

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, FEBRUARY 8, 2018

PRESENT: DAVID BLAIR COUCH, PRESIDENT (VIA TELEPHONE)
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.

Andrew Walker's Oath of Office for the Wood County Commission on Crime, Delinquency and Correction was put on record on this date. Said oath is attached to these minutes and shall be made a part thereof.

AGENDA AND DISCUSSION ITEMS

At 9:33 A.M., the County Commission, upon a motion duly made, seconded and passed, executed a Resolution supporting the consolidation of all prisons, juvenile services and regional jails in the State of West Virginia. (Order M/3855)

At 9:57 A.M., the County Commission announced several vacancies for the Local Emergency Planning Committee (LEPC) and placed Blaine Auville, Chief Jason Matthews, Randy Lowe, Michelle Atkinson, Tim Thomas, Chief Steve Scholl, Pat Sole, Jane Wise, Mike Shook and J.J. Barrett in nomination. (Order A/1906)

At 9:58 A.M., the County Commission, upon a motion duly made, seconded and passed, appointed Sean Smith to the Wood County 9-1-1 Advisory Board. (A/1905)

At 9:59 A.M., the County Commission approved the hiring of Alyssa Burch as a part time employee in the Circuit Clerk's Office.

At 10:01 A.M., the County Commission, upon a motion duly made, seconded and passed, approved a new road name request for Hillside Drive. (Order A/1904)

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/1904, A/1905, A/1906, M/3855, M/3856, M/3856-A

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:26 A.M.

APPROVED:

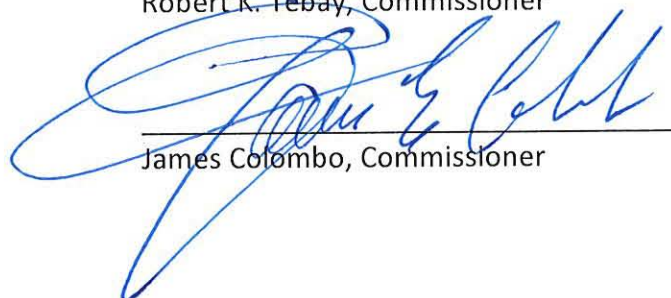
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled February 8, 2018.

Wood County Commission Meeting
Held February 8, 2018

Please Print

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Wood County Commission Agenda

2/8/2018

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider Resolution supporting consolidation of Correctional Facilities	
	Announce vacancies on the Wood/Wirt County Local Emergency Planning Committee	
	Consider appointing Shawn Smith to the Wood County E-911 Advisory Board	
	Consider Request to Hire – Alyssa Burch as a part time Deputy Circuit Clerk - \$10.00/hr	
	Board of Review and Equalization	
	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

FEBRUARY 8, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ORDERED THAT THE NEW ROAD NAME REQUEST FORM FROM JARED MACIVER BE APPROVED. THE NEW ROAD NAME WILL BE HILLSIDE DRIVE.

ORDER

The County Commission of Wood County was in receipt of a New Road Name Request Form from Jared MacIver, to name the road to his residence HILLSIDE DRIVE. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. The road to be known as HILLSIDE DRIVE is located at the intersection of North Dry Run Road and Williamstown Pike in Williams District, Tax Map 250 , Parcel F1. The request by Jared MacIver is in accordance with Chapter 7, Article 1, Section 3 of the Code of West Virginia, 1931, as amended, which deals, in part, with the County Commission naming or renaming thereof of roads, ways, streets, avenues, drives and the like to assure uniform, nonduplicative conversion of all rural routes to city-type addressing on a permanent basis.


The County Commission does hereby find that the said request, made in writing, by Jared MacIver, and the approval from the Wood County E-9-1-1, is in proper form and is hereby ORDERED to be filed.

NOW, THEREFORE, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay, and passed, does hereby ORDER that the aforementioned road be named HILLSIDE DRIVE. The County Commission does further ORDER that a copy of this ORDER, along with the New Road Name Request Form, be certified


by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission.

APPROVED:

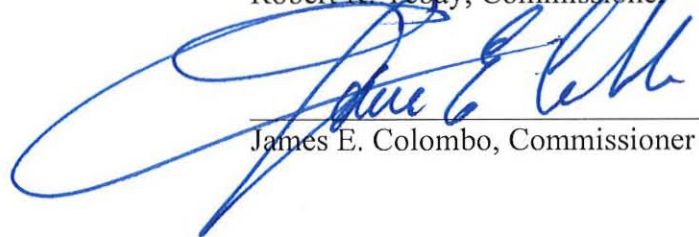
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1904

FEB 06 2018

J-B

Please complete the upper portion of this request form. Return it to: Central Telecommunications Center, 911 Core Road, Parkersburg, WV 26104.
County Administrator

WOOD COUNTY 9-1-1

NEW ROAD NAME REQUEST FORM

Applicant Name: JARED MACIVER

Applicant Phone #: (304) 483-8190

Property Owner Name: CECIL MIRACLE

Current Road Name or Highway Number, if any: 2609 NORTH DRYRUN ROAD

Tax District: 12

Tax Map #: 250

Parcel #: F1

Describe Physical Location: INTERSECTION OF NORTH DRY RUN ROAD AND WILLIAMSTOWN PIKE. Private drive with another house being built.

List Three Road Name Suggestions: 1st HILLSIDE DRIVE *
2nd HILLSVILLE DRIVE
3rd HILLCREST DRIVE

Please prioritize.

Signature of Applicant: [Signature]

OFFICIAL USE ONLY

Coordinated with the Map Processor:

Processor Signature: [Signature] Process Date: 2/5/18

Granted Street Name:

Place signature, address and telephone number all of the homeowners agreeing to the road name changes. This must be 100% of the residents if less than 10 and 75% if more than 10.

Signature	Existing Address	Phone #
[Signature]	2609 NORTH DRYRUN ROAD	(304) 482-0032 CELL (304) 375-4910 HOME

WOOD County 02:57:30 PM
Instrument No 8776415
Date Recorded 02/08/2018
Document Type CDD
Pages Recorded 3
Book-Page 74-577

New Roadname

FEBRUARY 8, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED SEAN SMITH TO
THE WOOD COUNTY 9-1-1 ADVISORY BOARD.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and passed, appointed Sean Smith, Vice President of Medical Operations at Camden Clark Medical Center, to the Wood County 9-1-1 Advisory Board. Said appointment is due to the fact that David McClure, Trauma/ES Camden Clark Medical Center submitted his resignation. Mr. Smith's term will expire on April 30, 2019.

APPROVED:

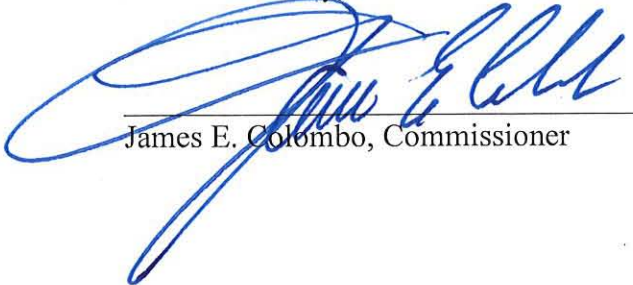
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1905

Mark Rhodes
+ WOOD County 03:04:47 PM
Instrument No 8776418
Date Recorded 02/08/2018
Document Type CDD
Pages Recorded 1
Book-Page 74-584

FEBRUARY 8, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT VACANCIES EXIST ON THE WOOD COUNTY LOCAL EMERGENCY PLANNING COMMITTEE. THEY PLACED BLAINE AUVILLE, CHIEF JASON MATTHEWS, RANDY LOWE, MICHELLE ATKINSON, TIM THOMAS, CHIEF STEVE SCHOLL, PAT SOLE, JANE WISE, MIKE SHOOK AND J.J. BARRETT IN NOMINATION.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and passed, announced that vacancies exist on the Local Emergency Planning Committee. Said vacancies are due to the fact that the terms of Blaine Auville (Community), Chief Jason Matthews (Parkersburg Fire Department), Randy Lowe (DuPont), Michelle Atkinson (Mid-Ohio Valley Health Department) Tim Thomas (Mid-Ohio Valley Transportation), Chief Steve Scholl (Vienna Volunteer Fire Department), Pat Sole (Wood County Schools Transportation Department), Jane Wise (Bureau of Fiscal Service), J.J. Barrett (WVU Extension Service), Mike Shook (Emergency Management) expired on December 31, 2017.

The County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and passed, placed Blaine Auville (Community), Chief Jason Matthews (Parkersburg Fire Department), Randy Lowe (DuPont), Tim Thomas (Mid-Ohio Valley Transportation), Chief Steve Scholl (Vienna Volunteer Fire Department), Pat Sole (Wood County Schools Transportation Department), Jane Wise (Bureau of Fiscal Service), Mike Shook (Emergency Management), Michelle Atkinson (Mid-Ohio Valley Health Department and J.J. Barrett (WVU Extension Service) in nomination for reappointment.

New terms 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/1906

Mark Rhodes
WOOD County 03:00:55 PM
Instrument No 8776417
Date Recorded 02/08/2018
Document Type CJD
Pages Recorded 2
Book-Page 74-582

FEBRUARY 8, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A
RESOLUTION IN SUPPORT OF WV CORRECTIONS
CONSOLIDATION

ORDER

On this date, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby EXECUTE a Resolution supporting the consolidation of all prisons, juvenile services and regional jails in the State of West Virginia.

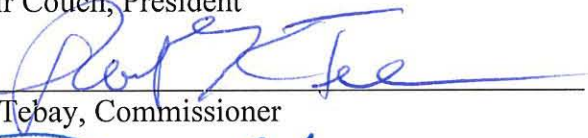
A copy of said Resolution is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3855

FEBRUARY 8, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA



SUPPORT OF WV CORRECTIONS CONSOLIDATION PROCLAMATION

- WHEREAS pending legislation is presently being addressed in the West Virginia Legislature (SB369 and HB4338) that proposes a consolidation of all prisons, juvenile services and regional jails; AND
- WHEREAS said proposed consolidation would create one administration to be called Department of Military Affairs and Public Safety, Divisions of Administrative Services, and Corrections and Rehabilitation; AND
- WHEREAS the elimination of redundant purposes or functions within the three existing entities would improve government efficiency, effectiveness and accountability; AND
- WHEREAS said proposed legislation would set a permanent cap of the county per diem rate for prisoners at the current rate of \$48.25 per day; AND
- WHEREAS consolidation would allow for the designation of holding cells at current state prisons, which would save Wood County a great deal of money we are currently spending to transport prisoners to the North Central Regional Jail; AND
- WHEREAS Wood County currently operates a 24 hour Holding Center Facility to stage prisoners prior to be transported to regional jail and could transform into a facility that is only open during court hours, potentially reducing the county cost of operation of the Holding Center by up to two thirds; AND
- WHEREAS consolidation would afford the newly formed Corrections and Rehabilitation Department to better address the particular needs of the prisoners in regards to rehabilitation;

THEREFORE BE IT RESOLVED that the County Commission of Wood County does hereby support the consolidation of all prisons, juvenile services and regional jails in the State of West Virginia.


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

Mark Rhodes
WOOD County 02:59:18 PM
Instrument No 8776416
Date Recorded 02/08/2018
Document Type COM
Pages Recorded 12
Book-Page 44-590

FEBRUARY 8, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 17-CC-26. SAID REQUEST IS IN THE AMOUNT OF \$32,407.89.

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 Community Corrections Grant Number 17-CC-26. Reimbursement is in the amount of thirty-two thousand four hundred seven dollars and eighty-nine cents (\$32,407.89) for the month of January, 2018. In addition to the Request for Reimbursement and the Grant Progress Report are being submitted to the Criminal Justice Services, Charleston, West Virginia.

A copy of the Request for Reimbursement is attached to this ORDER and should be made a part thereof. Documentation pertaining to the Community Corrections 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

M/3856

WEST VIRGINIA
Division of Criminal Justice Services

**Request for
Reimbursement**

RECEIVED
(For DCJS Use Only)

Subgrantee: Wood County Commission
Address: One Court Square, Suite 203
Parkersburg, WV 26101
Project #: 18-CC-26
FEIN#: 556 000 417
Funds are hereby requested to cover expenditures
FROM: 1/1/18 TO: 1/31/18

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$32,407.89
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
TOTAL	\$32,407.89

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, Wood County Commission
TYPED NAME & TITLE
(Authorized Official or Grant Financial Officer ONLY)


SIGNATURE

2/8/18
DATE

DCJS 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 03:07:28 PM
Instrument No 8776421
Date Recorded 02/08/2018
Document Type CDD
Pages Recorded 2
Book-Page 74-387

FEBRUARY 8, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH,
AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN
REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER
17-JAG-24. SAID REQUEST IS IN THE AMOUNT OF \$2,571.43.

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 Community Corrections Grant Number 17-JAG-24. Reimbursement is in the amount of two thousand five hundred seventy-one dollars and forty-three cents (\$2,571.43) for the month of January, 2018. In addition to the Request for Reimbursement, the Time Sheets for employees of the Wood County Sheriff's Office, the Employee Benefits Documentation, the Financial Recap and the Project Financial Reports are being submitted to the West Virginia Division of Justice and Community Services.

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


Documentation pertaining to the Community Corrections 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

M/3856-A

STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Andrew Walker, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the office of the Wood County Commission on Crime, Delinquency and Correction in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.



Subscribed and sworn to, before the County Commission of Wood County, West Virginia, this
6th day of February, 2018.


County Commission of Wood County

Mark Rhodes
WOOD County 02:56:10 PM
Instrument No 8776414
Date Recorded 02/08/2018
Document Type CCO
Pages Recorded 1
Book-Page 74-576