

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, JULY 18, 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 9:30 A.M., the County Commission held a hearing in regard to the Evelyn Keffer estate. Arlie E. Keffer, Executor, asked that claims be disallowed. After review, disallowed the claims. (Probate Order)

The 9:45 A.M. hearing in regard to the Shirley Basta estate was cancelled by the petitioner.

At 10:15 A.M., the County Commission held a hearing in regard to the Elizabeth A. Barton estate. Charles Barton, Administrator, asked that a claim be disallowed. After review, the County Commission ruled the claim be disallowed. (Probate Order)

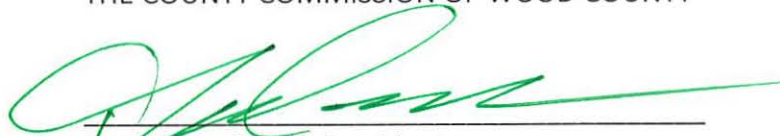
Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:54 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/4141, M/4140, M/4139, A/2134 and Probate Orders

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James Colombo, Commissioner

Wood County Commission Meeting
Held July 18, 2019

Please Print

1.	Mitchell Barton
2.	Charles Barton
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Wood County Commission
Agenda

7/18/2019

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Estate of Evelyn Keffer – request to disallow claims	Arlie Keffer, Executrix
9:45 A.M.	Estate of Shirley Basta – request to disallow claim	Pat McFarland, Attorney
10:00 A.M.	Estate of Elizabeth Barton – request to disallow claim	Charles Barton, Administrator
	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

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 18, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-01. SAID REQUEST IS IN THE AMOUNT OF \$109.14

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James 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 Governor's Highway Safety Program Grant Number F19-HS-01. The Request for Reimbursement is in the amount of one hundred nine dollars and fourteen cents (\$109.14) for the month of June 2019. The Request for Reimbursement form, the Project Financial Report, and travel expense statements 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 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 Colombo, Commissioner

M/4141

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)

Sub-Grantee: **Wood County Commission**

Address: **#1 Court Square Suite 203
Parkersburg, WV 26101**

P. O. Number

Grant Number: **F19-HS-03-DOHDD**

FEIN Number: **556000417**

Funds are hereby requested to cover expenditures
For the period of:

PROJECT CASH EXPENDITURES

FUND 0000
SUB FUND 0000
DEPT 0000
UNIT 0000
REVENUE 0000
SUB REV 0000
PROGRAM 0000

Account Number	Amount
DD19-01-03	\$ 109.14
TOTAL	\$ 109.14

CERTIFICATION:

I certify that this report represents 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 for inspection at the request of the Governor's Highway Safety Program.

BY:

David Blair Couch
County Commission

(Signature)

(Date)

(Authorized Official or Grant Financial Officer Only)

GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

Purchasing/Accounts Payable Use Only

Mark Rhodes
Wood County 11:11:19 AM
Instrument No 88178006
Date Recorded 07/18/2019
Increment Type CM
Pages Recorded 2
Book-Page 75-53

JULY 18, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-01. SAID REQUEST IS IN THE AMOUNT OF \$195.80

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James 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 Governor's Highway Safety Program Grant Number F19-HS-01. The Request for Reimbursement is in the amount of one hundred ninety-five dollars and eighty cents (\$195.80) for the month of May 2019. The Request for Reimbursement form, the Project Financial Report, and travel expense statements 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 Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

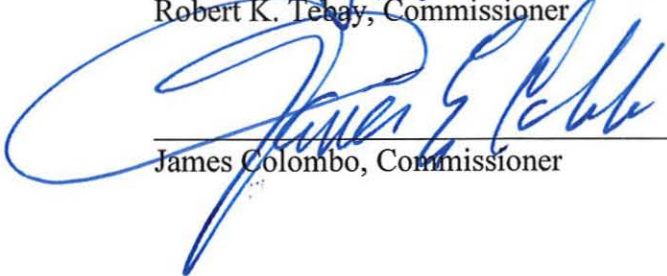
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

M/4140

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)	Sub-Grantee:	Wood County Commission
	Address:	#1 Court Square Suite 203 Parkersburg, WV 26101
	P. O. Number	
	Grant Number:	F19-HS-01
	FEIN Number:	556000417
	Funds are hereby requested to cover expenditures For the period of:	

PROJECT CASH EXPENDITURES

FUND 0000
SUB FUND 0000
DEPT 0000
UNIT 0000
REVENUE 0000
SUB REV 0000
PROGRAM 0000

Account Number	Amount
TR19-07-03	\$ 195.80
TOTAL	\$ 195.80

CERTIFICATION:

I certify that this report represents 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 for inspection at the request of the Governor's Highway Safety Program.

BY:

David Blair Couch, President

County Commission

(Authorized Official or Grant Financial Officer Only)

(Signature)

(Date)

7/18/19

[Handwritten initials]

GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

Purchasing/Accounts Payable Use Only

Mark Rhodes
WOOD County 10:47:12 AM
Instrument No 88177998
Date Recorded 07/18/2019
Document Type 001
Pages Recorded 2
Book-Page 75-53

JULY 18, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-03-402. SAID REQUEST IS IN THE AMOUNT OF \$2,370.88

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James 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 Governor's Highway Safety Program Grant Number F19-HS-03-402. The Request for Reimbursement is in the amount of two thousand three hundred seventy dollars and eighty-eight cents (\$2,370.88) for the month of June 2019. The Request for Reimbursement form, the Project Financial Report, and travel expense statements and time sheets for Brett Pickens 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 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 Colombo, Commissioner

M/4139

GOVERNOR'S HIGHWAY SAFETY PROGRAM

5707 MacCorkle Avenue SE

P. O. Box 17600

Charleston, West Virginia 25317-0010

Telephone: (304) 926-2509

Fax: (304) 926-3880

REQUEST FOR REIMBURSEMENT

(For GHSP Use Only)

Sub-Grantee: **Wood County Commission**

Address: **One Court Square, Suite 203
Parkersburg, WV 26101**

P. O. Number **MV18-**

Grant Number: **F19-HS-402**

FEIN Number: **556 000 417**

Funds are hereby requested to cover expenditures

For the period of: **06-02-2019 to 06-29-2019**

PROJECT CASH EXPENDITURES

FUND 0000
SUB FUND 0000
DEPT 0000
UNIT 0000
REVENUE 0000
SUB REV 0000
PROGRAM 0000

Account Number	Amount
	\$ 2,370.88
TOTAL	\$ 2,370.88

CERTIFICATION:

I certify that this report represents 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 for inspection at the request of the Governor's Highway Safety Program.

BY:

David Blair Couch, President

(Typed Name And Title)

(Authorized Official or Grant Financial Officer Only)

(Signature)

(Date)

7/18/19

RKC

GOVERNOR'S HIGHWAY SAFETY PROGRAM USE ONLY

ADMINISTRATIVE APPROVAL

This request is approved for the amount of:

	(Approved)	(Date)

Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.

(Date)

(Director)

Purchasing/Accounts Payable Use Only

Mark Rhodes
WOOD County 11:15:39 AM
Instrument No 88178008
Date Recorded 07/18/2019
Document Type 000
Pages Recorded 2
Book-Page 75-53

JULY 18, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: COUNTY DEPOSITORIES FOR 2019/2020

ORDER

Pursuant to Chapter 7, Article 6, Section 1, of the Official Code of the State of West Virginia, and it appearing proper to do so, it is hereby ORDERED that the following be, and they are hereby designated as County Depositories for Wood County, West Virginia, for the Fiscal Year 2019/2020.

- Community Bank, Parkersburg, West Virginia
- United National Bank, Parkersburg, West Virginia

This day there was presented Depository Bonds from the above named banks for the Fiscal Year 2019/2020, and it appearing to this Commission that all the bonds are continuing type bonds, and all filing updated lists of securities; upon a motion duly made, seconded and passed, the said updated lists of securities are hereby ORDERED to be made a part of the official records of the County Commission.

APPROVED:

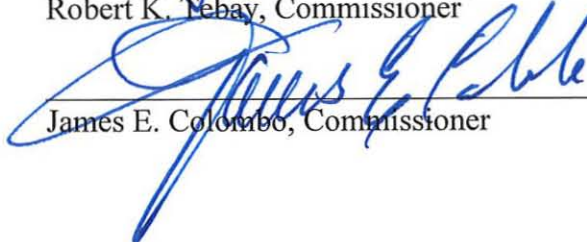
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner



Community Bank®

www.communitybankpkbg.com

June 25, 2019

Wood County Commission
One Court Square, Suite 203
Parkersburg, WV 26101

RE: Depository Bonds

In response to your request for an updated list of securities pledged against the Wood County Commission's deposits held at Community Bank of Parkersburg, the following securities have been pledged:

#312929MQ2 FHLMC #A83067 5.00% 11/01/38 Par value \$203,892

If you should have any questions, please contact me at 485-7991.

Sincerely,

Lorie A. Webb
Vice President

Member
FDIC

A Member of
The **STAR** Network



Downtown Parkersburg
631 Juliana Street
Parkersburg, WV 26101
(304) 485-7991

North Parkersburg
3906 Emerson Avenue
Parkersburg, WV 26104
(304) 485-0602

South Parkersburg
1620 Blizzard Drive
Parkersburg, WV 26101
(304) 422-7360

Vienna
2400 Grand Central Avenue
Vienna, WV 26105
(304) 295-4566

The County Commission of Wood County

No. 1 Court Square, Suite 203 Parkersburg, West Virginia 26101
(304) 424-1984



DAVID BLAIR COUCH
President

ROBERT K. TEBAY
Commissioner

JAMES E. COLOMBO
Commissioner

June 17, 2019

TO: BANKS IN WOOD COUNTY, WEST VIRGINIA

SUBJECT: DEPOSITORY BONDS – 2019/2020

PURSUANT TO CHAPTER 7, ARTICLE 6, SECTION 1, of the Code of the State of West Virginia, as amended, and it appearing to this Commission proper to do so, it is hereby ORDERED that the following be, and they are hereby, designated as COUNTY DEPOSITORIES for Wood County, West Virginia, for the fiscal year 2019/2020.

BB&T, Parkersburg, WV
Community Bank of Parkersburg, West Virginia
United National Bank, Parkersburg, West Virginia
Wesbanco, Parkersburg, West Virginia

It is further ORDERED that when any banking institution so designated has complied with the provisions of the law, the Commission shall declare it a County Depository.

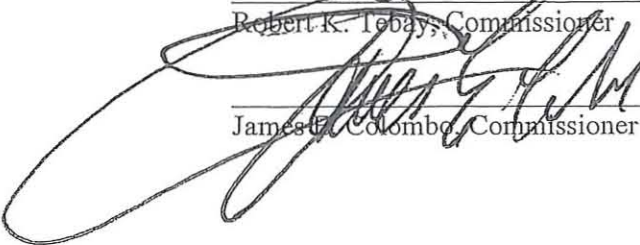
If you have a continuing type bond filed with us, please send an updated list of securities pledged, also, please file your bonds or updated list of securities in DUPLICATE, so that one copy can be filed with the **Wood County Sheriff**.

Sincerely,

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

WCC:ag

Pledge Inventory Report

United Bank
Vienna, VA
FROM 5/1/2019 TO 5/31/2019

Customer ID: 11332
Report Date: 6/1/2019
PAS Rep: Renee Kennerly
Account Rep: Scott Plunkett

Cusip Ticket	Description Location Code/Name	Maturity Date Group	Intent Coupon	S&P Moody	Market Price Dt Maturity (Yr)	Original Face Par	Book Value Market Value
Pledged: 78930 - SHERIFF WOOD CO							
3137AXHP1 861413	FHMS K024 A2 107 - WELLS FARGO	09/25/2022 CMB	AFS 2.57300	Aaa	5/31/2019 3.32	200,000.00 200,000.00	199,482.10 202,178.22
3137B04Y7 1090076	FHMS KSMC A2 107 - WELLS FARGO	01/25/2023 CMB	AFS 2.61500	NR	5/31/2019 3.66	900,000.00 900,000.00	909,668.26 910,456.17
3137FHX40 1166373	FHMS KF51 A 107 - WELLS FARGO	08/25/2025 CMB	AFS 2.88050	NR Nr	5/31/2019 6.24	750,000.00 740,932.75	739,031.42 739,189.07
3138L3AU9 855073	FNMA POOL #AM2718 107 - WELLS FARGO	03/01/2023 CMB	AFS 2.40000		5/31/2019 3.75	200,000.00 173,346.46	173,911.16 175,234.20
3138L7DQ6 925864	FNMA POOL #AM6410 107 - WELLS FARGO	08/01/2019 CMB	AFS 1.98500		5/31/2019 0.17	300,000.00 300,000.00	300,000.93 299,031.01
093851UJ0 1052709	BLOOMFIELD CONN 107 - WELLS FARGO	10/15/2027 MUN	AFS 4.00000	AA+ NR	5/31/2019 8.38	65,000.00 65,000.00	72,824.80 75,567.05
537292KH6 1031731	LITTLE MIAMI OHIO LO 107 - WELLS FARGO	12/01/2028 MUN	AFS 4.00000	Aa2	5/31/2019 9.51	420,000.00 420,000.00	484,787.21 473,163.59
6431537Y9 1021483	NEW CANEY TEX INDPT 107 - WELLS FARGO	02/15/2036 MUN	AFS 4.00000	Aaa	5/31/2019 16.72	35,000.00 35,000.00	39,067.61 38,627.05
3132LAA85 1150975	FHLMC GOLD POOL #V84 107 - WELLS FARGO	08/01/2048 RMA	AFS 4.00000		5/31/2019 29.19	100,000.00 98,760.43	102,094.87 103,159.22
3136AHGM6 884864	FNR 2013-119 AJ 107 - WELLS FARGO	09/25/2032 RMA	AFS 3.00000	NR	5/31/2019 13.33	275,000.00 108,039.06	108,825.02 109,955.75
3137BHNM5 1068069	FHL4464 MA 107 - WELLS FARGO	08/15/2044 RMA	AFS 3.00000	NA	5/31/2019 25.23	800,000.00 484,424.24	490,375.92 495,999.17
31410KRL0 511735	FNMA POOL #889791 107 - WELLS FARGO	03/01/2023 RMA	AFS 5.00000		5/31/2019 3.75	500,000.00 5,710.54	5,710.54 5,850.16
36225AT91 102005	GNMA POOL #780576 107 - WELLS FARGO	12/15/2022 RMA	AFS 7.00000		5/31/2019 3.55	126,000.00 411.16	411.20 433.86

This report reflects information submitted to us by the customer. It is not intended to be used as the official record of safekeeping location and/or pledged holdings. This information should be provided by the customer's safekeeper.

FTN Financial PASPort
Page 143

Pledge Inventory Report

United Bank
Vienna, VA
FROM 5/1/2019 TO 5/31/2019

Customer ID: 11332
Report Date: 6/1/2019
PAS Rep: Renee Kennerly
Account Rep: Scott Plunkett

Cusip	Description	Maturity Date	Intent	S&P	Market Price Dt	Original Face	Book Value
Ticket	Location Code/Name	Group	Coupon	Moody	Maturity (Yr)	Par	Market Value
Pledged: 78930 - SHERIFF WOOD CO							
3136AHTL4	FNM13139 BG	09/25/2032	AFS		5/31/2019	50,000.00	20,102.18
896518	MULT - MULTIPLE LOCATIONS	RMA	3.00000	NR	13.33	19,975.16	20,229.99
3137B4JH0	FHR 4252 MD	07/15/2031	AFS		5/31/2019	100,000.00	33,173.31
877505	MULT - MULTIPLE LOCATIONS	RMA	3.00000	Nr	12.13	33,086.60	33,604.08
31400M3S9	FNMA ARM POOL #69210	02/01/2033	AFS		5/31/2019	1,000,000.00	31,116.38
110423	MULT - MULTIPLE LOCATIONS	RMA	4.22000		13.68	31,081.52	32,565.97
16	Total Pledged: 78930 - SHERIFF WOOD CO					5,821,000.00	3,710,582.91
						3,615,767.92	3,715,244.56

Mark Rhodes
Wood County 12:14:52 PM
Instrument No 88175999
Date Recorded 07/18/2019
Document Type 000
Pages Recorded 5
Book-Page 75-50

This report reflects information submitted to us by the customer. It is not intended to be used as the official record of safekeeping location and/or pledged holdings. This information should be provided by the customer's safekeeper.

IN RE: ESTATE OF EVELYN KEFFER, DECEASED

ORDER COUNTY COMMISSION DISALLOW CLAIMS

This day came ARLIE E KEFFER, EXECUTOR, for the Estate of EVELYN J KEFFER, deceased, before the County Commission, in a hearing asking that a claim be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claims be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate, the Estate will need to be reopened.

IN RE: ESTATE OF ELIZABETH A BARTON, DECEASED

ORDER COUNTY COMMISSION DISALLOW CLAIM

This day came CHARLES E BARTON, ADMINISTRATOR, for the Estate of ELIZABETH A BARTON, deceased, before the County Commission, in a hearing asking that claim be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled that the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate, the Estate will need to be reopened.

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