

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, SEPTEMBER 16, 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 9:33 A.M., the County Commission, upon a motion duly made, seconded and passed, reappointed Beniah Depue and Gib Jackson to the 911 Advisory Board. (Order A/2144)

The County Commission, upon a motion duly made, seconded and passed, placed the name of Cody McClung in nomination to the 911 Advisory Board. (Order A/2143)

At 9:52 A.M., upon motion of David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended. David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners met with Marty Seufer, County Administrator and Wood County Prosecuting Attorney, Pat Lefebure. All those present

proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by section (9) – property. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:00 o'clock A.M. (Order M/4172)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:24 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

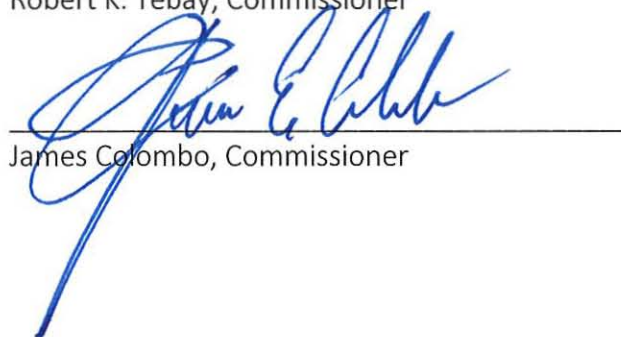
M/4170, M/4171, M/4172, A/2143, A/2144

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James Colombo, Commissioner

Wood County Commission Meeting
Held September 16, 2019

Please Print

1.	STEPHEN SMITH
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	



Wood County Commission
Agenda

9/16/2019

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider reappointing John Badgley to the Wood County Recreation Commission	
	Consider reappointing Beniah Depue and Gib Jackson to the 911 Advisory Board	
	Consider putting Cody McClung in nomination for appointment to the 911 Advisory Board	
<i>CANCELLED</i>	Consider Request to Hire Allison Leach as a Telecommunicator with the E-911 Center - \$29,034.72/yr	
	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

SEPTEMBER 16, 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 VICTIMS OF CRIME ASSISTANCE GRANT NUMBER 16-VA-114. SAID REQUEST IS IN THE AMOUNT OF \$5,912.80

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 Victims of Crime Assistance Grant Number 16-VA-114. The Request for Reimbursement is in the amount of five thousand nine hundred twelve dollars and eighty cents (\$5,912.80) for the month of August, 2019. Along with the Request for Reimbursement Form; a Financial Recap Page; Project Financial Report; Daily Time Sheets for the Victims Advocate, Tiffany Kiger; Monthly Progress Reports and the Monthly Statistical Report 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 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/4170

<p>WEST VIRGINIA</p> <p>DIVISION OF ADMINISTRATIVE SERVICES</p> <p>JUSTICE AND COMMUNITY SERVICES</p>	<p>Request for Reimbursement</p>
---	---

<p>RECEIVED</p> <p>(For JCS Use Only)</p>	Subgrantee:	Wood County Commission
	Address:	One Court Square
		Parkersburg, WV
		26101
	Project #:	16-VA-114
	FEIN#:	556000417
<p>Funds are hereby requested to cover expenditures</p> <p>FROM: 8/1/19 TO: 8/31/19</p>		

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$5,912.80
Travel/Training	
Space	
Other	
TOTAL	\$5,912.80

CERTIFICATION:

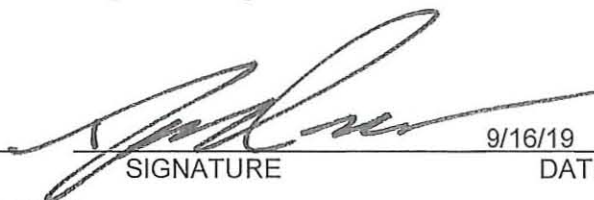
I certify that this report presents actual receipts and expenditures of funds for the period covered and for the total grant budget to date, made in accordance with the approved budget for this grant.

All documentation is available at our office.

BY: David Blair Couch, President

TYPED NAME & TITLE

(Authorized Official or Grant Financial Officer ONLY)



SIGNATURE

9/16/19

DATE

JCS USE ONLY

ADMINISTRATIVE APPROVAL:

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
Wood County 10:51:29 AM
Instrument No 00103414
Date Recorded 09/16/2019
Document Type 000
Pages Recorded 2
Book-Page 75-59

SEPTEMBER 16, 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 20-CC-29. SAID REQUEST IS IN THE AMOUNT OF \$33,935.12

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 nine hundred thirty-five dollars and twelve cents (\$33,935.12) for the month of August, 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/4171

DIVISION OF ADMINISTRATIVE SERVICES
Justice and Community Services

**Request for
Reimbursement**

RECEIVED
(For JCS Use Only)

Subgrantee: **Wood County Commission**

Address: **One Court Square, Suite 203**
Parkersburg
WV 26101

Project #: **20-CC-29**

FEIN#: **556 000 417**

Funds are hereby requested to cover expenditures

FROM: **8/1/19**

TO: **8/31/19**

PROJECT CASH EXPENDITURES

Account #	Amount
20-CC-29	\$33,935.12
TOTAL	\$33,935.12

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**
TYPED NAME & TITLE

(Authorized Official or Grant Financial Officer ONLY)

SIGNATURE

9/16/19

DATE

JCS USE ONLY

ADMINISTRATIVE APPROVAL:

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
WOOD County 10:52:57 AM
Instrument No 88187415
Date Recorded 09/16/2019
Document Type 000
Pages Recorded 2
Book Page 75-189

SEPTEMBER 16, 2019

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 16TH day of September, 2019, at 9:52 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended:


WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners met with Marty Seuffer, County Administrator and Wood County Prosecuting Attorney, Pat Lefebure.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by section (9) – property.


The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:00 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

M/4172

Mark Rhodes
WOOD County 10:54:39 AM
Instrument No 68183418
Date Recorded 09/16/2019
Document Type 000
Pages Recorded 1
Book-Page 75-59

SEPTEMBER 16, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA


IN RE: THE COUNTY COMMISSION REAPPOINTED JOHN BADGLEY
TO THE WOOD COUNTY RECREATION COMMISSION.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, reappointed John Badgley to the Wood County Recreation Commission. Mr. Badgley's new term will expire September 15, 2022.

APPROVED:

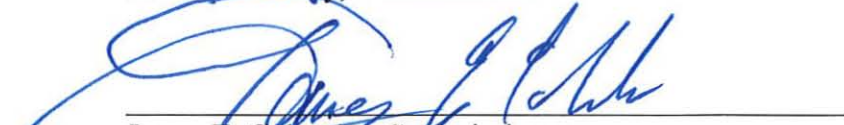
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2143

Mark Rhodes
Wood County 10:47:27 AM
Instrument No 88183411
Date Recorded 09/12/2019
Document Type 000
Pages Recorded 1
Book-Page 75-59

SEPTEMBER 16, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED BENIAH DEPUE
AND GIB JACKSON TO THE WOOD COUNTY 9-1-1 ADVISORY
BOARD.

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, reappointed Beniah Depue, Fraternal Order of Police and Gib Jackson, General Public, to the Wood County 9-1-1 Advisory Board.


The new terms will expire April 30, 2022.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

A/2144

Mark Rhodes
WOOD COUNTY 10:55:42 AM
Instrument No 88183420
Date Recorded 09/16/2019
Document Type CDD
Pages Recorded 1
Book-Page 75-59

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7335	BOWETAYL	TAYLOR BOWEN	REGULAR	09/06/2019	18.19	
7336	BUNNTRAV	BUNNER TRAVIS N.	REGULAR	09/06/2019	28.35	
7337	DOMINIONH	DOMINION HOPE	REGULAR	09/06/2019	113.61	
7338	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	09/06/2019	94.54	
7339	MONPOWER	MON POWER	REGULAR	09/06/2019	1,616.00	
7340	MOUNTAINEERC	MOUNTAINEER GAS COMPANY	REGULAR	09/06/2019	33.44	
7341	SPENCER W	CITY OF SPENCER WATERWORKS	REGULAR	09/06/2019	31.44	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					1,935.37	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1133	UNITED NB	UNITED BANK LOAN PROCESSING CENTER	REGULAR	09/06/2019	4,411.82	

COAL SEVERANCE TAX Bank Id 201 Totals

4,411.82

Report Totals

440,993.09

A large, stylized handwritten signature is written over the page. To the right of the signature, the initials 'VRS' are written in a bold, blocky font.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7519	DONNELLON	DONNELLON MCCARTHY ENTERP	REGULAR	09/06/2019	196.71	
7520	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	09/06/2019	387.37	
7521	MERCROBE	MERCER ROBERT E.	REGULAR	09/06/2019	194.16	
7522	PUREWATER	PURE WATER PARTNERS	REGULAR	09/06/2019	58.00	
7523	RIFFWILL	RIFFLE WILLIAM H.	REGULAR	09/06/2019	165.34	
7524	STUARTOIL	STUART OIL COMPANY	REGULAR	09/06/2019	66.68	
E-911 FUND Bank Id 107 Totals					1,068.26	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
168719	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	09/06/2019	145.77	
168720	RICOH	RICOH USA INC	REGULAR	09/06/2019	237.56	
168721	RUNYON	RUNYON LOCK SERVICE	REGULAR	09/06/2019	15.70	
168722	SMITH JODI	JODI SMITH	REGULAR	09/06/2019	416.76	
168723	SMOOT	SMOOT THEATER	REGULAR	09/06/2019	845.47	
168724	ST.CLAIR	MICHAEL ST. CLAIR	REGULAR	09/06/2019	300.00	
168725	TELCONN	TELCONN	REGULAR	09/06/2019	163,500.00	
168726	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	09/06/2019	3.75	
168727	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	09/06/2019	95.00	
168728	VERIZONW	VERIZON WIRELESS	REGULAR	09/06/2019	341.21	
168729	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	09/06/2019	320.70	
168730	VISION	VISION SERVICE PLAN (WV)	REGULAR	09/06/2019	3,520.38	
168731	WATERFORD CO	WATERFORD CONSULTANTS	REGULAR	09/06/2019	150.00	
168732	WHITETAIL	WHITETAIL TREE SERVICE	REGULAR	09/06/2019	1,200.00	
168733	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	09/06/2019	145.77	
168734	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	09/06/2019	10,495.54	
168735	WVCGSIRP	WVCORP	REGULAR	09/06/2019	195,129.75	
168736	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	09/06/2019	1,096.20	

GENERAL FUND Bank Id 101 Totals

433,110.10

[Handwritten Signature]

[Handwritten Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2991	DENTAL	RENAISSANCE	REGULAR	09/06/2019	1,077.12	
2992	DENTAL	RENAISSANCE	REGULAR	09/06/2019	1,328.01	
2993	FSA-W	WESBANCO INSURANCE SERVICES	REGULAR	09/06/2019	705.00	
168697	AAP	ADVANCE AUTO PARTS	REGULAR	09/06/2019	175.94	
168698	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	09/06/2019	291.54	
168699	ARTSBRIDG	ARTSBRIDGE	REGULAR	09/06/2019	583.09	
168700	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	09/06/2019	221.57	
168701	BHFI	BLANNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	09/06/2019	145.77	
168702	CRUM G	GWEN CRUM	REGULAR	09/06/2019	113.77	
168703	DOMINIONH	DOMINION HOPE	REGULAR	09/06/2019	165.74	
168704	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	09/06/2019	8,338.74	
168705	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	09/06/2019	69.95	
168706	HARDMANS SPEI	HARDMAN'S OF SPENCER	REGULAR	09/06/2019	51.99	
168707	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	09/06/2019	291.54	
168708	LOWES	LOWE'S COMPANIES, INC.	REGULAR	09/06/2019	1,052.17	
168709	MINERAL	MINERAL WELLS PUBLIC SERVICE DISTRICT	REGULAR	09/06/2019	909.90	
168710	MOO	MUTUAL OF OMAHA	REGULAR	09/06/2019	6,504.10	
168711	MYERS SEP	MYERS SEPTIC	REGULAR	09/06/2019	300.00	
168712	ODEPOT	OFFICE DEPOT	REGULAR	09/06/2019	179.99	
168713	OIL	OIL AND GAS MUSEUM	REGULAR	09/06/2019	437.31	
168714	P-ART	PARKERSBURG ART CENTER	REGULAR	09/06/2019	437.31	
168715	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	09/06/2019	728.86	
168716	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	09/06/2019	29,154.29	
168717	PICKENSLLC	BRETT PICKENS	REGULAR	09/06/2019	1,127.00	
168718	PICKENSM	BRETT PICKENS	REGULAR	09/06/2019	759.84	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1266	WV DEPUTY	WV DEPUTY, SHERIFF'S RETIREMENT	REGULAR	09/06/2019	2,503.50	
DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals					2,503.50	
Report Totals					2,503.50	

A large, stylized handwritten signature in black ink, appearing to be 'A. R.' or similar, is written across the lower right portion of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1385	MILLER DO	MILLER DOOR INC	VOID	09/09/2019	(115.00)	X

FIRE SERVICE FEE Bank Id 120 Totals (115.00)

Report Totals (115.00)



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7342	WOOD CO W	WOOD COUNTY WASTE	REGULAR	09/10/2019	158.58	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

158.58

Report Totals

260,717.16



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7525	LUMOS	LUMOS NETWORKS	REGULAR	09/10/2019	756.00	
E-911 FUND Bank Id 107 Totals					756.00	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2994	DENTAL	RENAISSANCE	REGULAR	09/10/2019	2,985.50	
2995	FSA-W	WESBANCO INSURANCE SERVICES	REGULAR	09/10/2019	705.00	
168737	BOSOLIND	BOSO LINDSEY A	REGULAR	09/10/2019	329.36	
168738	CANON	CANON FINANCIAL SERVICES, INC	REGULAR	09/10/2019	800.00	
168739	CWS	CWS	REGULAR	09/10/2019	44.05	
168740	DOMINIONH	DOMINION HOPE	REGULAR	09/10/2019	272.98	
168741	LAMP	LAMP PESTPROOF	REGULAR	09/10/2019	95.00	
168742	LEXIS	LEXIS NEXIS	REGULAR	09/10/2019	34.19	
168743	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	09/10/2019	173,700.00	
168744	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	09/10/2019	900.00	
168745	VENSEL	ANITA VENSEL	REGULAR	09/10/2019	255.00	
168746	WESBANCO	WESBANCO	REGULAR	09/10/2019	75,000.00	
168747	WORKINGMA	WORKINGMAN'S STORE	REGULAR	09/10/2019	4,326.50	
168748	WVIAAI	WV CHAPTER INTERNATIONAL	REGULAR	09/10/2019	200.00	
GENERAL FUND Bank Id 101 Totals					259,647.58	

Handwritten signature and initials, possibly 'RLO', with a large checkmark or 'X' below it.

Check Register Report for Wood County Commission

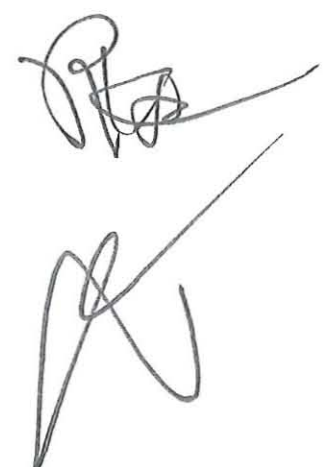
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2996	CHILD	CHILD SUPPORT ENF DIV	REGULAR	09/13/2019	370.06	
2997	EMPOWER	EMPOWER RETIREMENT	REGULAR	09/13/2019	45.00	
2998	IRS-PAY	INTERNAL REVENUE SERVICE	REGULAR	09/13/2019	82,699.78	
168749	CCMC	CAMDEN CLARK MEDICAL CENTER	REGULAR	09/13/2019	252.99	
168750	GREAT LAKES	GREAT LAKES HIGHER ED. GUARANTY CORPORATION	REGULAR	09/13/2019	161.00	
168751	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	09/13/2019	1,695.00	
168752	PHEAA	PHEAA	REGULAR	09/13/2019	307.33	

PAYROLL FUND Bank Id 101 Totals

85,531.16

Report Totals

85,531.16

A handwritten signature in black ink, consisting of a stylized 'R' followed by a horizontal line and a diagonal stroke.