZONW | VERIZON WIRELESS | REGULAR | 08/21/2018 | 2,536.99 | |
| | 166377 | WADETERE | WADE TERESA JEAN | REGULAR | 08/21/2018 | 21/23 | PI |
| | 166378 | WATERBOY | WATERBOY LLC | REGULAR | 08/21/2018 | 22.00 | 11 1 |
| | | | | | | | 4 / / / |

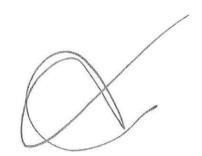
GENERAL FUND Bank Id 101 Totals

51,192.38

| Check No 7200 | Vendor Id BFS PETRO | Vendor Name BFS PETROLEUM | Type REGULAR | Check Date 08/21/2018 | Check Amount | Rec |
|------------------|------------------------|------------------------------|-----------------|-----------------------|--------------|-----|
| 7201 | CRS LLC | CRS LLC | REGULAR | 08/21/2018 | 5,900.00 | |
| 7202 | MEDEXPRESS | MEDEXPRESS URGENT CARE | REGULAR | 08/21/2018 | 80.00 | |
| 7203 | NI GOVERNMEN' | NI GOVERNMENT SERVICE INC | REGULAR | 08/21/2018 | 884.71 | |
| 7204 | T&S | T&S LAWN-LANDSCAPE INC | REGULAR | 08/21/2018 | 375,00 | |
| 7205 | TERMINIX | TERMINIX | REGULAR | 08/21/2018 | 3/7,00 | |
| 7206 | VERIZONW | VERIZON WIRELESS | REGULAR | 08/21/2018 | 136167 | |
| 7207 | WINANS | WINANS SERVICES | REGULAR | 08/21/2018 | 226.01 | |
| | | | | | | |

E-911 FUND Bank Id 107 Totals

7,763.75



| Check No Vendor Id 3435 BIINCORP | Vendor Name BI INCORPORATED | Type REGULAR | Check Date 08/21/2018 | Check Amount | Rec |
|----------------------------------|-----------------------------|-----------------|-----------------------|--------------|-----|
| 3436 VERIZONW | VERIZON WIRELESS | REGULAR | 08/21/2018 | 192 77 | |
| | HOME CONFINE | EMENT Bank Id | 108 Totals | 5,274.67 | |





| Check No 6988 | Vendor Id ADAMSHER | Vendor Name ADAMS SHERRY L. | Type REGULAR | Check Date 08/21/2018 | Check Amount | Rec |
|---|-----------------------|--------------------------------|-----------------|-----------------------|--------------|-----|
| 6989 | ALCOHOLMONIT | ALCOHOL MONITORING SYSTEMS | REGULAR | 08/21/2018 | [31]75 | |
| 6990 | GENERALSA | GENERAL SALES CO. | REGULAR | 08/21/2018 | 338.16 | |
| 6991 | LAMP | LAMP PESTPROOF | REGULAR | 08/21/2018 | 128-40 | |
| 6992 | SUDDENLINK | SUDDENLINK | REGULAR | 08/21/2018 | 71187 | |
| 6993 | TYLER | TYLER MOUNTAIN WATER CO | REGULAR | 08/21/2018 | 26:05 | |
| COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals | | | | | 1,586.67 | |
| Report Totals | | | | | 81,516.55 | |

