

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 29, 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 9:30A.M., Carl Butcher met with the County Commission to discuss cleanup of his property.

At 9:50 A.M., the County Commission, upon a motion duly made, seconded and passed, approved the hiring of Katty Gilbert as an employee in the County Clerk's Office.

At 10:00 A.M., Fred Rader from the Mid-Ohio Valley Regional Council held a public hearing for a Small Cities Block Grant. They are proposing to use the funds for a sewer project in the Marrtown area. The public hearing was closed at 10:04 A.M. Mr. Rader stated he will get on a future agenda to continue the process.

At 10:15 A.M., the County Commission, upon a motion duly made, seconded and passed, approved Phase I of Apple Hill Manor Subdivision. Two area residents were in attendance to discuss concerns they have over water runoff. (Order M/4144)

At 10:36 A.M., Bob Marshall from the Parkersburg High School Foundation presented a project they are currently undertaking for new auditorium chairs.

At 10:45 A.M., the County Commission discussed the deannexation of property in the City of Vienna. Commissioner Tebay made a motion to refer the matter to the Planning Commission. The motion died for the lack of a second.


Having no scheduled appointments or business to attend to, the County Commission adjourned at 11:00 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/4144, A/2140

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held July 29, 2019

Please Print

1.	Carl Butcher	Carl Butcher
2.	NORMAN SMITH	J. Smith
3.	TOM HUFFMAN	Tom Huffman
4.	FRED RADER	
5.	Craig Richards	Craig Richards
6.	Tim UH	J. UH
7.	Bob Marshall	
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Wood County Commission
Agenda

7/29/2019

1 Court Square, Suite 203
Parkersburg, WV 26101

10:00 A.M.	Small Cities Block Grant Public Hearing	Fred Rader, MOVRC
10:15 A.M.	Consider approval of Apple Hill Manor, Phase 1	
10:30 A.M.	Presentation on PHS Foundation projects	Bob Marshall
	Discuss Vienna De-Annexation	
	Consider Request to Hire – Katty Gilbert as a Recorder in the County Clerk's Office - \$31,080.00	
	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

JULY 29, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID
BLAIR COUCH, AS PRESIDENT, TO EXECUTE THE PLAT OF
APPLE HILL MANOR SUBDIVISION, PHASE ONE.

ORDER

On this date, Marty Seuffer, Director of the Wood County Planning Commission, presented to the County Commission of Wood County, a plat of Apple Hill Manor Subdivision, Phase One. Said plat consists of six (6) lots and is being developed by William Gandee. Said Plat was reviewed by the Wood County Planning Commission on July 3, 2019 and approved with variances being granted for soil tests, slope of roadway and fire hydrants. A Performance Bond in the amount of two hundred thousand one hundred dollars and zero cents (\$200,100.00) is required.

Following discussion and review, the County Commission of Wood County, David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE the aforementioned plat of Apple Hill Manor Subdivision, Phase One for recordation. Said APPROVAL was for the six (6) lots located in the Union Taxing District.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4144

Mark Rhodes
WOOD COUNTY 01:21:00 PM
Instrument No 88179016
Date Recorded 07/29/2019
Document Type 000
Pages Recorded 1
Book-Page 75-54

JULY 29, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ADOPTED A RESOLUTION IN
REFERENCE TO BUDGET REVISION NO. 1 IN THE GENERAL
COUNTY FUND BUDGET FOR THE FISCAL YEAR 2019/2020.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo made unanimous by David Blair Couch, adopted a Resolution in reference to Budget Revision No. 1 in the General County Fund Budget for the fiscal year 2019/2020. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by David Blair Couch, President of the Wood County Commission.

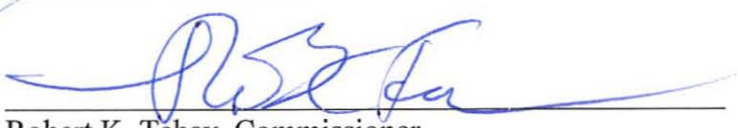
A copy of the Resolution and Request for Revision are attached to this Order and should be made a part thereof.

APPROVED:

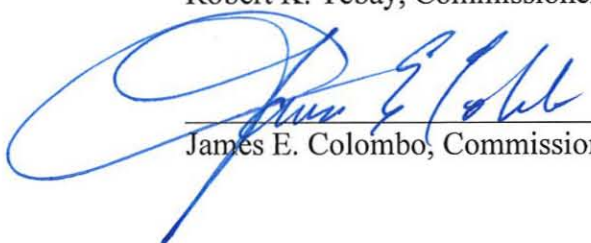
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner



Mark Rhodes
County Clerk

Office of the Wood County Clerk
Wood County Courthouse
P.O. Box 1474
Parkersburg, WV 26102-1474

Phone: 304-424-1850


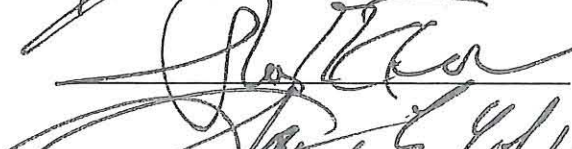

RESOLUTION

At a regular session of the county commission, held July 29, 2019 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Wood. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the General county budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on Fund 1 Budget Revision Number 1, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Robert K. Tebay and seconded by James E. Colombo and made unanimous by David Blair Couch, the vote thereon was as follows:

	<input checked="" type="radio"/> Yes	or	No
	<input checked="" type="radio"/> Yes	or	No
	<input checked="" type="radio"/> Yes	or	No

WHEREUPON, David Blair Couch, declared said resolution be, and the same is, hereby adopted as so stated above, and the President authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
153 West Main Street, Suite C
Clarksburg, WV 26302
Phone: 627-2415 ext. 5114
Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
FY: 2019-20120
Fund: 1
Rev. No. 1
Pages:

Wood County Commission

GOVERNMENT ENTITY

Person To Contact Regarding Request:

PO Box 1474

Name: **Mark Rhodes**

STREET OR PO BOX

COUNTY

Phone: **304-424-1850**

Government Type

Fax: **304-424-1982**

Parkersburg

26102

CITY

ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
298	Assigned Fund Balance		1,552,000		1,552,000
299	Unassigned Fund Balance	800,000	342,573		1,142,573
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

1,894,573

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	2,658,407	170,572		2,828,979
402	County Clerk	1,037,968	312		1,038,280
403	Circuit Clerk	729,009	1,036		730,045
404	Sheriff-Treasurer	784,559	8,322		792,881
405	Prosecuting Attorney	1,319,791	10,567		1,330,358
412	Agricultural Agent	125,845	1,474		127,319
413	Elections-County Clerk	221,197	60		221,257
424	Courthouse	422,083	2,701		424,784
428	Data Processing	154,000	11,553		165,553
443	State Grants	600,000	418,000		1,018,000
444	Other Grants		8,398		8,398
460	County Clerk Operations		16,701		16,701

NET INCREASE/(DECREASE) Expenditures

1,894,573

APPROVED BY THE STATE AUDITOR

BY:
Deputy State Auditor, Local Government Services Div. Date

AUTHORIZED SIGNATURE
OF ENTITY

APPROVAL
DATE

30-Jun-19

FISCAL YEAR 2018/2019 ENDING BALANCE:

Cash Sheriff's Ending Balance \$2,891,500.00

Less:

18/19 Encumbrances to be carried over to 19/20	(\$54,523.00)
18/19 Accounts Payable	(\$196,926.55)
18/19 Payroll payable	\$0.00
18/19 Payroll Carryover	\$0.00

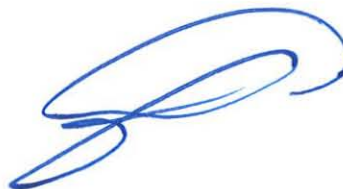
Special Building	696	(\$250,000.00)	
Fort Boreman	900-2612	(\$116,858.90)	
Veterans Park	900-6601	(\$81,194.67)	
Clerk Deed Fee	460-341	(\$16,701.30)	
Donations for K9s	444-7124	(\$8,398.00)	
Cell Tower Grant	443-7148	(\$399,325.00)	
Courthouse Bell Tower	986-459	(\$375,000.00)	(\$1,552,000.87)
Insurance	696	(\$250,000.00)	
Subtotal		\$1,142,572.58	

Less:

2019/2020 Unassigned Balance (1-299)	\$800,000.00
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2019/2020 Unassigned Balance to Carryover	\$342,572.58
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Total	\$342,572.58
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Mark Rhodes
Wood County 01:33:31 PM
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Date Recorded 07/29/2019
Document Type 000
Pages Recorded 5
Book-Page 75-54

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
168480	MOO	MUTUAL OF OMAHA	REGULAR	07/25/2019	1,062.03	

GENERAL FUND Bank Id 101 Totals

1,062.03

Report Totals

1,062.03



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2941	IRS-PAY	INTERNAL REVENUE SERVICE	REGULAR	07/24/2019	1,085.35	
2942	MONPOWER	MON POWER	REGULAR	07/24/2019	4,082.43	
GENERAL FUND Bank Id 101 Totals					5,167.78	
Report Totals					5,167.78	



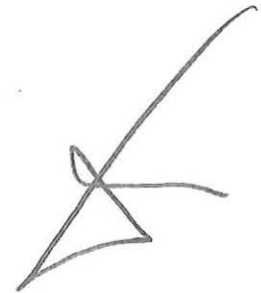
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2939	DENTAL	RENAISSANCE	REGULAR	07/23/2019	2,457.99	
2940	FSA-W	WESBANCO INSURANCE SERVICES	REGULAR	07/23/2019	855.00	
168452	DONNELLO	DONNELLO MCCARTHY ENTERP	REGULAR	07/23/2019	237.27	
168453	AAP	ADVANCE AUTO PARTS	REGULAR	07/23/2019	429.74	
168454	AMERICANF	AMERICAN FLAGS & POLES	REGULAR	07/23/2019	109.00	
168455	BFS PETRO	BFS PETROLEUM PRODUCTS INC	REGULAR	07/23/2019	983.40	
168456	DONNELLO	DONNELLO MCCARTHY ENTERP	REGULAR	07/23/2019	1,307.47	
168457	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	07/23/2019	438.27	
168458	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	07/23/2019	69.00	
168459	HRA	WESBANCO INSURANCE SERVICES	REGULAR	07/23/2019	966.00	
168460	ITECH	ITECH	REGULAR	07/23/2019	908.00	
168461	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	07/23/2019	197.00	
168462	ODEPOT	OFFICE DEPOT	REGULAR	07/23/2019	50.53	
168463	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	07/23/2019	12,722.68	
168464	PICKBRET	PICKENS BRETT A.	REGULAR	07/23/2019	828.00	
168465	PICKENSLLC	BRETT PICKENS	REGULAR	07/23/2019	828.00	
168466	PICKENSM	BRETT PICKENS	REGULAR	07/23/2019	446.71	
168467	RICOH	RICOH USA INC	REGULAR	07/23/2019	795.21	
168468	SHIRT	SHIRT FACTORY	REGULAR	07/23/2019	139.96	
168469	STATE TAX	STATE TAX DEPARTMENT PROPERTY TAX DIV	REGULAR	07/23/2019	19,603.54	
168470	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	07/23/2019	140.00	
168471	BOSOLIND	BOSO LINDSEY A	REGULAR	07/23/2019	118.77	
168472	GALLS	GALLS	REGULAR	07/23/2019	178.27	
168473	ITECH	ITECH	REGULAR	07/23/2019	2,222.96	
168474	KESTERSON	KESTERSON CLEANERS	REGULAR	07/23/2019	284.03	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
168475	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	07/23/2019	1,769.00	
168476	PCM-G	PCMG	REGULAR	07/23/2019	9,409.57	
168477	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	07/23/2019	5,275.78	
168478	VERIZONW	VERIZON WIRELESS	REGULAR	07/23/2019	2,653.18	
168479	PICKENSM	BRETT PICKENS	REGULAR	07/23/2019	44.69	
GENERAL FUND Bank Id 101 Totals					66,469.02	
Report Totals					66,469.02	

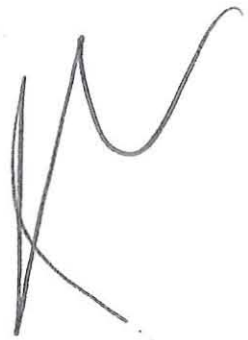



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1598	MARSHALLB	BRENDA MARSHALL	REGULAR	07/23/2019	25.50	

MAGISTRATE COURT Bank Id 105 Totals

25.50

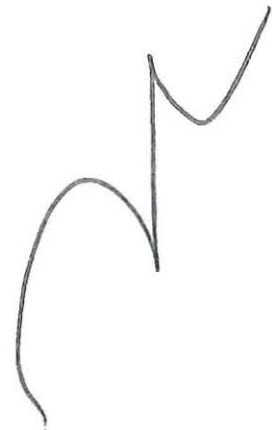


Check Register Report for Wood County Commission

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7475	AT&T MOBILE	AT&T MOBILITY	REGULAR	07/23/2019	427.31	
7476	FIREEXTIN	FIRE EXTINGUISHER SPECL	REGULAR	07/23/2019	35.00	
7477	LUMOS	LUMOS NETWORKS	REGULAR	07/23/2019	756.00	
7478	POSITIVE	POSITIVE PROMOTIONS	REGULAR	07/23/2019	1,199.20	
7479	STEERSHEA	STEERS HEATING/COOLING	REGULAR	07/23/2019	2,705.00	
7480	SUDDENLINK	SUDDENLINK	REGULAR	07/23/2019	259.77	
7481	TELCONN	TELCONN	REGULAR	07/23/2019	350.00	

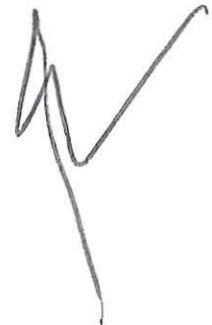
E-911 FUND Bank Id 107 Totals

5,732.28



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3492	DASH	DASH GLOVES	REGULAR	07/23/2019	215.70	
3493	KESTERSON	KESTERSON CLEANERS	REGULAR	07/23/2019	8.49	
3494	VERIZONW	VERIZON WIRELESS	REGULAR	07/23/2019	193.12	
HOME CONFINEMENT Bank Id 108 Totals					417.31	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7299	MONPOWER	MON POWER	REGULAR	07/23/2019	179.38	
7300	ODEPOT	OFFICE DEPOT	REGULAR	07/23/2019	388.80	
7301	RICOH	RICOH USA INC	REGULAR	07/23/2019	478.02	
7302	SUDDENLINK	SUDDENLINK	REGULAR	07/23/2019	1,098.03	
7303	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	07/23/2019	417.00	
7304	VERIZONW	VERIZON WIRELESS	REGULAR	07/23/2019	1,173.45	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

3,734.68

Report Totals

76,334.10



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2938	FSA-W	WESBANCO INSURANCE SERVICES	REGULAR	07/19/2019	1,710.00	
168442	BLATWILL	BLATT WILLIAM ANTHONY	REGULAR	07/19/2019	640.00	
168443	COCHMICH	COCHRAN MICHAEL L.	REGULAR	07/19/2019	320.00	
168444	FRAZRONA	FRAZIER RONALD CHARLES	REGULAR	07/19/2019	320.00	
168445	MARLTYLE	MARLOW TYLER D.	REGULAR	07/19/2019	640.00	
168446	MURPJAME	MURPHY JAMES T.	REGULAR	07/19/2019	200.00	
168447	PHILTAYL	PHILLIPS TAYLOR KELLYN	REGULAR	07/19/2019	320.00	
168448	POEJOSH	POE JOSHUA SCOTT	REGULAR	07/19/2019	320.00	
168449	RITCMICH	RITCHIE MICHAEL B	REGULAR	07/19/2019	640.00	
168450	SWIGBRIA	SWIGER BRIAN A.	REGULAR	07/19/2019	320.00	
168451	WETZJOHN	WETZEL JOHN CALEB	REGULAR	07/19/2019	960.00	

GENERAL FUND Bank Id 101 Totals

6,390.00

Report Totals

6,390.00



Check Register Report for Wood County Commission

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1310	AIRGAS M	AIRGAS MID AMERICA	REGULAR	07/19/2019	211.17	
1311	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	07/19/2019	40.00	
1312	TELECOM	TELECOM USA	REGULAR	07/19/2019	5.73	
FIRE SERVICE FEE Bank Id 120 Totals					256.90	
Report Totals					256.90	

