

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, JANUARY 10, 2019

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 10:57 A.M., the County Commission, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, placed the following names in nomination for the Wood County Local Emergency Planning Committee: Kenny Harris (Wood County Emergency Communications), Terry Moore (Community Representative), Todd Wines (American Red Cross); Glenn Kelly (Wood County Airport); Anthony Edwards (National Weather Service); Larry Stephens (Camden Clark Memorial Hospital), Karen Elliott (DuPont). Steve Stephens (Wood County Sheriff's Department), Mike Pifer (Vienna Police Department), Rick Woodyard (E-911), Shawn Graham (Williamstown Police Department) and John Young (Parkersburg Police Department). New terms will expire December 31, 2020. On the same motion, the County Commission placed Barbara Holtz and Patricia Stutler (Mid-Ohio Valley Health Department) in nomination. (A/Order 2070)

The County Commission, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, reappointed Chad Mildren, Randy Snider, Steve Altmiller and Ed McDonough to the Wood County Development Authority. (Order A/2071)

The County Commission, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, appointed Marvin Kerr, Bill Gandee, Greg Herrick, Marlin Sams, Barbara Lewis, Gene Cumpston, Chris Hoffman and Daniel Hickman to the Wood County Planning Commission. (Order A/2072)

The County Commission, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, reappointed Patsy Hardy to the Parkersburg/Wood County Convention and Visitors Bureau. (Order A/2073)

The County Commission, upon a motion made by James E. Colombo, seconded by David Blair Couch, made unanimous by Robert K. Tebay, reappointed Rob Shaffer to the Wood County Historic Landmarks Commission. (Order A/2074)

The County Commission, upon a motion made by James Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, appointed Jean Ambrose, Peggy Squires, William Summers and John Reed to the Wood County Parks and Recreation Commission (Mountwood Park). (Order A/2075)

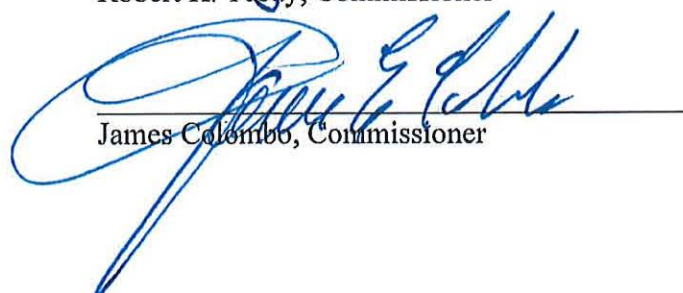
Having no scheduled appointments or business to attend to, the County Commission adjourned at 11:04 A.M.

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

A/2069, A/2070, A/2071, A/2072, A/2073, A/2074, A/2075, M/4049, M/4050

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 January 10, 2019.

Wood County Commission Meeting  
Held January 10, 2019

**Please Print**

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# Wood County Commission Agenda

01/10/2019

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Consider reappointing Chad Mildren, Randy Snider, Steve Altmiller and Ed McDonough to the Wood County Development Authority	
	Consider reappointing Marvin Kerr, Bill Gandee, Greg Herrick, Marlin Sams, Barbara Lewis, Gene Cumpston and Chris Hoffman to the Wood County Planning Commission	
	Consider reappointing Patsy Hardy to the Parkersburg/Wood County Convention and Visitors Bureau	
	Consider putting names in nomination for the Wood County Local Emergency Planning Committee: Kenny Harris, Todd Wines, Karen Elliott, Terry Moore, Glenn Kelly, Anthony Edwards, Larry Stephens, Steve Stephens, Mike Pifer, Rick Woodyard, Shawn Graham and John Young	
	Consider reappointing Robert Shaffer to the Wood County Historic Landmarks Commission	
	Consider appointing Jean Ambrose, Peggy Squires, William Summers and John Reed to the Wood County Parks and Recreation Commission (Mountwood Park)	
	Administrator's Report	Marty Seuffer, 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

Bld 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

JANUARY 10, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 19-CC-26. SAID REQUEST IS IN THE AMOUNT OF \$31,290.92

**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, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Community Corrections Grant Number 19-CC-26. The Request for Reimbursement is in the amount of thirty-one thousand two hundred ninety dollars and ninety-two cents (\$31,290.92) for the month of December, 2018. Along with the Request for Reimbursement Form, a Financial Recap Page, Project Financial Report, Time Sheets for the employees of the Wood County Day Report Center, and the Monthly Progress Reports have been submitted.

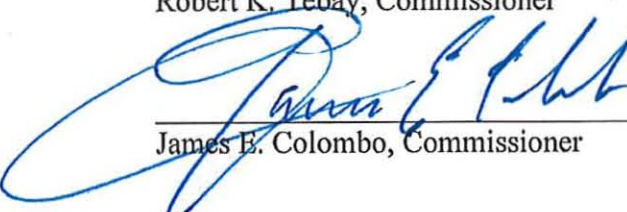
A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof. Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Robert K. Tebay, Commissioner

  
James E. Colombo, Commissioner

A/2069

Mark Rhodes  
WOOD COUNTY 11-24-2019 PM  
Instrument No 8812175  
Date Recorded 01/10/2019  
Document Type 000  
Pages Recorded 1  
Book-Page 75-29



JANUARY 10, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED NAMES IN  
NOMINATION FOR APPOINTMENT TO THE WOOD COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE.

**ORDER**

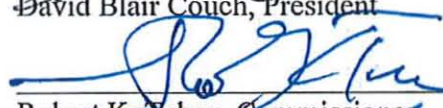
On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, placed the following names in nomination for the Wood County Local Emergency Planning Committee: Kenny Harris (Wood County Emergency Communications), Terry Moore (Community Representative), Todd Wines (American Red Cross); Glenn Kelly (Wood County Airport); Anthony Edwards (National Weather Service); Larry Stephens (Camden Clark Memorial Hospital), Karen Elliott (DuPont). Steve Stephens (Wood County Sheriff's Department), Mike Pifer (Vienna Police Department), Rick Woodyard (E-911), Shawn Graham (Williamstown Police Department) and John Young (Parkersburg Police Department). New terms will expire December 31, 2020.

On the same motion, the County Commission placed Barbara Holtz and Patricia Stutler (Mid-Ohio Valley Health Department) in nomination. Their 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/2070

Mark Rhodes  
WOOD COUNTY 11:29:36 AM  
Instrument No 8812174  
Date Recorded 01/10/2019  
Document Type 001  
Pages Recorded 1  
Book-Page 75-29



JANUARY 10, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED CHAD MILDREN,  
RANDY SNIDER, STEVE ALTMILLER AND ED MCDONOUGH  
TO THE WOOD COUNTY DEVELOPMENT AUTHORITY.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, reappointed Chad Mildren, Randy Snider, Steve Altmiller and Ed McDonough to the Wood County Development Authority.

The terms will expire December 31, 2021.

APPROVED:

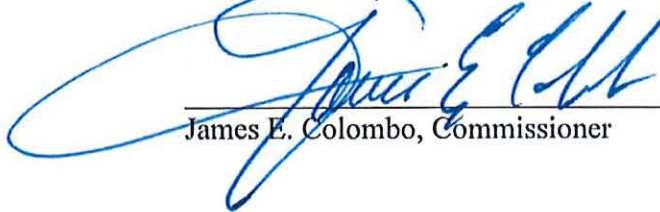
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2071

Mark Rhodes  
WOOD COUNTY 11:27:01 AM  
Instrument No 8812176  
Date Recorded 01/10/2019  
Document Type 000  
Pages Recorded 1  
Book-Page 75-29

JANUARY 10, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED MARVIN KERR,  
BILL GANDEE, GREG HERRICK, MARLIN SAMS, BARBARA  
LEWIS, GENE CUMPSTON, CHRIS HOFFMAN AND DANIEL  
HICKMAN TO THE WOOD COUNTY PLANNING  
COMMISSION.

**ORDER**


On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, appointed Marvin Kerr, Bill Gandee, Greg Herrick, Marlin Sams, Barbara Lewis, Gene Cumpston, Chris Hoffman and Daniel Hickman to the Wood County Planning Commission.

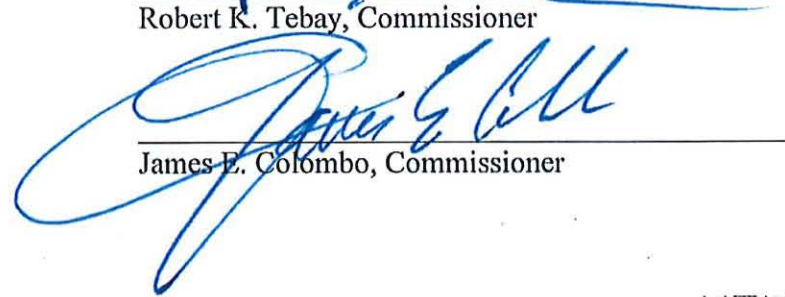
The new terms will expire December 31, 2021.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Robert K. Tebay, Commissioner

  
James E. Colombo, Commissioner

A/2072

Mark Rhodes  
Wood County 11:30:34 PM  
Instrument No 8812177  
Date Recorded 01/10/2019  
Document Type 000  
Pages Recorded 1  
Book-Page 75-29

JANUARY 10, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED PATSY HARDY  
TO THE PARKERSBURG/WOOD COUNTY CONVENTION AND  
VISITORS BUREAU.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, reappointed Patsy Hardy to the Parkersburg/Wood County Convention and Visitors Bureau.

Ms. Hardy's term will expire December 31, 2020.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

  
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Robert K. Tebay, Commissioner

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

A/2073

Mark Rhodes  
WOOD County 11:34:11 AM  
Instrument No 8812178  
Date Recorded 01/10/2019  
Document Type ODO  
Pages Recorded 1  
Book-Page 78-29



JANUARY 10, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED ROB SHAFFER TO  
THE WOOD COUNTY HISTORIC LANDMARKS COMMISSION.


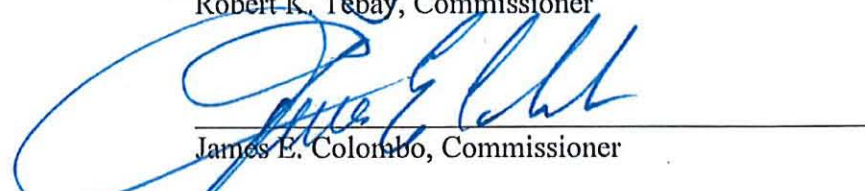
**ORDER**

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch, made unanimous by Robert K. Tebay, reappointed Rob Shaffer to the Wood County Historic Landmarks Commission.

Mr. Shaffer's new term will expire on December 31, 2023.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

A/2074

Mark Rhodes  
WOOD COUNTY 11:35:19 AM  
Instrument No 8812179  
Date Recorded 01/10/2019  
Document Type 000  
Pages Recorded 1  
Book-Page 75-29

JANUARY 10, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED JEAN AMBROSE,  
PEGGY SQUIRES, WILLIAM SUMMERS AND JOHN REED TO  
THE WOOD COUNTY PARKS AND RECREATION  
COMMISSION (MOUNTWOOD PARK).

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by James Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, appointed Jean Ambrose, Peggy Squires, William Summers and John Reed to the Wood County Parks and Recreation Commission (Mountwood Park).

The terms will expire December 16, 2021 (Ambrose and Squires) and December 16, 2019 (Summers and Reed).

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

A/2075

Mark Rhodes  
WOOD COUNTY 11:37:25 AM  
Instrument No 8812180  
Date Recorded 01/10/2019  
Document Type 000  
Pages Recorded 1  
Book-Page 75-29

JANUARY 10, 2019

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 \$5,912.78  
REPRESENTS REIMBURSEMENT IN REGARD TO THE VICTIMS  
OF CRIME ASSISTANCE GRANT NUMBER 16-VA-114.

**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 five thousand nine hundred twelve dollars and seventy-eight cents (\$5,912.78) which represents reimbursement to Wood County for expenses incurred during the month of October, 2018, in regard to the Victims of Crime Assistance Grant Number 16-VA-114. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 75, at Page 27 and bearing the date of January 7, 2019 (Nunc Pro Tunc November 15, 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.

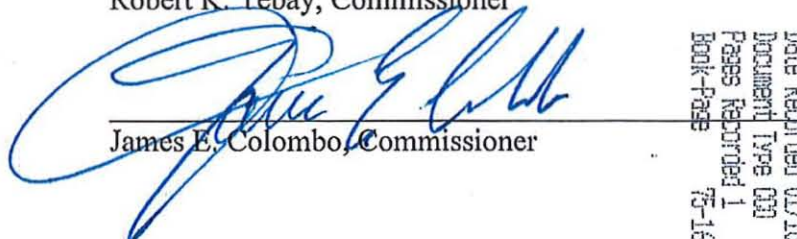
Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Robert K. Tebay, Commissioner

  
James E. Colombo, Commissioner

M/4049

Mark Rhodes  
WOOD COUNTY 11:56:29 AM  
Instrument No 8812181  
Date Recorded 01/10/2019  
Document Type 000  
Pages Recorded 1  
Book-Page 75-165



JANUARY 10, 2019

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 \$5,912.78  
REPRESENTS REIMBURSEMENT IN REGARD TO THE VICTIMS  
OF CRIME ASSISTANCE GRANT NUMBER 16-VA-114.

**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 five thousand nine hundred twelve dollars and seventy-eight cents (\$5,912.78) which represents reimbursement to Wood County for expenses incurred during the month of November, 2018, in regard to the Victims of Crime Assistance Grant Number 16-VA-114. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 75, at Page 26 and bearing the date of December 13, 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:

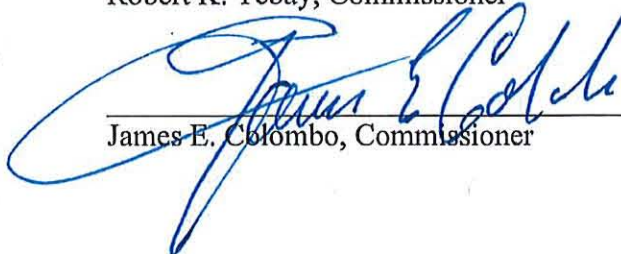
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4050

Mark Rhodes  
WOOD COUNTY 12:19:02 PM  
Instrument No 8812194  
Date Recorded 01/10/2019  
Document Type 000  
Pages Recorded 1  
Book-Page 75-29