

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, APRIL 22, 2019

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

The County Commission of Wood County met in regular session. They signed purchase orders, invoices and other correspondence.

AGENDA AND DISCUSSION ITEMS

At 9:35 A.M., the County Commission met with Fred Rader from the Mid-Ohio Valley Regional Council. Mr. Rader requested they authorize a notice of intent to apply for the next phase of the North Bend Trailer Project. (Order M/4091)

At 9:48 A.M., the County Commission met with Chief Deputy Rob Sims who recommended Astorg Auto be awarded the bid for this year's vehicles to be used by the Wood County Sheriff's Department. The County Commission, upon a motion duly made, seconded and passed, awarded the bid for said vehicles. (Order M/4089)

The County Commission, upon a motion duly made, seconded and passed, authorized the bid be let for a financing package for the lease/purchase of the vehicles. (Order A/2104)

At 9:56 A.M., the County Commission, upon motion of David Blair Couch, seconded by Robert K. Tebay, and made unanimous by James E. Colombo, convened in EXECUTIVE SESSION

upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Sections 4, as amended: David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners, met with Marty Seufer, County Administrator. All those present proceeded to discuss the matters for which the said EXECUTIVE SESSION was had, being for personnel. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:02 o'clock A.M. (Order M/4090)

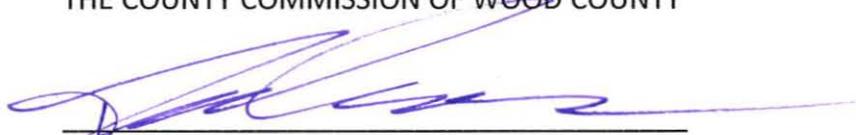
Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:49 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2104, M/4089, M/4090 and M/4091

APPROVED:

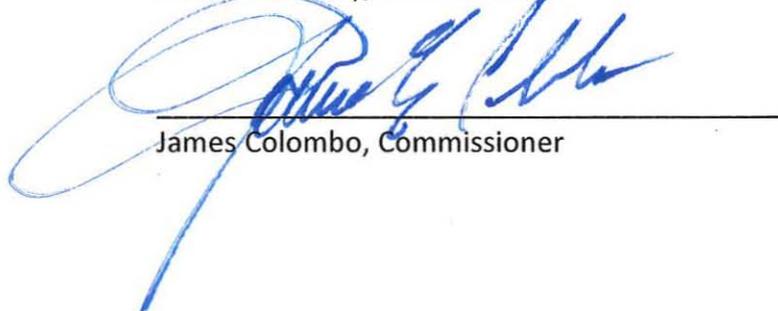
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held April 22, 2019

Please Print

1.	W. EDWARD CAIN
2.	FRED RADAR
3.	ROBERT G SIMS
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Wood County Commission
Agenda

4/22/2019

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	North Bend Trail Project, Phase II – Consider authorizing the Alternative Transportation Grant Application	Fred Rader and Tim Meeks, MOVRC
9:45 A.M.	Consider awarding bid for vehicles to be utilized by the Wood County Sheriff's Department	Sheriff Steve Stephens and Chief Rob Sims
	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

APRIL 22, 2019

IN RE: EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 19TH day of April, 2019 at 9:56 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by Robert K. Tebay, and made unanimous by James E. Colombo, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Sections 4, as amended:

WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners, met with Marty Seufer, County Administrator.

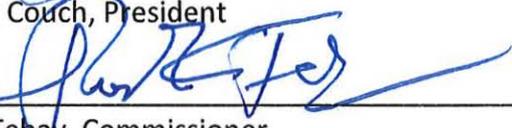
All those present proceeded to discuss the matters for which the said EXECUTIVE SESSION was had, being for personnel.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:02 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

M/4090

Mark Rhodes
WOOD County 10:42:18 AM
Instrument No 88167043
Date Recorded 04/22/2019
Document Type CD0
Pages Recorded 1
Book-Page 75-43

APRIL 22, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

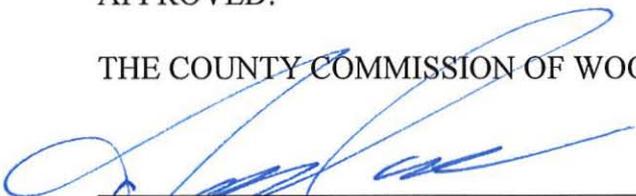
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE A
NOTICE OF INTENT TO FILE FOR A TRAIL GRANT.

ORDER

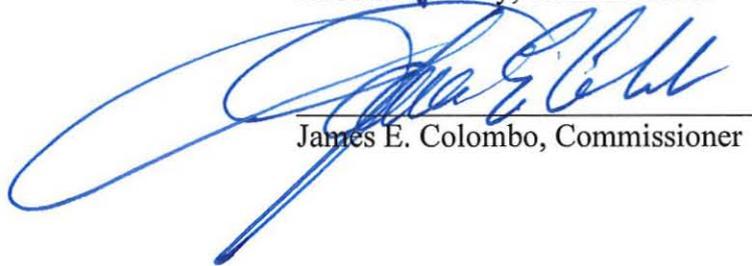
On this date, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE the Mid-Ohio Valley Regional Council to file a Notice of Intent for an application for the North Bend Trail Project, Phase II.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

M/4091

Mark Rhodes
WOOD County 10:44:27 AM
Instrument No 88167045
Date Recorded 04/22/2019
Document Type 000
Pages Recorded 1
Book-Page 75-43

APRIL 22, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED BIDS FOR
LEASE/PURCHASE OF SHERIFF VEHICLES.

ORDER

On this date, upon a motion by James E. Colombo, seconded by Robert K. Tebay, and made unanimous by David Blair Couch, the County Commission of Wood County, did hereby AUTHORIZE sealed bids for a financing package for the lease/purchase of vehicles for the Wood County Sheriff's Department. Said financing package would include the expense of detailing and outfitting the vehicles to be used as patrol cars. The total package is estimated to be in the neighborhood of two hundred twenty-five thousand dollars and zero cents (\$225,000.00).

APPROVED:

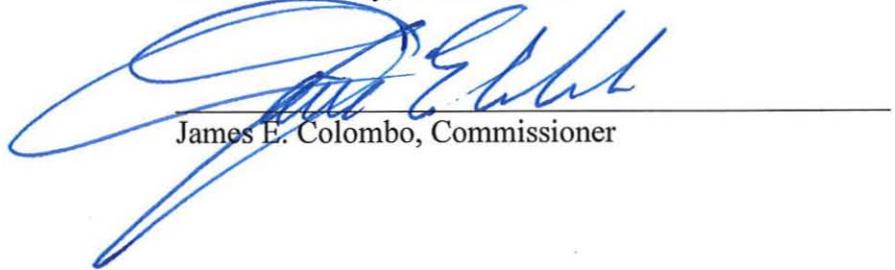
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2104

Mark Rhodes
WOOD County 10:45:47 AM
Instrument No 88167047
Date Recorded 04/22/2019
Document Type ODD
Pages Recorded 1
Book-Page 75-43

APRIL 22, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR PURSUIT
VEHICLES TO BE USED BY WOOD COUNTY SHERIFF'S
DEPARTMENT

ORDER

On this date, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AWARD the bid for pursuit vehicles to be used by the Wood County Sheriff's Department. Such sealed bids were received for review on April 18, 2019.

The sole bid was awarded to:

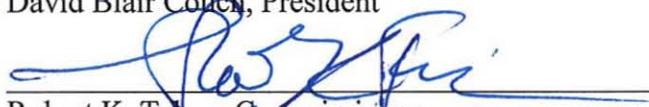
Astorg Auto
2028 7th Street
Parkersburg, WV 34,244.93
Bid price \$34,244.93 with a 2.5% vendor
preference and elimination of excess
vehicle options - \$33,347.92

APPROVED:

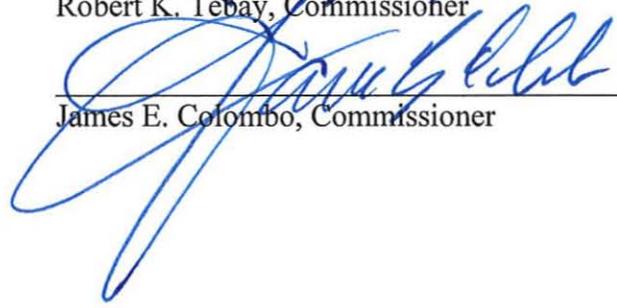
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4089

Mark Rhodes
WOOD County 10:47:23 AM
Instrument No 88167050
Date Recorded 04/22/2019
Document Type ODO
Pages Recorded 1
Book-Page 75-43



WOOD COUNTY SHERIFF'S OFFICE

Steve Stephens, Sheriff

Robert G. Sims, Chief Deputy

TO: Wood County Commission

FROM: Sheriff Steve Stephens *(Signature)*

DATE: April 19, 2019

REF: New Hires

Jacob Edwards, Luke Radabaugh and Brannon Turner Jr. will begin work on Monday, April 29, 2019 as deputies for the Wood County Sheriff's Office. Their rate of pay will be the entry level rate of \$40,103.00 a year.

RECEIVED

APR 23 2019

County Administrator

(Handwritten signature)

Mark Rhodes
WOOD County 10:48:49 AM
Instrument No 157053
Date Recorded 4/22/2019
Document Type
Pages Recorded
Book-Page

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2858	CHILD	CHILD SUPPORT ENF DIV	REGULAR	04/15/2019	670.88	
2859	EMPOWER	EMPOWER RETIREMENT	REGULAR	04/15/2019	45.00	
2860	FSA	TASC	REGULAR	04/15/2019	2,640.00	
2861	IRS-PAY	INTERNAL REVENUE SERVICE	REGULAR	04/15/2019	0.00	
2862	IRS-PAY	INTERNAL REVENUE SERVICE	REGULAR	04/15/2019	76,286.03	
2863	CHILD	CHILD SUPPORT ENF DIV	REGULAR	04/15/2019	1.00	
167944	GREAT LAKES	GREAT LAKES HIGHER ED. GUARANTY CORPORATION	REGULAR	04/15/2019	158.62	
167945	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	04/15/2019	1,670.00	
167946	PHEAA	PHEAA	REGULAR	04/15/2019	260.77	

PAYROLL FUND Bank Id 101 Totals

81,732.30

Report Totals

81,732.30



Two handwritten signatures in black ink are located in the lower right quadrant of the page. The top signature is a stylized cursive 'J', and the bottom signature is a more complex cursive signature.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2864	WV HOSPI	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	04/12/2019	24,175.00	

GENERAL FUND Bank Id 101 Totals 24,175.00

Report Totals 24,175.00



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5618	FLINNS	SHARI FLINN	VOID	04/12/2019	(11.00)	X

COUNTY CLERK REFUND Bank Id 405R Totals

(11.00)

Report Totals

(11.00)

Handwritten signatures in black ink, appearing to be initials or names, 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
7202	FIFTH	FIFTH THIRD BANK	REGULAR	04/12/2019	710.39	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					<u>710.39</u>	

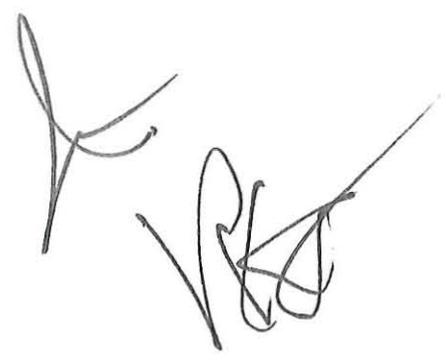
A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, located in the lower right quadrant of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7389	FIFTH	FIFTH THIRD BANK	REGULAR	04/12/2019	8,748.33	

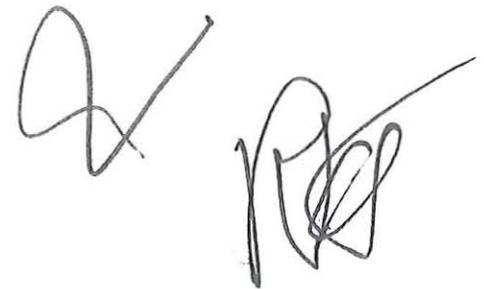
E-911 FUND Bank Id 107 Totals

8,748.33

A handwritten signature in black ink, appearing to be 'J. [unclear]', is 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
2864	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	04/12/2019	24,175.00	
167947	FIFTH	FIFTH THIRD BANK	REGULAR	04/12/2019	17,104.82	
GENERAL FUND Bank Id 101 Totals					<u>41,279.82</u>	

Two handwritten signatures in black ink, one on the left and one on the right, appearing to be initials or names.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7203	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	04/16/2019	57.00	
7204	DOMINIONH	DOMINION HOPE	REGULAR	04/16/2019	285.24	
7205	GENERALSA	GENERAL SALES CO.	REGULAR	04/16/2019	318.46	
7206	LANCE	PHYLISS LANCE	REGULAR	04/16/2019	550.00	
7207	OLD COLONY J	OLD COLONY REALTORS	REGULAR	04/16/2019	1,100.00	
7208	RICOH	RICOH USA INC	REGULAR	04/16/2019	278.29	
7209	TYLER	TYLER MOUNTAIN WATER CO INC	REGULAR	04/16/2019	23.95	
7210	WCC	WOOD COUNTY COMMISSION	REGULAR	04/16/2019	1,725.00	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					4,337.94	
Report Totals					421,791.87	



Handwritten signature in black ink, appearing to be 'J. R. ...'.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3478	VERIZONW	VERIZON WIRELESS	REGULAR	04/16/2019	193.45	
3479	WORKINGMA	WORKINGMAN'S STORE	REGULAR	04/16/2019	310.00	
HOME CONFINEMENT Bank Id 108 Totals					<u>503.45</u>	

A handwritten signature in black ink, appearing to be 'M. J. ...', is 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
7390	CALL ONE	CALL ONE	REGULAR	04/16/2019	2,443.00	
7391	MEDEXPRESS	MEDEXPRESS URGENT CARE INC WV	REGULAR	04/16/2019	194.00	
7392	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	04/16/2019	97.00	
7393	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	04/16/2019	30.00	
7394	PACIFIC	PACIFIC INTERPRETERS	REGULAR	04/16/2019	23.40	
7395	RECOGNITION	RECOGNITION ENGRAVING AND AWARDS	REGULAR	04/16/2019	140.30	
7396	S W RESOU	S W RESOURCES	REGULAR	04/16/2019	5.00	
7397	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	04/16/2019	43.95	
7398	T&S	T&S LAWN-LANDSCAPE INC	REGULAR	04/16/2019	170.00	
7399	VERIZONW	VERIZON WIRELESS	REGULAR	04/16/2019	137.27	
7400	WINANS	WINANS SERVICES	REGULAR	04/16/2019	336.99	

E-911 FUND Bank Id 107 Totals

3,620.91

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1592	MARSHALLB	BRENDA MARSHALL	REGULAR	04/16/2019	51.00	
1593	WATERS R	ROBIN WATERS	REGULAR	04/16/2019	25.50	
MAGISTRATE COURT Bank Id 105 Totals					<u>76.50</u>	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2865	DENTAL	RENAISSANCE	REGULAR	04/16/2019	273.19	
167948	AAP	ADVANCE AUTO PARTS	REGULAR	04/16/2019	239.98	
167949	ASTORGFORD	ASTORG FORD LINCOLN-MERCURY	REGULAR	04/16/2019	1,989.91	
167950	BAERTALI	TALIA M BAER	REGULAR	04/16/2019	449.02	
167951	CANON	CANON FINANCIAL SERVICES, INC	REGULAR	04/16/2019	151.00	
167952	CENTERMASS	CENTER MASS INC	REGULAR	04/16/2019	76.33	
167953	DEAN'S	DEAN'S SCREENS INK	REGULAR	04/16/2019	125.00	
167954	DOMINIONH	DOMINION HOPE	REGULAR	04/16/2019	20.88	
167955	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	04/16/2019	5,833.45	
167956	GENERALSA	GENERAL SALES CO.	REGULAR	04/16/2019	1,910.77	
167957	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	04/16/2019	26.00	
167958	HAESSLY	HAESSLY HARDWOOD LUMBER	REGULAR	04/16/2019	510.00	
167959	HUMANE SO	HUMANE SOCIETY	REGULAR	04/16/2019	22,585.33	
167960	JARRELLN	NANCY S. JARRELL, CCR	REGULAR	04/16/2019	119.35	
167961	LAMP	LAMP PESTPROOF	REGULAR	04/16/2019	205.00	
167962	LEXIS	LEXIS NEXIS	REGULAR	04/16/2019	470.46	
167963	MASONBARRY	MASON BARRY HVAC	REGULAR	04/16/2019	1,306.32	
167964	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	04/16/2019	130.00	
167965	MOVMC	MID OHIO VALLEY MED GROUP	REGULAR	04/16/2019	280.50	
167966	MYERS SEP	MYERS SEPTIC	REGULAR	04/16/2019	275.00	
167967	ODEPOT	OFFICE DEPOT	REGULAR	04/16/2019	392.83	
167968	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	04/16/2019	66,210.90	
167969	PCM-G	PCMG	REGULAR	04/16/2019	570.59	
167970	PPDLESF	PARKERSBURG POLICE DEPARTMENT LAW	REGULAR	04/16/2019	500.00	
167971	PUREWATER	PURE WATER PARTNERS	REGULAR	04/16/2019	65.00	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
167972	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	04/16/2019	182,288.50	
167973	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	04/16/2019	1,021.35	
167974	S W RESOU	S W RESOURCES	REGULAR	04/16/2019	14,490.52	
167975	SMITH JODI	JODI SMITH	REGULAR	04/16/2019	235.35	
167976	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	04/16/2019	974.00	
167977	SUDDENLINK	SUDDENLINK	REGULAR	04/16/2019	139.73	
167978	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	04/16/2019	3,111.26	
167979	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	04/16/2019	410.00	
167980	VERIZONW	VERIZON WIRELESS	REGULAR	04/16/2019	2,483.13	
167981	WESBANCO	WESBANCO	REGULAR	04/16/2019	75,000.00	
167982	WESTBROOK	WESTBROOK HEALTH SERVICE	REGULAR	04/16/2019	21,250.00	
167983	WOOD CO S	WOOD CO SENIOR CITIZENS ASSOCIATION INC.	REGULAR	04/16/2019	4,375.00	
167984	WORKINGMA	WORKINGMAN'S STORE	REGULAR	04/16/2019	935.98	
167985	WV ASSOC C	WV ASSOCIATION OF CIRCUIT CLERKS	REGULAR	04/16/2019	550.00	X
167985	WV ASSOC C	WV ASSOCIATION OF CIRCUIT CLERKS	VOID	04/16/2019	(550.00)	X
167986	WV-DEPT E	WORKFORCE WEST VIRGINIA	REGULAR	04/16/2019	381.00	
167987	WV ASSOC C	WV ASSOCIATION OF CIRCUIT CLERKS	REGULAR	04/16/2019	450.00	
167988	WV ASSOC C	WV ASSOCIATION OF CIRCUIT CLERKS	REGULAR	04/16/2019	100.00	

GENERAL FUND Bank Id 101 Totals

413,360.63

Report Totals

413,360.63



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1179	BAILEY IN	BILL BAILEY INSURANCE AGENCY	REGULAR	04/18/2019	15,189.09	
1180	DOMINIONH	DOMINION HOPE	REGULAR	04/18/2019	123.00	
1181	FINLEY FI	FINLEY FIRE EQUIPMENT	REGULAR	04/18/2019	601.75	
1182	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	04/18/2019	85.23	
1183	MONPOWER	MON POWER	REGULAR	04/18/2019	355.45	
1184	MSESC	MOUTAIN STATE EDUCATIONAL SERVICES	REGULAR	04/18/2019	325.00	
1185	O'REILLY	O'REILLY AUTO PARTS	REGULAR	04/18/2019	197.15	
1186	OVERHEADD	OVERHEAD DOOR	REGULAR	04/18/2019	7,133.00	
1187	PROF RADIATOR	PROFESSIONAL RADIATOR & TIRE	REGULAR	04/18/2019	44.31	
1188	SFRS	SISSONVILLE FIRE AND RESCUE SCHOOL	REGULAR	04/18/2019	165.00	
1189	TANDK	T AND K AUTO PARTS INC	REGULAR	04/18/2019	454.68	
1190	WOODCOFIR	WOOD COUNTY FIRE FIGHTER'S ASSOCIATION	REGULAR	04/18/2019	1,760.00	
1191	WORKINGMA	WORKINGMAN'S STORE	REGULAR	04/18/2019	440.00	
1192	BAILEY IN	BILL BAILEY INSURANCE AGENCY	REGULAR	04/18/2019	1,522.00	
FIRE SERVICE FEE Bank Id 120 Totals					28,395.66	
Report Totals					28,395.66	