

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, NOVEMBER 7, 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 10:04 A.M., the County Commission, upon a motion duly made, seconded and passed, reappointed Roy Radabaugh to the Mineral Wells Public Service District. (Order A/2162)

The County Commission, upon a motion duly made, seconded and passed, announced that a vacancy will exist on the Wood County Historic Landmarks Commission. (Order A/2163)

The County Commission, upon a motion duly made, seconded and passed, announced that a vacancy will exist on the West Virginia Little Kanawha River Parkway Authority. (Order A/2164)

The County Commission, upon a motion duly made, seconded and passed, announced that two vacancies will exist on the Wood County Planning Commission. (Order A/2165)

The County Commission, upon a motion duly made, seconded and passed, announced that two vacancies will exist on the Wood County Parks and Recreation Commission (Mountwood Park). (Order A/2166)

The County Commission, upon a motion duly made, seconded and passed, announced that vacancies will exist on the Wood County Development Authority. (Order A/2167)

The County Commission, upon a motion duly made, seconded and passed, announced that vacancies exist on the Wood County Veterans Park Advisory Board. (Order A/2168)

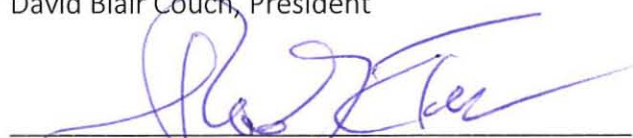
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:23 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2162, A/2163, A/2164, A/2165, A/2166, A/2166, A/2167, A/2168, M/4185

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President
Robert K. Tebay, Commissioner
James Colombo, Commissioner

Wood County Commission Meeting
Held November 7, 2019

Please Print

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Wood County Commission
Agenda

11/07/2019

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider reappointing Roy Radabaugh to the Mineral Wells Public Service District	
	Announce vacancy on the Wood County Historic Landmarks Commission	
	Announce vacancy on the Little Kanawha River Parkway Authority	
	Announce vacancies on the Wood County Planning Commission	
	Announce vacancies on the Wood County Parks and Recreation Commission (Mountwood Park)	
	Announce vacancies on the Wood County Development Authority	
	Announce vacancies on Veterans Park Advisory Board and/or discuss keeping this Board active	
	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

NOVEMBER 7, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED ROY
RADABAUGH TO THE MINERAL WELLS PUBLIC SERVICE
DISTRICT BOARD.

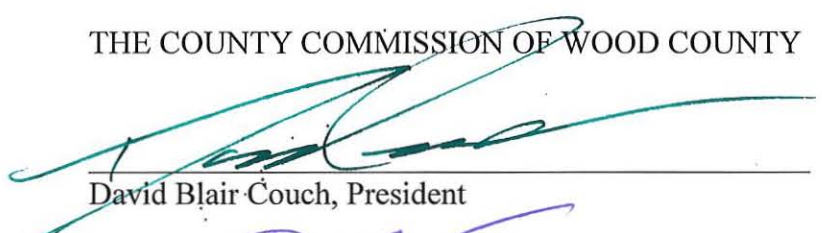
ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, reappointed Roy Radabaugh to the Mineral Wells Public Service District Board.

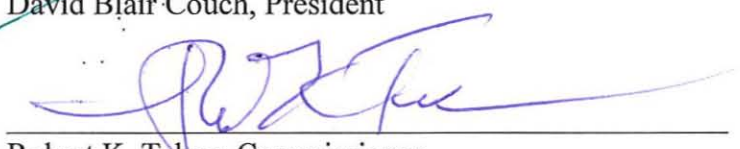
The new term will expire November 30, 2025.

APPROVED:

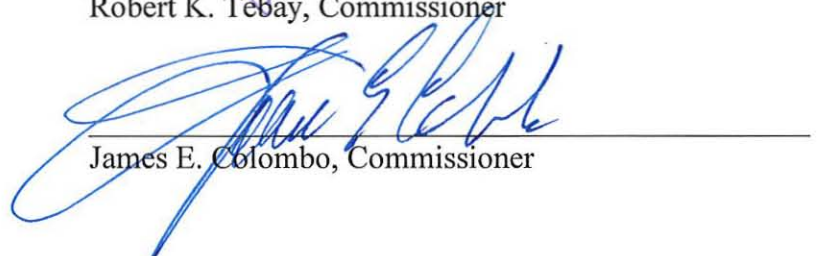
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2162

Mark Rhodes
WOOD County 11:22:18 AM
Instrument No 88189637
Date Recorded 11/07/2019
Document Type COO
Pages Recorded 1
Book-Page 75-231

NOVEMBER 7, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A
VACANCY WILL EXIST ON THE WOOD COUNTY HISTORIC
LANDMARKS COMMISSION.

ORDER

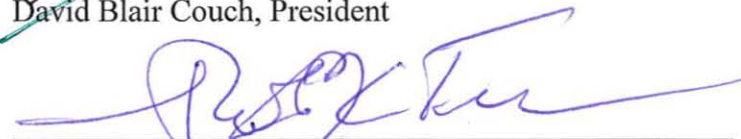
On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, announced that a vacancy will exist on the Wood County Parks Historic Landmarks Commission. Said vacancy is due to the fact that the term of Andy Hartleben will expire December 31, 2019. The new term will expire December 31, 2024.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2163

Mark Rhodes
WOOD COUNTY 11:24:20 AM
Instrument No 88189639
Date Recorded 11/07/2019
Document Type CDD
Pages Recorded 1
Book-Page 75-232

NOVEMBER 7, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A
VACANCY EXISTS ON THE WEST VIRGINIA LITTLE
KANAWHA RIVER PARKWAY AUTHORITY.


ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, announced that a vacancy exists on the West Virginia Little Kanawha River Parkway Authority. Said vacancy is due to the fact that Larry McCallister passed away.

The unexpired term will expire June 30, 2022.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2164

Mark Rhodes
Wood County 11:25:45 AM
Instrument No 88189641
Date Recorded 11/07/2019
Document Type 000
Pages Recorded 1
Book-Page 75-233

NOVEMBER 7, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT TWO
VACANCIES WILL EXIST ON THE WOOD COUNTY
PLANNING COMMISSION.

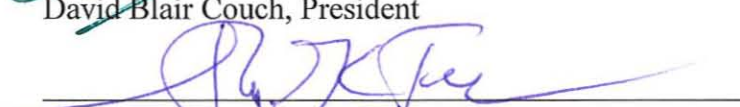
ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, announced that two vacancies will exist on the Wood County Planning Commission. Said vacancies are due to the fact that the terms of Roy Schleicher and Steve Valentine will expire on December 31, 2019. The new terms will expire December 31, 2022.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

A/2165

Mark Rhodes
Wood County 11:27:13 AM
Instrument No 88189643
Date Recorded 11/07/2019
Document Type 000
Pages Recorded 1
Book-Page 75-234

NOVEMBER 7, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT TWO
VACANCIES WILL EXIST ON THE WOOD COUNTY PARKS
AND RECREATION COMMISSION (MOUNTWOOD PARK).

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, announced that two vacancies will exist on the Wood County Parks and Recreation Commission (Mountwood Park). Said vacancies are due to the fact that the terms of William Summers and the term of John Reed will expire December 16, 2019.

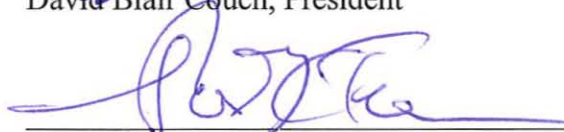
The new terms will expire December 16, 2022.

APPROVED:

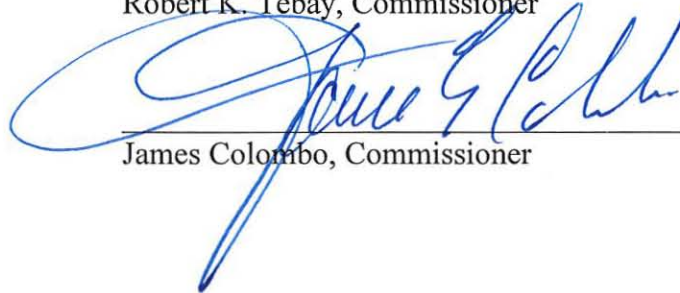
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

A/2166

Mark Rhodes
WOOD County 01:41:08 PM
Instrument No 88192570
Date Recorded 11/07/2019
Document Type 000
Pages Recorded 1
Book-Page 75-67

NOVEMBER 7, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT VACANCIES
EXIST ON THE WOOD COUNTY DEVELOPMENT
AUTHORITY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, announced that vacancies exist on the Wood County Development Authority due to the following terms set to expire December 31, 2019: Fred Earley, Dave Righter, Janelle Comstock, Mike Matheny, James Spanner, Ryan Taylor, Angela Tadlock and Bob Fehrenbacher. The new terms will expire December 31, 2022.

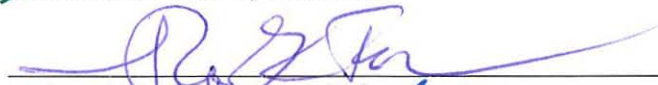
The County Commission also announced the vacancy of Randy Snider, whose unexpired term expires December 31, 2021.

APPROVED:

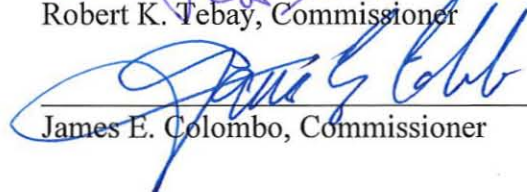
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2167

Mark Rhodes
Wood County 11:29:26 AM
Instrument No 88189647
Date Recorded 11/07/2019
Document Type 000
Pages Recorded 1
Book-Page 75-236

NOVEMBER 7, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT
VACANCIES EXIST ON THE WOOD COUNTY VETERANS
PARK ADVISORY BOARD.

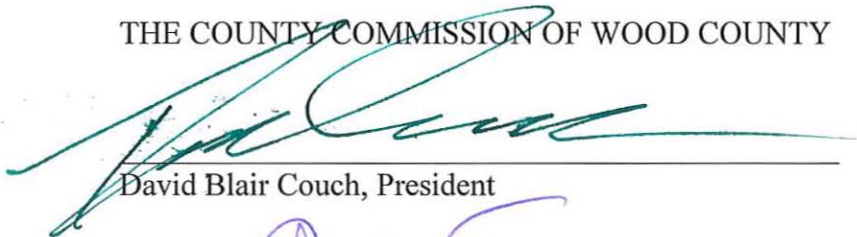
ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, announced that vacancies will exist on the Wood County Veterans Park Advisory Board. Said vacancies are due to the expiration of the terms of Jack Dunn, Henry "Bud" Williams and Karen Stordahl (deceased) on December 31, 2019.

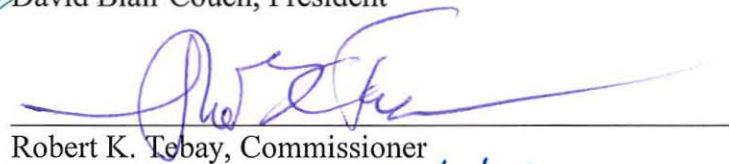
The new terms will expire December 31, 2023

APPROVED:

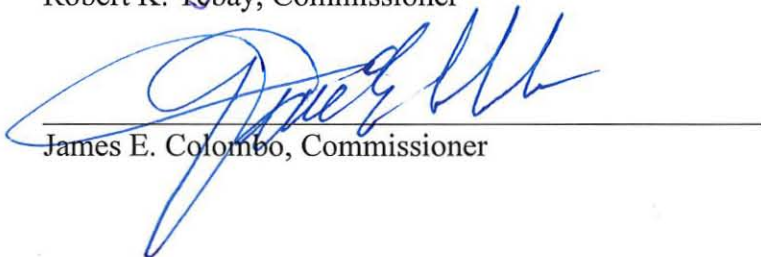
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2168

Mark Rhodes
Wood County 11:30:22 AM
Instrument No 88189649
Date Recorded 11/07/2019
Document Type 000
Pages Recorded 1
Book-Page 75-237

NOVEMBER 7, 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 \$3,286.98 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE GOVERNOR'S HIGHWAY SAFETY PROGRAM GRANT NUMBER F19-HS-03-402.

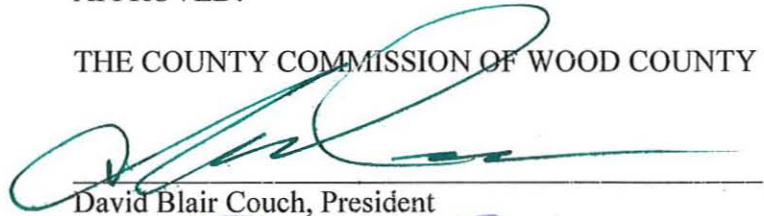
ORDER

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 two hundred eighty-six dollars and ninety-eight cents (\$3,286.98) which represents reimbursement to Wood County for expenses incurred during the months of June and July, 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 59 and bearing the date of September 12, 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/4185

Mark Rhodes
WOOD County 10:51:37 AM
Instrument No 98189055
Date Recorded 11/07/2019
Document Type ORD
Pages Recorded 1
Book-Page 75-229



P.O. Box 392, Parkersburg, WV 26102 304.422.5541 hsop.org

Wood County Commision
Attn: Marty Seufer, Administrator
1 Court Square
Parkersburg, WV 26101

November 6, 2019

Dear Mr. Seufer:

On September 19, 2019, Katherine (Katie) Kelly's employment terminated and she is no longer a humane officer with the Humane Society of Parkersburg. I, Gary McIntyre, authorize Katherine (Katie) Kelly to be removed as a humane officer as of September 19, 2019.

Sincerely,

Gary McIntyre
Executive Director
Humane Society of Parkersburg

Mark Rhodes
Wood County 11:20:22 AM
Instrument No 88189635
Date Recorded 11/07/2019
Document Type COO
Pages Recorded 1
Book-Page 75-230

ALMOST HOME

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
169026	MATHENY TRUC	MATHENY TRUCK CO	REGULAR	11/05/2019	249.07	
169027	MELRMEGA	MELROSE MEGAN	REGULAR	11/05/2019	11.77	
169028	MOO	MUTUAL OF OMAHA	REGULAR	11/05/2019	6,510.17	
169029	MYERS SEP	MYERS SEPTIC	REGULAR	11/05/2019	270.00	
169030	ODEPOT	OFFICE DEPOT	REGULAR	11/05/2019	59.14	
169031	OIL	OIL AND GAS MUSEUM	REGULAR	11/05/2019	418.12	
169032	P-ART	PARKERSBURG ART CENTER	REGULAR	11/05/2019	418.12	
169033	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	11/05/2019	696.87	
169034	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	11/05/2019	27,874.77	
169035	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	11/05/2019	139.37	
169036	PUREWATER	PURE WATER PARTNERS	REGULAR	11/05/2019	65.00	
169037	RICOH	RICOH USA INC	REGULAR	11/05/2019	237.56	
169038	RON'S	RON'S PORTA JOHNS, INC.	REGULAR	11/05/2019	185.00	
169039	SHERWIN-W	SHERWIN-WILLIAMS PAINT	REGULAR	11/05/2019	71.47	
169040	SMITH JODI	JODI SMITH	REGULAR	11/05/2019	459.82	
169041	SMOOT	SMOOT THEATER	REGULAR	11/05/2019	808.37	
169042	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	11/05/2019	334.68	
169043	STEPSTEV	STEPHENS STEVEN A.	REGULAR	11/05/2019	10.00	
169044	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	11/05/2019	53.22	
169045	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	11/05/2019	306.62	
169046	VISION	VISION SERVICE PLAN (WV)	REGULAR	11/05/2019	3,466.14	
169047	WASTE M	WASTE MANAGEMENT OF WV INC	REGULAR	11/05/2019	121.95	
169048	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	11/05/2019	139.37	
169049	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	11/05/2019	10,034.92	
169050	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	11/05/2019	1,048.09	

Items Selected For Payment Report

Fund 1 Ck Date 11/01/2019

<u>Vendor Number</u>	<u>Vendor Name</u>	<u>Invoice Numb</u>	<u>P.O. Number</u>	<u>Doc Date</u>	<u>Due Date</u>	<u>Amount</u>
HEALTH	HIGHMARK WEST VIRGINIA	191010468297		11/1/2019	11/1/2019	222,204.39
Vendor Total						222,204.39
Grand Total						222,204.39



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3048	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	11/04/2019	26,051.00	
3049	WV RETIRE	WV PUBLIC EMP RETIREMENT	REGULAR	11/04/2019	76,925.84	
3050	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	11/04/2019	34,734.47	
GENERAL FUND Bank Id 101 Totals					137,711.31	
Report Totals					137,711.31	




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3046	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	11/01/2019	222,204.39	
3047	MONPOWER	MON POWER	REGULAR	11/01/2019	17,577.05	

GENERAL FUND Bank Id 101 Totals

239,781.44

Report Totals

239,781.44



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7576	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	11/01/2019	151,700.12	

E-911 FUND Bank Id 107 Totals

151,700.12

A large, stylized handwritten signature, possibly reading 'J. [unclear]', is written in the lower right quadrant of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1135	UNITED NB	UNITED BANK LOAN PROCESSING CENTER	REGULAR	11/05/2019	4,411.82	

COAL SEVERANCE TAX Bank Id 201 Totals

4,411.82

Report Totals

88,404.50




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7389	BOWETAYL	TAYLOR BOWEN	REGULAR	11/05/2019	18.19	
7390	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/05/2019	87.69	
7391	MUNDLARR	MUNDAY LARRY DOYLE	REGULAR	11/05/2019	59.92	
7392	TOPECHRI	TOPE CHRIS E	REGULAR	11/05/2019	27.82	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					193.62	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3507	MOVDRC	MID-OHIO VALLEY DAY REPORT CENTER	REGULAR	11/05/2019	384.50	
3508	SWC	SHERIFF OF WOOD COUNTY	REGULAR	11/05/2019	10.00	
HOME CONFINEMENT Bank Id 108 Totals					394.50	




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7577	DONNELLON	DONNELLON MCCARTHY ENTERP	REGULAR	11/05/2019	209.62	
7578	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/05/2019	371.35	
7579	MOVDRG	MID-OHIO VALLEY DAY REPORT CENTER	REGULAR	11/05/2019	40.00	
7580	PUREWATER	PURE WATER PARTNERS	REGULAR	11/05/2019	58.00	
7581	RF TECHNOLOGY	RF TECHNOLOGY AMERICAS RFTA	REGULAR	11/05/2019	1,008.88	
E-911 FUND Bank Id 107 Totals					1,687.85	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
GENERAL FUND Bank Id 101 Totals					81,353.18	

A large, stylized handwritten signature in black ink, possibly reading 'J. K. S.', is located on the right side of the page. Below it is a smaller, less distinct handwritten mark.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1602	WATERS R	ROBIN WATERS	REGULAR	11/05/2019	25.50	

MAGISTRATE COURT Bank Id 105 Totals

25.50

A handwritten signature in black ink, consisting of a large, stylized 'J' or 'L' shape with a long horizontal stroke extending to the right, and a smaller, more complex scribble below it.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3051	DENTAL	RENAISSANCE	REGULAR	11/05/2019	1,054.08	
3052	FSA-W	WESBANCO INSURANCE SERVICES	REGULAR	11/05/2019	1,440.00	
3053	DENTAL	RENAISSANCE	REGULAR	11/05/2019	504.00	
169004	AAP	ADVANCE AUTO PARTS	REGULAR	11/05/2019	493.71	
169005	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	11/05/2019	278.75	
169006	ARTSBRIDG	ARTSBRIDGE	REGULAR	11/05/2019	557.50	
169007	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	11/05/2019	211.85	
169008	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	11/05/2019	139.37	
169009	BLUMBERG	BLUMBERG EXCELSIOR	REGULAR	11/05/2019	61.25	
169010	BOSOLIND	BOSO LINDSEY A	REGULAR	11/05/2019	175.62	
169011	CASTO	CASTO & HARRIS, INC.	REGULAR	11/05/2019	3,440.00	
169012	CRUM G	GWEN CRUM	REGULAR	11/05/2019	80.79	
169013	DASH	DASH GLOVES	REGULAR	11/05/2019	71.90	
169014	DOMINIONH	DOMINION HOPE	REGULAR	11/05/2019	288.27	
169015	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/05/2019	8,929.70	
169016	FRONTIER	FRONTIER	REGULAR	11/05/2019	3,997.92	
169017	GALLS	GALLS	REGULAR	11/05/2019	165.99	
169018	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	11/05/2019	26.00	
169019	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	11/05/2019	979.20	
169020	HARDY	MARIA HARDY	REGULAR	11/05/2019	1,000.00	
169021	ITECH	ITECH	REGULAR	11/05/2019	1,253.04	
169022	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	11/05/2019	1,313.12	
169023	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	11/05/2019	278.75	
169024	LEMON	LEMON'S FARM EQUIPMENT	REGULAR	11/05/2019	12.29	
169025	LOWES	LOWE'S COMPANIES, INC.	REGULAR	11/05/2019	610.47	