

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, JUNE 7, 2018

PRESENT: DAVID BLAIR COUCH, PRESIDENT  
ROBERT K. TEBAY, COMMISSIONER  
JAMES COLOMBO, COMMISSIONER

At 9:00 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 9:33 A.M., the County Commission met with Pat Lefebure, Wood County Prosecuting Attorney. He presented a staffing Memorandum of Understanding with the State of WV to allow them to man the Holding Center. (Order M/3921-A)

At 9:49 A.M., Mr. Lefebure stated he needs to make further revisions to the proposed lease to the tower at the E-911 Center.

At 10:08 A.M., the County Commission, upon a motion duly made, seconded and passed, announced vacancies on the West Virginia Little Kanawha Parkway Authority and the West Virginia Route 2 and I-68 Authority. (Orders A/1984 and A/1985)

At 10:09 A.M., the County Commission, upon a motion a motion duly made, seconded and passed, reappointed Margaret Gnegy and Kim Marshall to the Wood County Fire Board. (A/1986)

The County Commission approved the hiring of David A. Rice as a part-time transport officer for the Wood County Sheriff's Office.

At 10:30 A.M., the County Commission met with Mark Abbott, Chairman of the North Bend Rails to Trails project. Mr. Abbott accepted a check from Dominion Energy Resources.

At 10:42 A.M., Carole Jones, Wood County Circuit Clerk, met with the County Commission to discuss her request to hire Alyssa Burch as a Deputy Circuit Clerk. She advised the County Commission that she has two other employees who have submitted their notices that they are leaving and she also has another employee who is off on a family matter. The County Commission approved the hiring as requested.

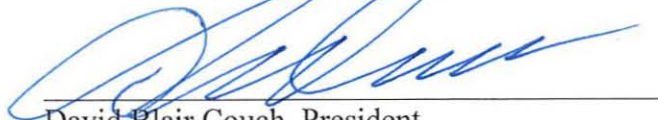
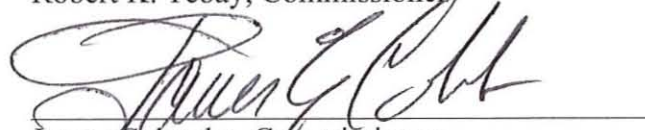
#### **ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/1986, A/1985, A/1984, A/1983, M/3920, M/3921-A, M/3921-B

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:01 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 June 7, 2018.

Wood County Commission Meeting  
Held June 7, 2018

Please Print

1.	Sherriff Steve Stephens
2.	Pat Letaburn
3.	D. J. Allen
4.	Paul M. Elliott
5.	Jenny Wilt
6.	PAM LANTZ
7.	Christine Mitchell - Dominion Energy
8.	MARK ABBOTT, NORTH BEND RAILS TO TRAILS FOUNDATION, INC
9.	Richard Thompson - DOMINION ENERGY WV
10.	TERRY ELLIS - Dominion Energy W.V.
11.	Sharon Weekley - American Discovery Trail
12.	Carole Jones - Cir. clk
13.	Jeffrey B. Reed.
14.	
15.	
16.	
17.	
18.	
19.	
20.	





# Wood County Commission Agenda

6/7/2018

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Discuss and consider Memorandum of Understanding with the State of West Virginia for Wood County Holding Center	Pat Lefebure, Prosecuting Attorney
	Discuss and consider lease for tower at 911 Center	Pat Lefebure, Prosecuting Attorney
	Announce vacancy on the Vienna Public Library Board – Kathy Stoltz's term expires 6/30/18	
	Announce vacancy on the WV Little Kanawha Parkway Authority – Larry McCallister's term expires 6/30/18	
	Announce vacancy on the WV Route 2 and I 68 Authority – Michael Hall's term expires 6/30/18	
	Consider appointment of Margaret Gnegy and Kim Marshall to the Wood County Fire Board	
	Consider request to hire David Allen Rice, part-time Transport Office for Wood County Sheriff's Department - \$10.00/hour	
10:30 A.M.	Presentation of check from Dominion Energy Resources to Northbend Rails to Trails	
10:45 A.M.	Consider Request to Hire – Alyssa Burch as a Deputy Circuit Clerk - \$24,000/yr	Carole Jones, Circuit Clerk
11:00 A.M.	Commission attending grand opening for Old Dominion	
	Administrator's Office	Marty Seufer, County Administrator
	County Commission Reports	

**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

JUNE 7, 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 \$6,086.79  
REPRESENTS REIMBURSEMENT IN REGARD TO THE VICTIMS  
OF CRIME ASSISTANCE GRANT NUMBER 15-VA-129.

**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 six thousand eighty-six dollars and seventy-nine cents (\$6,086.79) which represents reimbursement to Wood County for expenses incurred during the month of March, 2018, in regard to the Victims of Crime Assistance Grant Number 15-VA-129. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 74, at Page 890 and bearing the date of April 19, 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.

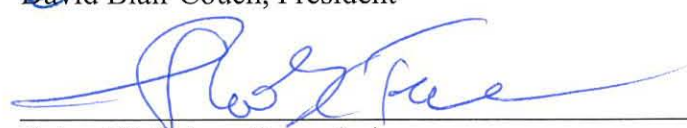
Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

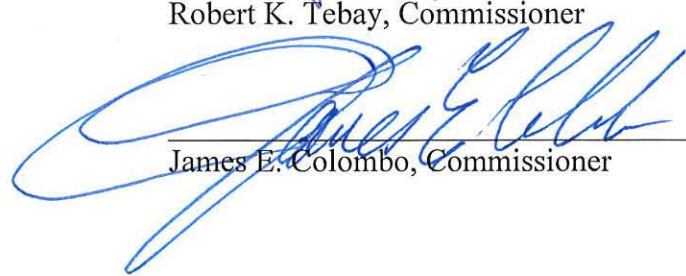
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3920

Mark Rhodes  
WOOD County 10:42:29 AM  
Instrument No 8789390  
Date Recorded 06/07/2018  
Document Type COO  
Pages Recorded 1  
Book-Page 75-2



JUNE 7, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

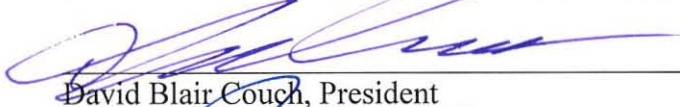
IN RE: THE COUNTY COMMISSION AUTHORIZED THE MOV  
HEALTH DEPARTMENT TO OFFER NALOXONE TO THE  
CITIES IN THE COUNTY.

**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 the Mid-Ohio Valley (MOV) Health Department to offer the drug Naloxone to first responders in the Cities of Parkersburg, Vienna and Williamstown.

APPROVED:

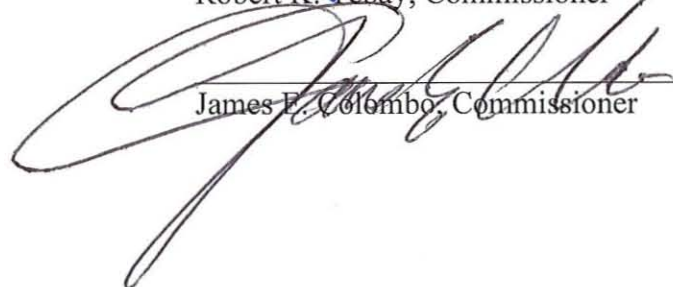
THE COUNTY COMMISSION OF WOOD COUNTY

A blue ink signature of David Blair Couch, written in a cursive style.

David Blair Couch, President

A blue ink signature of Robert K. Tebay, written in a cursive style.

Robert K. Tebay, Commissioner

A blue ink signature of James E. Colombo, written in a cursive style.

James E. Colombo, Commissioner

M/3921-B

Mark Rhodes  
WOOD COUNTY 10:46:40 AM  
Instrument No 8783393  
Date Recorded 06/07/2018  
Document Type CDD  
Pages Recorded 1  
Book-Page 75-2



JUNE 7, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED A MOU  
WITH THE STATE OF WV FOR STAFFING THE HOLDING  
CENTER

**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 a Memorandum of Understanding (MOU) with the West Virginia Department of Military Affairs and Public Safety Division of Corrections for a STAFFING AGREEMENT for the state to provide employees to operate the Wood County Holding Center.

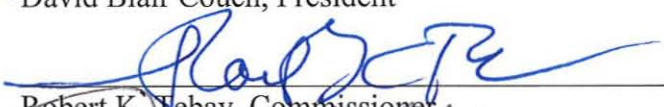
A copy of said MOU is attached to this Order and should be made a part thereof.

APPROVED:

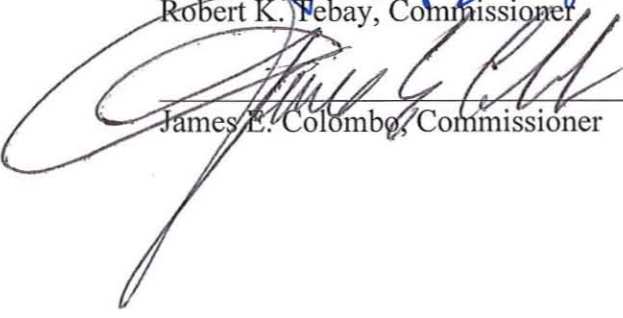
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3921-A

**WEST VIRGINIA DIVISION OF CORRECTIONS/  
COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA  
STAFFING AGREEMENT**

**THIS AGREEMENT**, entered into this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between the **WEST VIRGINIA DEPARTMENT OF MILITARY AFFAIRS AND PUBLIC SAFETY, DIVISION OF CORRECTIONS**, a State agency, hereinafter referred to as "**Corrections**", party of the first part, and the **COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA**, , hereinafter referred to as "**County**", party of the second part: /

**WHEREAS**, Corrections is an agency of the State of West Virginia duly established and empowered under the provisions of Chapter 25, of the Official Code of West Virginia, 1931, as amended, to manage, direct, control and govern the penal and correctional institutions placed by law under its control; and

**WHEREAS**, County is a County Commission established and empowered by Chapter 7, of the Official Code of West Virginia, 1931, as amended, to manage, direct, control and govern the county; and

**WHEREAS**, Corrections and County have mutual needs in assuring that jail inmates are held in appropriate manner and facilities, for the safety of the general public. And,

**WHEREAS**, County is operating a holding facility that it can no longer staff, due to rising costs. And,

**WHEREAS**, the jail facilities are overcrowded, and adding to the burden on an already overcrowded situation would not be in the best interest of the public. And,

**WHEREAS**, Corrections and County would benefit mutually in the State assisting in staffing the holding facility. And

**WHEREAS**, both Corrections and County are desirous of entering into an agreement whereby Corrections staff's the Wood County Holding Facility.

liens, judgments, damages, losses and expenses including reasonable legal fees and costs arising in whole or in part and in any manner from acts, omissions, breach or default of the opposite agency, its officers, employees, subcontractors, and agents during the receiving agency's supervision of the sending agency's requested employees.

7. The initial term of this agreement will be for a twelve (12) month period beginning on the date of execution by both parties, and shall continue in force and be automatically renewed for such succeeding twelve (12) month periods as is deemed agreeable and beneficial to both parties.
8. This agreement may be cancelled at any time by either party after having provided a thirty (30) day written notice to the other party.
9. The day to day functions of operating the facility, and directing employee assignments and work shall be the responsibility of the County, and Corrections shall handle the supervisory issues of discipline, oversight, and all other administrative functions.

**IN WITNESS WHEREOF**, the parties hereto have caused their respective names to be signed by their duly authorized officers.

ATTEST:

\_\_\_\_\_  
Date

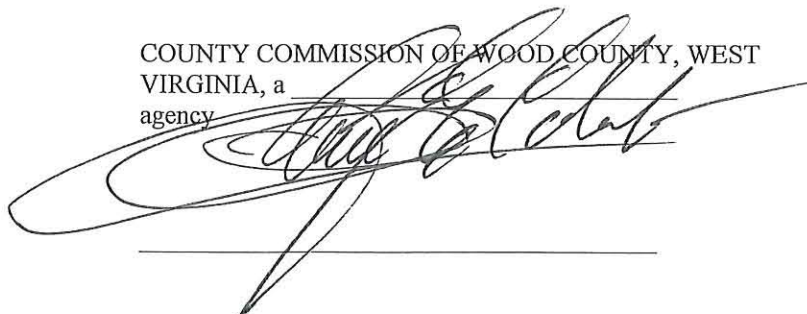
COUNTY COMMISSION OF WOOD COUNTY, WEST  
VIRGINIA, a \_\_\_\_\_  
agency

  
\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Date

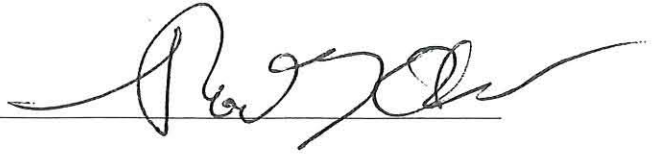
COUNTY COMMISSION OF WOOD COUNTY, WEST  
VIRGINIA, a \_\_\_\_\_  
agency

  
\_\_\_\_\_

COUNTY COMMISSION OF WOOD COUNTY, WEST  
VIRGINIA, a \_\_\_\_\_  
agency

ATTEST:

\_\_\_\_\_  
Date



WEST VIRGINIA DEPARTMENT OF  
MILITARY AFFAIRS AND PUBLIC  
SAFETY, DIVISION OF  
CORRECTIONS, a State agency

ATTEST:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Commissioner

Mark Rhodes  
WOOD County 11:03:02 AM  
Instrument No 8789401  
Date Recorded 06/07/2018  
Document Type CDD  
Pages Recorded 4  
Book-Page 75-2



JUNE 7, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

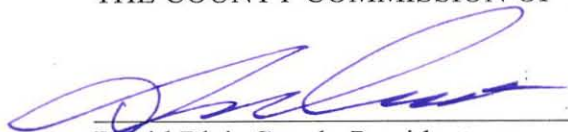
IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A  
VACANCY EXISTS ON THE VIENNA PUBLIC LIBRARY.

**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, announced that a vacancy exists on the Vienna Public Library. Said vacancy is due to the fact that Kathy Stoltz's term expires June 30, 2018.

APPROVED:

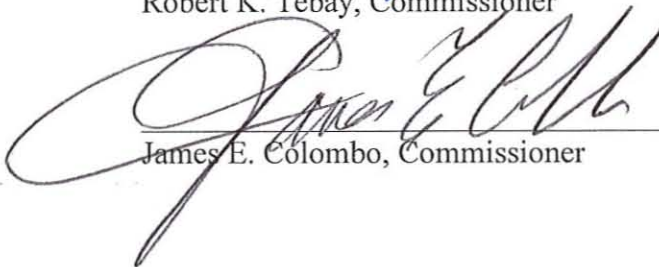
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1983

Mark Rhodes  
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Date Recorded 06/07/2018  
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Book-Page 75-2

JUNE 7, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

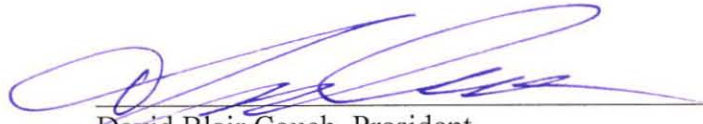
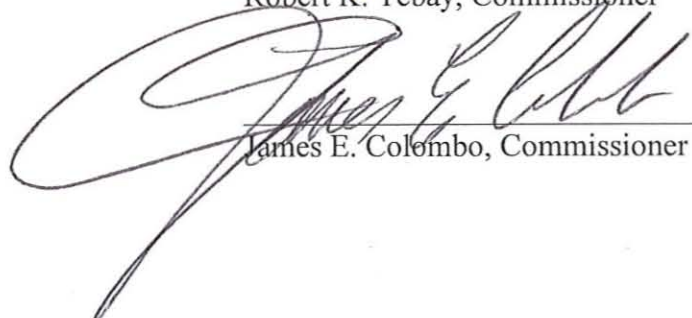
IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A  
VACANCY EXISTS ON THE WEST VIRGINIA LITTLE  
KANAWHA RIVER PARKWAY AUTHORITY.

**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, announced that a vacancy exists on the West Virginia Little Kanawha River Parkway Authority. Said vacancy is due to the fact that the term of Larry McCallister expires June 30, 2018. The new term will expire June 30, 2022.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President  
Robert K. Tebay, Commissioner  
James E. Colombo, Commissioner

A/1984

Mark Rhodes  
WOOD County 10:56:57 AM  
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Date Recorded 06/07/2018  
Document Type CDD  
Pages Recorded 1  
Book-Page 75-2

JUNE 7, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A  
VACANCY WILL EXIST ON THE WEST VIRGINIA ROUTE 2  
AND INTERSTATE 68 AUTHORITY.

**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 James E. Colombo, announced that a vacancy will exist on the West Virginia Route 2 and Interstate 68 Authority. Said vacancy is due to the fact that Michael Hall's term expires June 30, 2018. The new term will expire June 30, 2022.

APPROVED:

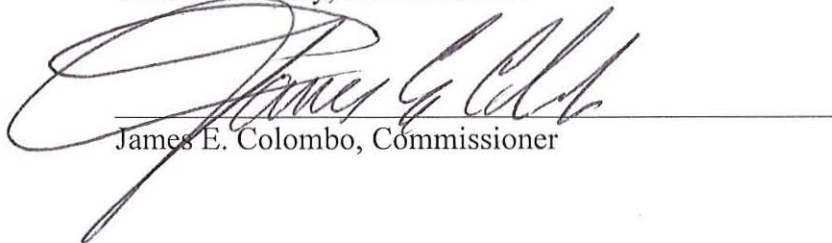
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1985

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Book-Page 75-2

JUNE 7, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED PAUL (KIM)  
MARSHALL AND MARGARET GNEGY TO THE WOOD  
COUNTY FIRE 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 made unanimous by David Blair Couch, reappointed Paul (Kim) Marshall and Margaret Gnegy to the Wood County Fire Board, as authorized in West Virginia State Code 7-17-6. The new terms will expire June 5, 2021.

APPROVED:

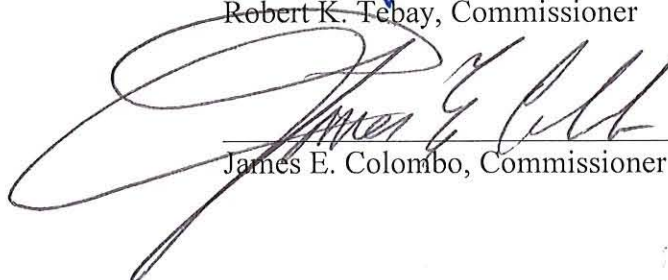
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1986

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Book-Page 75-2