

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
MONDAY, JULY 23, 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 July 5, 9, 12 and 16, 2018.

**AGENDA AND DISCUSSION ITEMS**

At 9:35 A.M., representatives from Perry and Associates were present to perform the exit interview for the audit of the 2016/2017 County Budget. They provided a copy of the audit and a management letter.

At 10:10 A.M., J.B. McCuskey, West Virginia State Auditor, presented the opengov website concept.

At 11:00 A.M., the County Commission held a hearing in regard to the Gregory Myers estate. After discussion, the County Commission Ordered the bond with CNA Western Surety Company be forfeited. (Probate Order)

Sean Smith took his oath of office for the Mid-Ohio Valley Health Department Board and the E-911 Telecommunications Board.

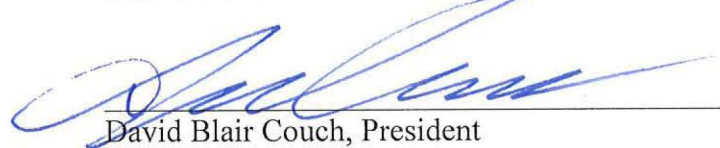
**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/2011, M3952-A and Probate Orders

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:12 A.M.

APPROVED:

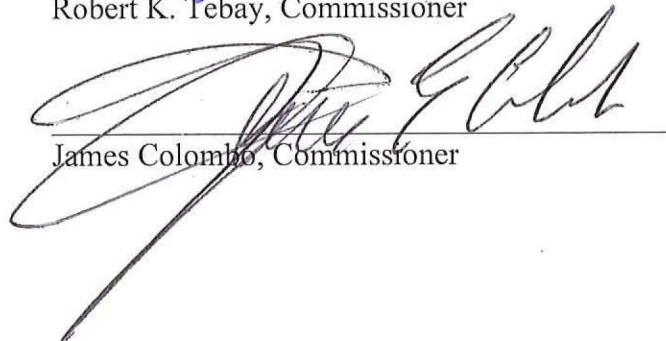
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled July 23, 2018.

Wood County Commission Meeting  
Held July 23, 2018

Please Print

1.	Carole Jones
2.	Bill Wilkinson & Perry & Assoc. CPA's
3.	JODEY ALTIER
4.	JB McCuskey
5.	Sherrill Stephens
6.	Delegate Ray Hollen
7.	PAT Letchum
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Wood County Commission  
Agenda

7/23/2018

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Exit interview for annual budget	Jodey Altier, Perry Associates
10:00 A.M.	Discuss Opengov website	John B. McCuskey
10:30 A.M.	Gregory Myers estate	Dan Douglass and Debra Steed
	Discuss Community Engagement Specialist Grant	
	Administrator's Report	Marty Seuffer, County Administrator
	County Commission Reports	

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Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

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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

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**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

JULY 23, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
WITHDRAWAL FROM THE COMMUNITY ENGAGEMENT  
SPECIALIST GRANT

**ORDER**

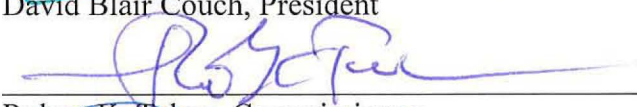
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby AUTHORIZE withdrawal of the Wood County Commission from the West Virginia Department of Health and Human Services Community Engagement Specialist Grant Number G190186. Withdrawal is effective July 31, 2018.

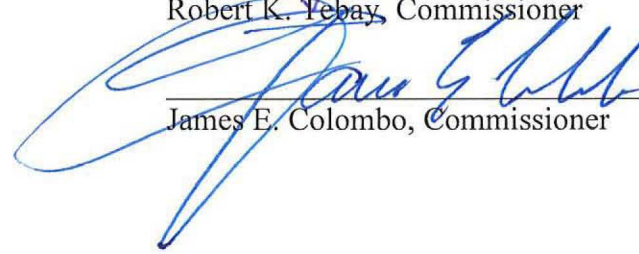
Said grant is administered by the Mid-Ohio Valley Fellowship home, Inc. The Wood County Commission provides contractual services on said grant.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Robert K. Tebay, Commissioner

  
\_\_\_\_\_  
James E. Colombo, Commissioner

M/3952-A

Mark Rhodes  
WOOD COUNTY 02:43:39 PM  
Instrument No 8794262  
Date Recorded 07/23/2018  
Document Type 000  
Pages Recorded 1  
Book-Page 75-8

JULY 23, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$990.21 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F18-HS-03-405D.

**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of nine hundred ninety dollars and twenty-one cents (\$990.21) which represents reimbursement to Wood County for expenses incurred during the month of May, 2018, in regard to the Governor's Highway Safety Program Grant Number F18-HS-03-405D. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 75, at Page 2 and bearing the date of June 14, 2018, at which time David Blair Couch, in his official capacity as President and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

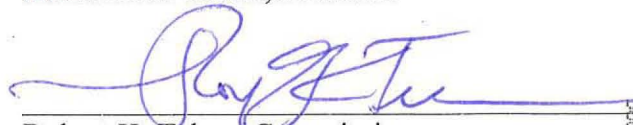
Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

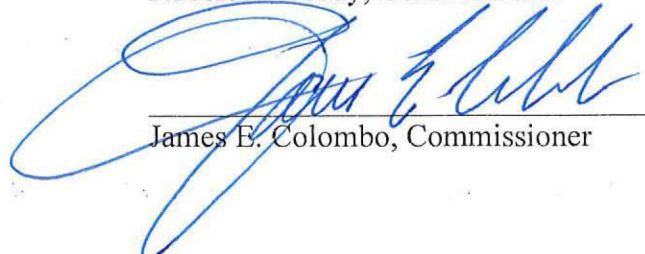
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

Mark Rhodes  
WOOD County 02:53:37 PM  
Instrument No 8794265  
Date Recorded 07/23/2018  
Document Type DDO  
Pages Recorded 1  
Book-Page 75-8



BRYAN, deceased.

It appearing to this Commission that MARIANNA RYAN, be and she is hereby qualified as such EXECUTRIX, and entered upon the discharge of said trust, without bond, as provided by said Will.

Letters testamentary are hereby granted the said MARIANNA RYAN, upon the Estate of JO-ANN ALICE BRYAN, deceased, in due form.

In accordance with Chapter 44, Article 1, Section 14 of the West Virginia Code, of 1931, as amended, effective July 9, 1993, the Personal Representative, after first being duly sworn, shall make a true and accurate appraisal of the Estate of JO-ANN ALICE BRYAN, deceased, both real and personal, and will make their return thereof as required by law.

No reference is made to a Fiduciary Commissioner, for settlement, in this Estate.

IN RE: ESTATE OF ROBERT A JOHNSON, DECEASED

(DATE OF DEATH: 08/28/2014)

This day came JOYCE A MERRILL and moved her appointment and qualification as ADMINISTRATOR C.T.A. of the Estate of ROBERT A JOHNSON, deceased, in the place and stead of EVELYN F JOHNSON and LAWRENCE M RONNING, who was appointed, now deceased, by the Last Will and Testament of ROBERT A JOHNSON.

It appearing to this Commission, proper so to do, the said JOYCE A MERRILL is hereby qualified as such ADMINISTRATOR, C.T.A.

Whereupon the said JOYCE A MERRILL, before the County Commission, made oath thereto, as such, ADMINISTRATOR C.T.A., and together with JOYCE A MERRILL, with justification filed, as surety thereon, approved by the County Commission, entered into and acknowledged a bond in the penalty of ONE HUNDRED (\$100.00) Dollars, conditioned according to law.

Letters of administration are hereby granted the said JOYCE A MERRILL, upon the Estate of ROBERT A JOHNSON, deceased, in due form.

In accordance with Chapter 44, Article 1, Section 14 of the West Virginia Code of 1931, as amended, the personal representative, after first being duly sworn, shall make a true and accurate appraisal of the Estate of ROBERT A JOHNSON, deceased, both real and personal, and will make their return thereof as required by law.

No Reference is made to a Fiduciary Commissioner, for settlement, in this Estate.

IN RE: ESTATE OF GREGORY MYERS, DECEASED

By ORDER of the County Commission, the bond with CNA WESTERN SURETY COMPANY, be forfeited.

It appearing no further business to claim the attention of this County Commission, it is hereby ordered that this Commission, do now adjourn to meet in Regular Session, Thursday, July 26, 2018, at 9:30 o'clock a.m.

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President



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
662	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	07/17/2018	617.48	

CAPITAL RESERVE Bank Id 247 Totals

617.48

Report Totals

188,544.64

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## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6956	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	07/17/2018	2,866.58	
6957	LANCE	PHYLISS LANCE	REGULAR	07/17/2018	550.00	
6958	OLD COLONY J	OLD COLONY REALTORS	REGULAR	07/17/2018	1,100.00	
6959	WOOD CO W	WOOD COUNTY WASTE	REGULAR	07/17/2018	157.36	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					4,673.94	

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## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3430	BIINCORP	BI INCORPORATED	REGULAR	07/17/2018	4,966.80	
3431	VERIZONW	VERIZON WIRELESS	REGULAR	07/17/2018	193.01	
HOME CONFINEMENT Bank Id 108 Totals					<u>5,159.81</u>	

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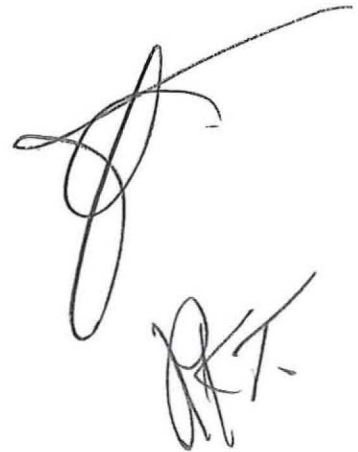


## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7179	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	07/17/2018	6,064.36	
7180	AAP	ADVANCE AUTO PARTS	REGULAR	07/17/2018	61.74	
7181	BATTERIES	BATTERIES DIRECT	REGULAR	07/17/2018	11.00	
7182	T&S	T&S LAWN-LANDSCAPE INC	REGULAR	07/17/2018	320.00	
7183	TRITECH	TRITECH C/O TIBURON INC	REGULAR	07/17/2018	42,809.00	
7184	VERIZONW	VERIZON WIRELESS	REGULAR	07/17/2018	137.05	
7185	WINANS	WINANS SERVICES	REGULAR	07/17/2018	218.41	

E-911 FUND Bank Id 107 Totals

49,621.56

A large, stylized handwritten signature is written over the page. Below it, there are handwritten initials that appear to be 'R.T.'.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2637	DENTAL	RENAISSANCE	REGULAR	07/17/2018	526.20	
166163	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	07/17/2018	60,112.54	X
166163	UNITED BANK	UNITED BANKCARD CENTER	VOID	07/17/2018	(60,112.54)	X
166164	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	07/17/2018	848.19	
166165	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	07/17/2018	59,264.35	
166166	CANON	CANON FINANCIAL SERVICES, INC	REGULAR	07/17/2018	151.00	
166167	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	07/17/2018	26.00	
166168	HUMANE SO	HUMANE SOCIETY	REGULAR	07/17/2018	22,583.33	
166169	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	07/17/2018	110.25	
166170	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	07/17/2018	130.00	
166171	NOLANS	NOLAN'S SERVICES LLC	REGULAR	07/17/2018	7,948.47	
166172	PARKPOLICE	PARKERSBURG POLICE DEPARTMENT	REGULAR	07/17/2018	1,887.74	
166173	RAVENSWOO	RAVENSWOOD POLICE DEPARTMENT	REGULAR	07/17/2018	47.70	
166174	S W RESOU	S W RESOURCES	REGULAR	07/17/2018	5,508.29	
166175	SPENCER PD	SPENCER POLICE DEPARTMENT	REGULAR	07/17/2018	259.56	
166176	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	07/17/2018	513.63	
166177	STUARTOIL	STUART OIL COMPANY	REGULAR	07/17/2018	154.95	
166178	SUDDENLINK	SUDDENLINK	REGULAR	07/17/2018	137.20	
166179	UNDEMEGA	UNDERWOOD MEGAN E.	REGULAR	07/17/2018	126.90	
166180	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	07/17/2018	564.00	
166181	ASTORGFORD	ASTORG FORD LINCOLN-MERCURY	REGULAR	07/17/2018	383.88	
166182	CIOX	CIOX HEALTH	REGULAR	07/17/2018	24.60	
166183	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	07/17/2018	8.00	
166184	GODFMICH	GODFREY MICHELLE M	REGULAR	07/17/2018	130.09	
166185	IBM	IBM CORPORATION	REGULAR	07/17/2018	600.00	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
166186	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	07/17/2018	193.50	
166187	KIGETIFF	KIGER TIFFANY F.	REGULAR	07/17/2018	116.09	
166188	KINCHELOE	KINCHELOE MOTORS INC.	REGULAR	07/17/2018	128.75	
166189	LAMP	LAMP PESTPROOF	REGULAR	07/17/2018	140.00	
166190	LEXIS	LEXIS NEXIS	REGULAR	07/17/2018	788.54	
166191	MAHONE TI	MAHONE TIRE CO	REGULAR	07/17/2018	567.98	
166192	MURRAY	MURRAY SHEET METAL	REGULAR	07/17/2018	2,923.79	
166193	MYERSLAW	MYERS LAW OFFICES	REGULAR	07/17/2018	235.00	
166194	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	07/17/2018	938.50	
166195	S W RESOU	S W RESOURCES	REGULAR	07/17/2018	250.00	
166196	SEVEN	SEVEN RANGES RADIO INC	REGULAR	07/17/2018	125.00	
166197	SHIRT	SHIRT FACTORY	REGULAR	07/17/2018	60.00	
166198	SKOGRUSS	SKOGSTAD RUSSELL J.	REGULAR	07/17/2018	116.09	
166199	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	07/17/2018	604.00	
166200	THE GALLERY	THE GALLERY	REGULAR	07/17/2018	512.67	
166201	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	07/17/2018	110.50	
166202	UNDEMEGA	UNDERWOOD MEGAN E.	REGULAR	07/17/2018	116.09	
166203	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	07/17/2018	140.00	
166204	VERIZONW	VERIZON WIRELESS	REGULAR	07/17/2018	2,541.10	
166205	WILLJEZI	WILLIAMS JEZIRAE L	REGULAR	07/17/2018	123.36	
166206	WOODJONN	JONNIE WOODS II	REGULAR	07/17/2018	116.09	
166207	WORKINGMA	WORKINGMAN'S STORE	REGULAR	07/17/2018	1,316.44	
166208	WV ST AUD	WV STATE AUDITOR	REGULAR	07/17/2018	3,000.00	
166209	WV-DEPT E	WORKFORCE WEST VIRGINIA	REGULAR	07/17/2018	7,534.00	
166210	WVVV	WVVV-FM - V96.9	REGULAR	07/17/2018	375.00	



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
GENERAL FUND Bank Id 101 Totals					<u>125,006.82</u>	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
166211	HRA	WESBANCO INSURANCE SERVICES	REGULAR	07/19/2018	1,013.25	
GENERAL FUND Bank Id 101 Totals					1,013.25	
Report Totals					1,013.25	

A handwritten signature in black ink, appearing to be 'R. G. S.', is located in the lower right quadrant of the page. Below the signature is a large, stylized, handwritten mark that resembles a large 'X' or a signature flourish.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
740	BAILEY IN	BILL BAILEY INSURANCE AGENCY	REGULAR	07/19/2018	1,119.00	
741	KAESER	KAESER & BLAIR INC	REGULAR	07/19/2018	591.55	
742	LUBECKVFD	LUBECK VFD	REGULAR	07/19/2018	110.28	
743	MAS MODEM	MAS MODERN MARKETING	REGULAR	07/19/2018	260.54	
744	MONPOWER	MON POWER	REGULAR	07/19/2018	69.35	

**FIRE SERVICE FEE Bank Id 120 Totals**

2,150.72

**Report Totals**

2,150.72

