

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, MAY 6, 2019

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
JAMES COLOMBO, COMMISSIONER

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 met with Mark Lewis, Director of the Greater Parkersburg Convention and Visitors Bureau. Mr. Lewis asked the Commission to issue a Proclamation for National Tourism Week. Said Proclamation is attached to these minutes and shall be made a part thereof.

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:22 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/4095 and M/4098

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

A blue ink signature of David Blair Couch, written in a cursive style, positioned above a horizontal line.

David Blair Couch, President

A blue ink signature of Robert K. Tebay, written in a cursive style, positioned above a horizontal line.

Robert K. Tebay, Commissioner

A blue ink signature of James Colombo, written in a cursive style, positioned above a horizontal line.

James Colombo, Commissioner

Wood County Commission Meeting
Held May 6, 2019

Please Print

1.	<i>Mark Lewis</i>
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Wood County Commission
Agenda

5/6/2019

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider Proclamation for National Tourism Week	Mark Lewis, Convention and Visitors Bureau
	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

MAY 6, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

PROCLAMATION



WHEREAS, travel has a positive effect on West Virginia and the nation's economic prosperity and image; and

WHEREAS, travel is a pillar of economic growth, creating jobs at a faster rate than other sectors; and

WHEREAS, travel is an essential factor in the diversification of West Virginia's economy; and

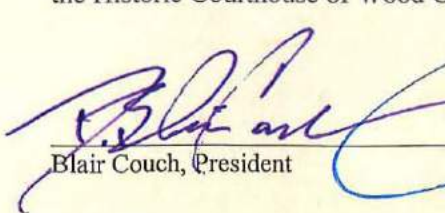
WHEREAS, leisure travel, which accounts for more than three-quarters of all trips taken in the U.S., spurs countless benefits to travelers' health and wellness, creativity, cultural awareness, education, happiness, productivity and relationships; and

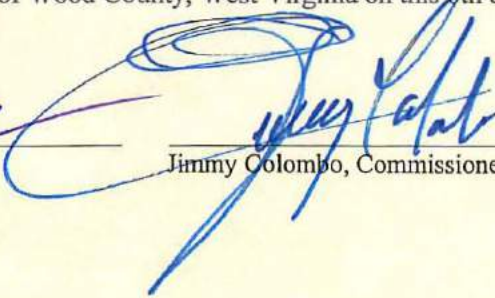
WHEREAS travel and tourism is a \$114 million industry for Wood County providing 1,160 jobs that generate \$29.4 million in local wages and earnings and \$1.3 million in taxes paid to local governments; and

WHEREAS travel matters to Wood County and the Greater Parkersburg Area

Therefore, we, The Wood County Commission, do hereby proclaim May 5-11, 2019 as National Travel and Tourism Week in Wood County, and urge the citizens of our area to join us in this special observance with appropriate events and commemorations in celebration of the benefits of travel and tourism.

In witness thereof, we have hereunto set our hand and caused the seal of West Virginia to be affixed in the Historic Courthouse of Wood County, West Virginia on this 6th day of May 2019.


Blair Couch, President


Jimmy Colombo, Commissioner


Bob Tebay, Commissioner

MAY 6, 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 \$5,912.80
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 February, 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 36 and bearing the date of March 14, 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:

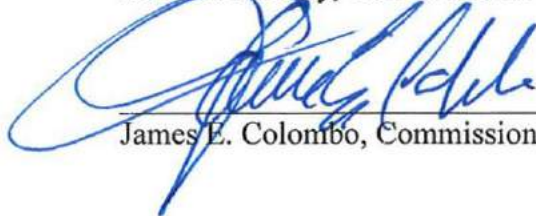
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4095

Mark Rhodes
WOOD COUNTY 05:49:21 AM
Instrument No 88167225
Date Recorded 05/06/2019
Document Type CDD
Pages Recorded 1
Book-Page 75-43

MAY 6, 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 \$3,381.90

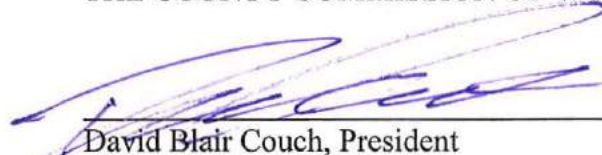
ORDER

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 three thousand three hundred eighty-one dollars and ninety cents (\$3,381.90) for the months of February 2018 to March 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:

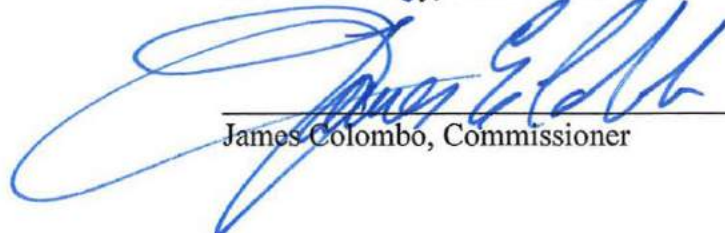
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

M/4098

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: 02-17-2019 to 03-30-2019	

PROJECT CASH EXPENDITURES

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

Account Number	Amount
	\$ 3,381.90
TOTAL	3381.90

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:

X

(Typed Name And Title)
(Authorized Official or Grant Financial Officer Only)

X DAVID BLAIR X

(Signature) (Date)

COMMISSIONER

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 09:26:46 AM
Instrument No 88168737
Date Recorded 05/06/2019
Document Type 000
Pages Recorded 2
Book Page 75-44



WOOD COUNTY SHERIFF'S OFFICE

Steve Stephens, Sheriff

W. Bruce Riffle, Chief Deputy

304-424-1834

304-424-1832 Fax

TO: Wood County Commission

FROM: Sheriff Steve Stephens

A handwritten signature in black ink, appearing to be "SS", enclosed within a hand-drawn oval.

DATE: May 3, 2019

REF: Resignation of Lt. Dave Tennant

Due to his ongoing battle with leukemia Lt. David Tennant has submitted his letter of resignation. At the time of his resignation Lt. Tennant will have served the Wood County Sheriff's Office for 21 years and 11 month.

Lt. Tennant has no remaining vacation time hours and has elected to use his remaining sick time hours which will make his last day of employment May 31, 2019.

A handwritten signature in black ink, appearing to be "MR", written in a stylized, cursive manner.

Mark Rhodes
WOOD County 09:21:29 AM
Instrument No 881-3738
Date Recorded 05/03/2019
Document Type 03
Pages Recorded 1
Book Page 75

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
168028	PICKENSM	BRETT PICKENS	REGULAR	04/30/2019	209.96	
168029	PINEGROVE	PINE GROVE KENNEL	REGULAR	04/30/2019	210.00	
168030	RICOH	RICOH USA INC	REGULAR	04/30/2019	566.84	
168031	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	04/30/2019	236.00	
168032	THE GALLERY	THE GALLERY	REGULAR	04/30/2019	574.00	
168033	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	04/30/2019	117.70	
168034	UNION WIL	UNION WILLIAMS PUBLIC SE	REGULAR	04/30/2019	67.50	
168035	WALMART	WALMART	REGULAR	04/30/2019	50.02	
168036	WATERBOY	WATERBOY LLC	REGULAR	04/30/2019	22.00	
168037	WOOD CO R	WOOD COUNTY RECREATION COMMISSION	REGULAR	04/30/2019	7,500.00	

GENERAL FUND Bank Id 101 Totals

133,144.84



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7403	CAS CABLE	CAS CABLE	REGULAR	04/30/2019	500.00	
7404	CINTAS	CINTAS CORPORATION	REGULAR	04/30/2019	67.01	
7405	DOMINIONH	DOMINION HOPE	REGULAR	04/30/2019	129.17	
7406	SMITPATR	SMITH PATRICK K.	REGULAR	04/30/2019	112.88	
7407	SUDDENLINK	SUDDENLINK	REGULAR	04/30/2019	254.21	
7408	WINANS	WINANS SERVICES	REGULAR	04/30/2019	320.00	
E-911 FUND Bank Id 107 Totals					1,383.27	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7218	DIV CRIMI	DIVISION OF JUSTICE AND COMMUNITY SERVICES	REGULAR	04/30/2019	123.00	
7219	GENERALSA	GENERAL SALES CO.	REGULAR	04/30/2019	141.10	
7220	RICOH	RICOH USA INC	REGULAR	04/30/2019	478.02	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

742.12


Report Totals

135,420.23



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2867	CHILD	CHILD SUPPORT ENF DIV	REGULAR	04/30/2019	671.88	
2868	EMPOWER	EMPOWER RETIREMENT	REGULAR	04/30/2019	45.00	
2869	FSA	TASC	REGULAR	04/30/2019	2,640.00	
2870	IRS-PAY	INTERNAL REVENUE SERVICE	REGULAR	04/30/2019	76,400.07	
2871	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	04/30/2019	732.37	
2872	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	04/30/2019	24,115.37	
168010	AMERICAN	AFLAC	REGULAR	04/30/2019	117.34	
168011	GREAT LAKES	GREAT LAKES HIGHER ED. GUARANTY CORPORATION	REGULAR	04/30/2019	158.62	
168012	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	04/30/2019	1,670.00	
168013	PHEAA	PHEAA	REGULAR	04/30/2019	258.86	
168014	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	04/30/2019	1,550.94	
168015	WESTERNSO	WESTERN & SOUTHERN LIFE	REGULAR	04/30/2019	306.36	
168016	WESTFIELD	LINCOLN FINANCIAL GROUP	REGULAR	04/30/2019	16.00	
168017	WVLOAN	WV CONSOLIDATED PUBLIC RETIREMENT BOARD	REGULAR	04/30/2019	166.50	
PAYROLL FUND Bank Id 101 Totals					108,849.31	
Report Totals					108,849.31	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7409	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	05/01/2019	139,788.03	

E-911 FUND Bank Id 107 Totals

139,788.03



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2867	CHILD	CHILD SUPPORT ENF DIV	REGULAR	04/30/2019	671.88	
2868	EMPOWER	EMPOWER RETIREMENT	REGULAR	04/30/2019	45.00	
2869	FSA	TASC	REGULAR	04/30/2019	2,640.00	
2870	IRS-PAY	INTERNAL REVENUE SERVICE	REGULAR	04/30/2019	76,400.07	
2871	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	04/30/2019	732.37	
2872	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	04/30/2019	24,115.37	
2873	DENTAL	RENAISSANCE	REGULAR	04/30/2019	1,173.51	
168010	AMERICAN	AFLAC	REGULAR	04/30/2019	117.34	
168011	GREAT LAKES	GREAT LAKES HIGHER ED. GUARANTY CORPORATION	REGULAR	04/30/2019	158.62	
168012	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	04/30/2019	1,670.00	
168013	PHEAA	PHEAA	REGULAR	04/30/2019	258.86	
168014	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	04/30/2019	1,550.94	
168015	WESTERN SO	WESTERN & SOUTHERN LIFE	REGULAR	04/30/2019	306.36	
168016	WESTFIELD	LINCOLN FINANCIAL GROUP	REGULAR	04/30/2019	16.00	
168017	WV LOAN	WV CONSOLIDATED PUBLIC RETIREMENT BOARD	REGULAR	04/30/2019	166.50	
168018	ALLETIMO	ALLEN TIMOTHY L.	REGULAR	04/30/2019	59.00	
168019	ASTORGDODGE	ASTORG DODGE CHRYSLER JEEP	REGULAR	04/30/2019	243.75	
168020	CWS	CWS	REGULAR	04/30/2019	146.62	
168021	DOMINIONH	DOMINION HOPE	REGULAR	04/30/2019	21.31	
168022	GALLS	GALLS	REGULAR	04/30/2019	1,034.10	
168023	GENERALSA	GENERAL SALES CO.	REGULAR	04/30/2019	846.64	
168024	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	04/30/2019	555.11	
168025	MEAD	MEAD & HUNT, INC.	REGULAR	04/30/2019	2,000.00	
168026	NOLANS	NOLAN'S SERVICES LLC	REGULAR	04/30/2019	7,948.47	
168027	PICKENS LLC	BRETT PICKENS	REGULAR	04/30/2019	713.00	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2874	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	05/01/2019	238,464.10	
2875	MONPOWER	MON POWER	REGULAR	05/01/2019	16,826.70	
168038	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	05/01/2019	238,464.10	X
168038	HEALTH	HIGHMARK WEST VIRGINIA	VOID	05/01/2019	(238,464.10)	X
168039	CLA-CONF	CLA CONFERENCE	REGULAR	05/01/2019	215.00	
GENERAL FUND Bank Id 101 Totals					255,505.80	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1193	CAS CABLE	CAS CABLE	REGULAR	05/02/2019	300.17	
1194	DOMINIONH	DOMINION HOPE	REGULAR	05/02/2019	128.54	
1195	EMERGENCY M	EMERGENCY MEDICAL PRODUCTS INC	REGULAR	05/02/2019	725.76	
1196	FINLEY FI	FINLEY FIRE EQUIPMENT	REGULAR	05/02/2019	7,318.74	
1197	FRONTIER	FRONTIER	REGULAR	05/02/2019	218.50	
1198	HARNESS	ERICK S HARNES	REGULAR	05/02/2019	13.48	
1199	IEH	IEH AUTO PARTS LLC	REGULAR	05/02/2019	355.62	
1200	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	05/02/2019	222.20	
1201	MONPOWER	MON POWER	REGULAR	05/02/2019	178.81	
1202	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	05/02/2019	103.37	
1203	MSESC	MOUTAIN STATE EDUCATIONAL SERVICES	REGULAR	05/02/2019	480.00	
1204	NAR	NORTH AMERICAN RESCUE	REGULAR	05/02/2019	94.52	
1205	PAR MAR	PAR MAR OIL COMPANY	REGULAR	05/02/2019	578.11	
1206	PH&S	PH&S PRODUCTS LLC	REGULAR	05/02/2019	85.00	
1207	POSTMASTE	U.S. POSTMASTER	REGULAR	05/02/2019	55.00	
1208	RYANALES	ALESHIA RYAN	REGULAR	05/02/2019	1,000.00	
1209	WEX	WEX BANK	REGULAR	05/02/2019	590.33	

FIRE SERVICE FEE Bank Id 120 Totals

12,448.15

Report Totals

12,448.15

