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 6, 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

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:44 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/4118, M/4123, A/2118, Probate Order, A/2119, M/4119, M/4120, M/4121, M/4122

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Robert K. Tebay, Commissioner

James Colombo, Commissioner

Wood County Commission Meeting Held June 6, 2019

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Wood County Commission Agenda

6/6/2019 1 Court Square, Suite 203 Parkersburg, WV 26101

| 9:30 A.M. | 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 : | ļ |
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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, impropers 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

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 \$5,912.80 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 eighty cents (\$5,912.80) which represents reimbursement to Wood County for expenses incurred during the month of March, 2019, 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 37 and bearing the date of April 18, 2019, 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

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M/4118

6102.45 1252.1 12.53.21 BEFORE THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: ESTATE OF JAMES SIMONDS, DECEASED

ORDER DIRECTING FUNDS TO GENERAL RECEIVER

On the day of June, 2019, came The Sheriff of Wood County, Administrator of The Estate of James Simonds, deceased, and reported to the General Receiver the fact that there were no known beneficiaries of the Estate of James Simonds, deceased. The assets of the Decedent's Estate, James Simonds, deceased, total \$476.46.

The said Sheriff of Wood County respectfully request that these assets be turned over to William Crichton, General Receiver, due to the fact that there is no know heirs to the estate of the decedent, James Simonds.

WHEREFORE, it is respectfully ORDERED and ADJUDGED that William Crichton shall accept and hold in his capacity of General Receiver the sum of \$476.46, which amount has heretofore been paid to William Crichton by the Administrator of the Estate of James Simonds, deceased. The General Receiver shall hold the aforesaid \$476.46 in his General Receiver account for the benefit of the said James Simonds.

ENTER this 6th day of June, 2019.



WOOD COUNTY SHERIFF'S OFFICE

Steve Stephens, Sheriff Robert G. Sims, Chief Deputy 304-424-1834 304-424-1832 Fax

DATE: June 6, 2019

TO: Wood County Commission

FROM: Sheriff Steve Stephens

REF: Modesitt Promotion(

Shana Modesitt has obtained the rank of sergeant which is to be affective Monday,

June 10, 2019. Her monthly salary will change from \$3891.75 to \$4104.25.

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH, AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 18-JAG-44. SAID REQUEST IS IN THE AMOUNT OF \$1,666.64.

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, in his official capacity as President and on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Community Corrections Grant Number 18-JAG-44. Reimbursement is in the amount of one thousand six hundred sixty-six dollars and sixty-four cents (\$1,666.64) for the month of May, 2019. In addition to the Request for Reimbursement, a Time Sheet, the Financial Recap and the Project Financial Reports are being submitted to the West Virginia Division of Justice and Community Services.

A copy of the Request for Reimbursement is attached to this ORDER and should be made a part thereof. Documentation pertaining to the Community Corrections 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/4123

WEST VIRGINIA

Division of Justice and Community Services

Date

Request for Reimbursement

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Program Accountant

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 \$3,613.34 OF WHICH \$2,669.06 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-03-402.

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 three thousand six hundred thirteen dollars and sixty-four cents (\$3,613.34) of which two thousand six hundred sixty-nine dollars and six cents (\$2,669.06) represents reimbursement to Wood County for expenses incurred during the month of April, 2019, in regard to the Governor's Highway Safety Program Grant Number F19-HS-03-402. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 75, at Page 43 and bearing the date of May 13, 2019, 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 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, Rresident

Robert K. Tebay Commissioner

James E. Colombo, Commissioner

A/2118

TOTAL OF INVOICE(S): \$3,613.64

VENDOR CODE: 000000212365

MAKKAMI #: TUN#330382

W.AMT: \$3,613.64 DATE: 05/24/20190

CHECK DESCRIPTION

march 19 payment for expenditures for grant 3wood19 - mv1903

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march 19 payment for expenditures for grant 3wood19 - mv1903

INVOICE NUMBER

F19HS340220183 F19HS03DOHDD20181 F19HS03405B20181

F19HS0340220184

For additional information, log on to Vendor Self Service at www.wvoasis.gov. If you need additional payment details, Please contact DOT ACCOUNTS PAYABLE, 3045580398X0000.

Learn more about the launching of your new State-wide accounting system (wvOASIS), visit us at www.wvoasis.gov

State of West Virginia
STATE WARRANT #1

WOOD CO COMMISSION

05/24/2019

WEST VIRGINIA TREASURY

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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 \$3,613.64 OF WHICH \$75.14 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-03-405B.

<u>ORDER</u>

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 three thousand six hundred thirteen dollars and sixty-four cents (\$3,613.64) of which seventy-five dollars and fourteen cents (\$75.14) represents reimbursement to Wood County for expenses incurred during the month of March, 2019, in regard to the Governor's Highway Safety Program Grant Number F19-HS-03-405B. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 75, at Page 47 and bearing the date of June 3, 2019 (NUNC PRO TUNC April 23, 2019), 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 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 E. Colombo, Commissioner

M/4119

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 \$3,613.64 OF WHICH \$503.64 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-03-405B.

<u>ORDER</u>

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 three thousand six hundred thirteen dollars and sixty-four cents (\$3,613.64) of which five hundred three dollars and sixty-four cents (\$503.64) represents reimbursement to Wood County for expenses incurred during the month of March, 2019, in regard to the Governor's Highway Safety Program Grant Number F19-HS-03-405B. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 75, at Page 47 and bearing the date of June 3, 2019 (NUNC PRO TUNC April 23, 2019), 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 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

lames E. Colombo, Commissioner

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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 \$3,613.64 OF WHICH \$156.50 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-03-402.

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 three thousand six hundred thirteen dollars and sixty-four cents (\$3,613.64) of which one hundred fifty-six dollars and fifty cents (\$156.50) represents reimbursement to Wood County for expenses incurred during the month of March, 2019, in regard to the Governor's Highway Safety Program Grant Number F19-HS-03-402. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 75, at Page 47 and bearing the date of June 3, 2019 (NUNC PRO TUNC April 23, 2019), 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 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 E Colombo, Commissioner

Instrument No

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 \$3,613.64 OF WHICH \$109.14 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-03-DOHDD.

<u>ORDER</u>

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 three thousand six hundred thirteen dollars and sixty-four cents (\$3,613.64) of which one hundred nine dollars and fourteen cents (\$109.14) represents reimbursement to Wood County for expenses incurred during the month of March, 2019, in regard to the Governor's Highway Safety Program Grant Number F19-HS-03-DOHDD. Receipt of the aforementioned check is pursuant to an ORDER appearing in Order Book 75, at Page 47 and bearing the date of June 3, 2019 (NUNC PRO TUNC April 23, 2019), 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 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 E Colombo, Commissioner

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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 \$3,613.34 OF WHICH \$100.16 REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-03-402.

7-113-03-402.

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 three thousand six hundred thirteen dollars and sixty-four cents (\$3,613.34) of which one hundred dollars and sixteen cents (\$100.16) represents reimbursement to Wood County for expenses incurred during the month of March, 2019, in regard to the Governor's Highway Safety Program Grant Number F19-HS-03-402. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 75, at Page 46 and bearing the date of June 3, 2019 (nunc pro tunc April 19, 2019), 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 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 E. Colombo, Commissioner

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STATE OF WEST VIRGINIA

COUNTY OF WOOD

TO -WIT:

I, Shana Modesitt, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of Sergeant with the Wood County Sheriff's Department in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD

Subscribed and sworn to, before the County Commission of Wood County, West Virginia, this

10th day of __June___, 2019.

County Commission of Wood County

