

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 13, 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.

The County Commission, upon a motion duly made, seconded and made unanimous, approved minutes of May 20, 23, 30, 2019 and June 3, 2019.

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., the County Commission met with Ryan Barber from the City of Parkersburg. Mr. Barber requested they execute a Resolution adopting the Parkersburg/Wood County Home Consortium Annual Plan for Fiscal Year 2019/2020.

At 9:45 A.M., the County Commission met with Paul Miller to discuss his desire to be reappointed to the Parkersburg/Wood County Public Library Board. The County Commission, upon a motion duly made, seconded and passed, reappointed Mr. Miller to said Board. (Order A/2121)

At 10:07 A.M., the County Commission, upon a motion duly made, seconded and made unanimous, placed Jeff Hamric in nomination for the Wood County Civil Service Commission for Deputy Sheriffs. (Order A/2122)

At 10:10 A.M., the County Commission, upon a motion duly made, seconded and made unanimous, placed Tim Flinn in nomination for reappointment to the Wood County Airport Authority. (Order A/2123)

At 10:11 A.M., the County Commission did not announce any vacancy on the Wood County Fire Board due to not having any resignation from Paul Kim Marshall who is moving out of the area.

Having no scheduled appointments or business to attend to, the County Commission adjourned at 11:05 A.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**


A/2121, A/2122, A/2123, M/4124

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



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



\_\_\_\_\_  
Robert K. Toay, Commissioner



\_\_\_\_\_  
James Colombo, Commissioner

Wood County Commission Meeting  
Held June 13, 2019

Please Print

1.	Ryan Barber	City of Parkersburg
2.	Paul Muhl	LIBRARY
3.	Brian Raitz	Library
4.	LARRY Eugene Butcher	
5.		
6.		
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Wood County Commission  
Agenda

6/13/2019

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Consider approving Resolution with City of Parkersburg and Wood County in regard to the Home Consortium Annual Plan for 2019/2020	Ryan Barber, City of Parkersburg
9:45 A.M.	Interview with Paul Miller nominee for the Parkersburg/Wood County Library Board	
	Consider putting Jeff Hamrick in nomination for the Wood County Civil Service Commission for Deputy Sheriffs	
	Consider putting Tim Flinn in nomination for reappointment to the Wood County Airport Authority	
	Announce upcoming vacancy on the Wood County Fire Board and consider putting name in nomination	
	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, 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

# The County Commission of Wood County

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



**DAVID BLAIR COUCH**  
President

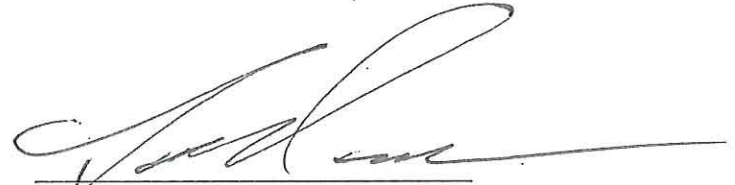
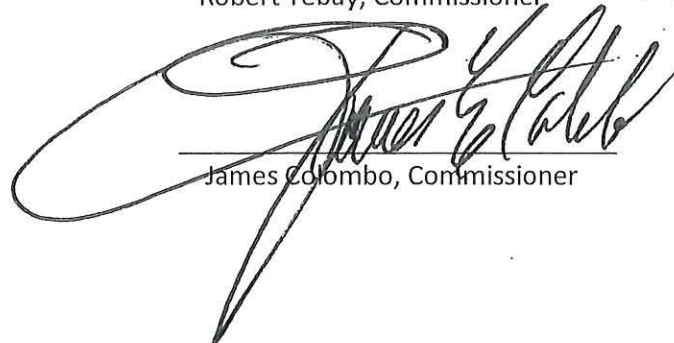
**ROBERT K. TEBAY**  
Commissioner

**JAMES E. COLOMBO**  
Commissioner

## RESOLUTION

*Be it resolved by the Wood County Commission* that the Parkersburg/Wood County HOME Consortium Annual Plan for the year 2019 to 2020 is hereby adopted.

Dated this 13<sup>th</sup> day of June 2019

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

**2019**  
**Parkersburg/Wood County HOME Consortium**  
**ONE – YEAR ACTION PLAN**

The City of Parkersburg/Wood County HOME Consortium’s One – Year Action Plan establishes the following priorities for HOME funds during the 2019 Program Year (July 1, 2019 – June 30, 2020). The programs listed, will be the investments and specific activities to be undertaken. All funds will benefit Low to Moderate Income Households throughout Wood County.

The HOME Consortium is expected to receive **\$323,902** from the U.S. Department of Housing and Urban Development in HOME Program Funds. Program Income is anticipated to be **\$230,000** with a total budget of **\$553,902** for housing activities in the FY 2019.

Based upon the funding anticipated, the following activities are expected to be implemented in Wood County during FY 2019:

I.	<u>Housing Programs</u>	
a)	Community Housing Development Organization	\$86,000
b)	Down Payment Assistance Program	\$20,000
c)	Children’s Home Society – Tenant Based Rental Assistance	\$30,000
d)	New construction and/or Rehab Projects in a Targeted Neighborhood	\$300,000
e)	Affordable Housing Leverage Fund	\$66,902
II.	<u>Planning and Administration</u>	
f)	General Administration (HOME)	\$51,000
III.	<u>Total</u>	\$553,902

JUNE 13, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED PAUL MILLER IN  
NOMINATION FOR REAPPOINTMENT TO THE  
PARKERSBURG/WOOD COUNTY LIBRARY BOARD.

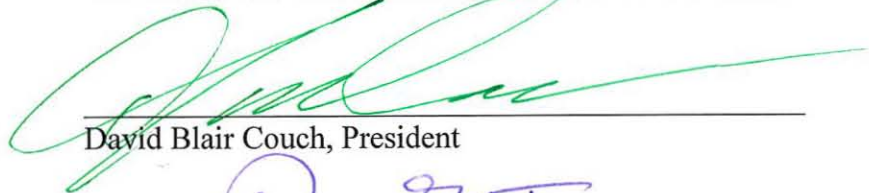
**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, placed Paul Miller in nomination for reappointment to the Parkersburg/Wood County Library Board.

The new term will expire June 30, 2024.

APPROVED:

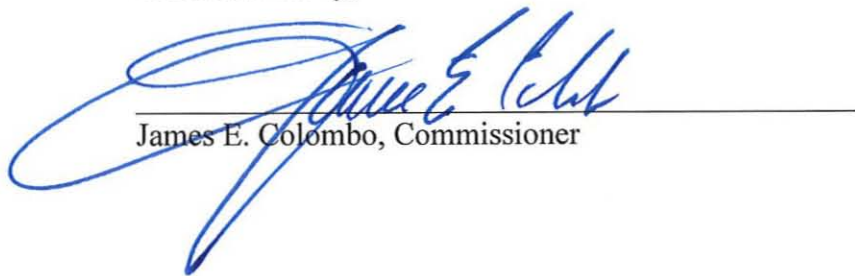
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2121

Mark Rhodes  
Wood County 02:12:53 PM  
Instrument No 88172639  
Date Recorded 06/13/2019  
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JUNE 13, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

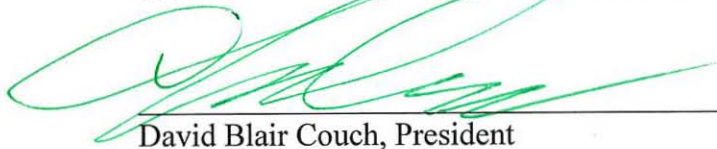
IN RE: THE COUNTY COMMISSION PLACED JEFF HAMRIC,  
DEMOCRAT, IN NOMINATION TO THE WOOD COUNTY  
CIVIL SERVICE COMMISSION FOR DEPUTY SHERIFFS.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, placed Jeff Hamric, Democrat, in nomination to fill a vacancy that exists on the Wood County Civil Service Commission for Deputy Sheriffs. The term will expire June 30, 2023.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2122

Mark Rhodes  
WOOD County 02:10:36 PM  
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JUNE 13, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

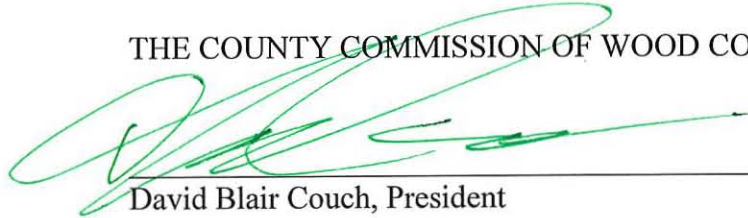
IN RE: THE COUNTY COMMISSION PLACED THE NAME OF TIM  
FLINN IN NOMINATION FOR REAPPOINTMENT TO THE  
WOOD COUNTY AIRPORT AUTHORITY.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, placed the name of Tim Flinn, Republican, in nomination for reappointment to the Wood County Airport Authority. The unexpired term will expire June 30, 2024.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



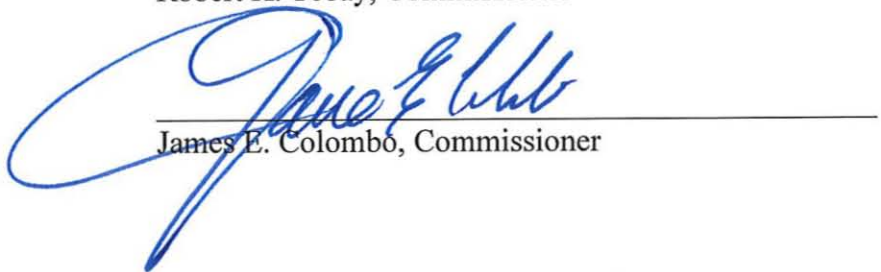
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David Blair Couch, President



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Robert K. Tebay, Commissioner



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James E. Colombo, Commissioner

A/2123

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JUNE 13, 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 \$33,293.98

**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-three thousand two hundred ninety-three dollars and ninety-eight cents (\$33,293.98) for the month of May, 2019. 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 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/4124



<b>WEST VIRGINIA</b> Division of Criminal Justice Services	<b>Request for Reimbursement</b>
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<b>RECEIVED</b> (For DCJS Use Only)	Subgrantee: Wood County Commission
	Address: One Court Square, Suite 203 Parkersburg, WV 26101
	Project #: 19-CC-26
	FEIN#: 556 000 417
	Funds are hereby requested to cover expenditures
	FROM: 5/1/19 TO: 5/31/19

**PROJECT CASH EXPENDITURES**

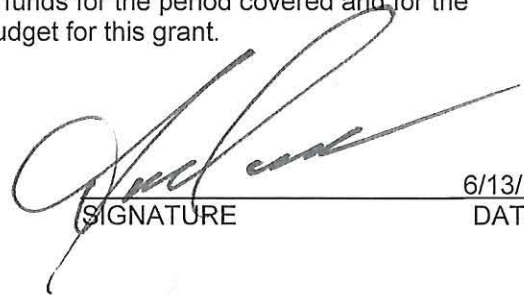
CATEGORY	AMOUNT
Personnel/Contractual	<b>\$33,293.98</b>
Travel/Training	-0-
Space	-0-
Other	-0-
Equipment	-0-
<b>TOTAL</b>	<b>\$33,293.98</b>

**CERTIFICATION:**

I certify that this report presents 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 at our office.

BY: David Blair Couch, President, Wood County Commission  
 TYPED NAME & TITLE  
 (Authorized Official or Grant Financial Officer ONLY)



6/13/19  
DATE

DCJS USE ONLY	
<b>ADMINISTRATIVE APPROVAL:</b>	
This request is approved in the amount of \$ _____	_____
Initials	Date
Pursuant to the authority vested in me, I certify that this request is correct and proper for payment.	
_____	_____
Date	Program Accountant

Mark Rhodes  
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