

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, SEPTEMBER 19, 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 9:30 A.M., the County Commission held a hearing in regard to the Orville Bell estate. Anita Bentz and Angela Owens were present requesting that the Administrator removed. After discussion, the County Commission continued this hearing for 60 days. (Probate Order)

At 9:45 A.M., the County Commission held a hearing in regard to the Robert Yeater estate. Lisa Wynn requested that Lawrence C. Yeater be removed as Executor. After review, the County Commission Ordered that Lawrence C. Yeater be removed as Executor and Lisa Wynn be appointed as Executrix D.B.N. (Probate Order)

The 10:00 A.M. appointment in regard to the Estate of Mary Anne Wilkes was cancelled by the petitioner and continued until November 21, 2019. (Probate Order)

At 10:15 A.M., the County Commission held a hearing in regard the James Barker estate. Melissa Barker was present to contest the final settlement. After discussion, the County Commission continued this hearing for 30 days pending an amended appraisement. (Probate Order)

At 10:30 A.M., the County Commission held a hearing in regard to the Mary Kinney estate. Brena K. Kinney, Executrix was present and asked that claims be disallowed. After review, the County Commission Ordered that claims be disallowed. (Probate Order)

At 10:45 A.M., the County Commission met with Toni Tiano, Wood County Grant Consultant. Ms. Tiano requested they accept a Port Security Grant. The County Commission, upon a motion duly made, seconded and passed, authorized Ms. Tiano, to accept the grant on behalf of the County. (Order M/4173)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:48 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES


M/4173, M/4174, M/4175

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held September 19, 2019

Please Print

1.	STEPHEN SMITH	Toni Trano
2.	Randy Bell	
3.	DAVID SPONSE	
4.	Angela Owens	
5.	Anita Bontz	
6.	Laura Kelley	
7.	Kendry Allen	
8.	William J. Goin	
9.	Lance Yeater	
10.	Lisa Wynn	
11.	Anna Cunningham	
12.	Sherlyn WINANS	
13.	Kay Yeater	
14.	Richard Smith	
15.	Melvin Barker for Tiffany Barker	
16.	Scott Barker misty Barker	
17.	Kristina Barker	
18.	Jon Barker	
19.	Michelle Barker	
20.	Brenda Kimmer	



Wood County Commission
Agenda

9/19/2019

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Estate of Oliver O. Bell, Jr. – consider request to have Administrator removed	Anita Bentz and Angela Owens, heirs
9:45 A.M.	Estate of Robert R. Yeater – consider request to have Executor removed	Lisa Wynn
10:00 A.M.	Estate of Mary Anne Wilkes – consider reappointing Mark Wilkes as a Co-Executor - CANCELLED -	
10:15 A.M.	Estate of James Barker - contesting the final 7settlement	Michelle Barker, heir
10:30 A.M.	Estate of Mary L. Kinney – consider request to disallow claims	Brenda Kinney, Executrix
10:45 A.M.	Consider Court Security Grant	Toni Tiano, Wood County Grant Consultant
	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

IN RE: OLIVER ORVILLE BELL, JR, DECEASED (HEARING CONTINUED)

This day came ANITA BENTZ, in regards to a hearing on September 19, at 9:30 o'clock a.m. in the Estate OLIVER ORVILLE BELL, JR, deceased, to ADMINISTRATOR removed.

It further appearing to the County Commission, that this hearing be continued for 60 days.

IN RE: ESTATE OF ROBERT R YEATER, DECEASED (ORDER COUNTY COMMISSION-REMOVE
EXECUTOR-APPOINT LISA WYNN)

This day the 19th day of September, 201, in a hearing held before the County Commission, LISA WYNN, requesting that LAWENCE CLYDE YEATER, EXECUTOR, of the Estate of ROBERT R YEATER, deceased, be removed. Upon review of said petition the County Commission moved that LAWENCE CLYDE YEATER, EXECUTOR, be removed, and that LISA WYNN be appointed as EXECUTRIX D.B.N. of the Estate of ROBERT R YEATER, deceased.

IN RE: JAMES EDWARD BARKER, DECEASED (HEARING CONTINUED)

This day came MELISSA BARKER, in regards to a hearing on September 19, 2019, at 9:30 o'clock a.m. in the Estate JAMES EDWARD BARKER, deceased, contesting the final settlement.

It further appearing to the County Commission, that this hearing be continued for 30 days pending an amended appraisement.

IN RE: ESTATE OF MARYLYNN KINNEY, DECEASED ORDER COUNTY COMMISSION DISALLOW CLAIMS

This day came BRENA KAY KINNEY, EXECUTRIX, for the Estate of MARY LYNN KINNEY, deceased before the County Commission, in a hearing asking that a claims be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

IN RE: MARY ANN WILKES, DECEASED (HEARING CONTINUED)

This day came MARK WILKES, in regards to a hearing on September 19, at 10:00 o'clock a.m. in the Estate MARY ANN WILKES, deceased, to reinstate MARK WILKES.

It further appearing to the County Commission, that this hearing be continued until November 21, 2019, at 9:45 a.m. o'clock..

SEPTEMBER 19, 2019

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
THE ACCEPTANCE OF A PORT SECURITY GRANT

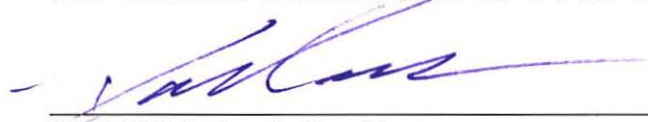
ORDER

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, did hereby AUTHORIZE Wood County Grant Writer, Toni Tiano, to accept a Port Security Grant on behalf of the County. Said Grant is in the amount of fifty thousand dollars and zero cents (\$50,000.00), and is received from the United States Department of Homeland Security.

A copy of the Grant Award is on file in the Office of the County Administrator.

APPROVED:

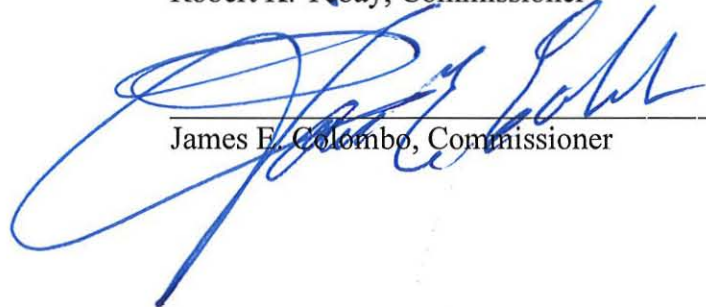
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4173

Mark Rhodes
WOOD County 11:30:45 AM
Instrument No 88183428
Date Recorded 09/19/2019
Document Type CDD
Pages Recorded 1
Book-Page 75-59

SEPTEMBER 19, 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-402. SAID REQUEST IS IN THE AMOUNT OF \$531.95

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-402. The Request for Reimbursement is in the amount of five hundred thirty-one dollars and ninety-five cents (\$531.95) for the month of September 2019. The Request for Reimbursement form, the Project Financial Report, and time sheets have been submitted.

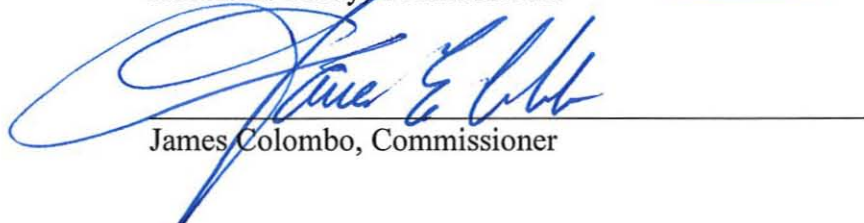
A copy of the Request for Reimbursement is attached to this Order and should be made a part thereof. Documentation pertaining to the Governor's Highway Safety Program Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James Colombo, Commissioner

M/4174

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: **#1 Court Square Suite 203
Parkersburg, WV 26101**

P. O. Number

Grant Number: **F19-HS-03-402**

FEIN Number: **556000417**

Funds are hereby requested to cover expenditures
For the period of:

PROJECT CASH EXPENDITURES

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

Account Number	Amount
SE19-21-03	\$ 531.95
TOTAL	\$ 531.95

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:

David Blair
County Commission
(Authorized Official or Grant Financial Officer Only)

[Signature]
(Signature) (Date)

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 11:32:29 AM
Instrument No 88183429
Date Recorded 09/19/2019
Document Type 000
Pages Recorded 2
Book-Page 75-54

SEPTEMBER 19, 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-03-405B. SAID REQUEST IS IN THE AMOUNT OF \$556.80


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-03-405B. The Request for Reimbursement is in the amount of five hundred fifty-six dollars and eighty cents (\$556.80) for the month of September, 2019. The Request for Reimbursement form, the Project Financial Report, and travel expense statements and time sheets for the City of Vienna Police Officers 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/4175

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: **#1 Court Square Suite 203
Parkersburg, WV 26101**

P. O. Number

Grant Number: **FS19-HS-03-405b**

FEIN Number: **556000417**

Funds are hereby requested to cover expenditures
For the period of:

PROJECT CASH EXPENDITURES

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

Account Number	Amount
HV19-01-03	\$ 556.80
TOTAL	\$ 556.80

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:

DAN BLAIR COUCH

County Commission

(Authorized Official or Grant Financial Officer Only)

[Signature]

(Signature)

(Date)

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 11:37:13 AM
Instrument No 88183430
Date Recorded 09/19/2019
Document Type 001
Pages Recorded 2
Book-Page 75-51



**CENTRAL TELECOMMUNICATIONS CENTER
OF WOOD COUNTY, WEST VIRGINIA
SERVING WIRT COUNTY**

***Wood County, West Virginia Office
of Emergency Management***

September 18, 2019

Wood County Commission
#1 Court Square
Parkersburg, WV 26101

Dear Commissioners:

Please make the following addition to the payroll for the September 30, 2019 pay period:

William A Boone will begin work as a full time dispatcher on September 17th, 2019. His Annual salary as approved is \$29,034.72 annually or \$1209.78 bi-monthly and should be taken from line item 1-712-10-184;

Thank you for your attention to this matter.

Sincerely,

R. Woodyard
Director,
Central Telecommunications Center

A handwritten signature in dark ink, appearing to read "Mark Rhodes", written in a cursive style.

A handwritten signature in dark ink, consisting of a stylized, abstract mark.

Mark Rhodes
WOOD County 10:58:22 AM
Instrument No 88183422
Date Recorded 09/19/2019
Document Type 020
Pages Recorded 1
Book-Page 75-59



**CENTRAL TELECOMMUNICATIONS CENTER
OF WOOD COUNTY, WEST VIRGINIA
SERVING WIRT COUNTY**

***Wood County, West Virginia Office
of Emergency Management***

September 18, 2019

Wood County Commission
#1 Court Square
Parkersburg, WV 26101

Dear Commissioners:

Please make the following addition to the payroll for the September 30, 2019 pay period:

Randy L Rather will begin work as a full time dispatcher on September 17th, 2019. His Annual salary as approved is \$29,034.72 annually or \$1209.78 bi-monthly and should be taken from line item 1-712-10-184;

Thank you for your attention to this matter.


Sincerely,


R. Woodyard
Director,
Central Telecommunications Center

Mark Rhodes
WOOD County 10:59:39 AM
Instrument No 88183424
Date Recorded 09/18/2019
Document Type 000
Pages Recorded 1
Book-Page 75-59

From Date Thursday, September 19, 2019Thru Date Thursday, September 19, 2019

Vendor Id	Vendor Name	Invoice No	PO No	Doc Date	Due Date	Inv Due	Description
						PO Amt	
FIFTH	FIFTH THIRD BANK	201909171		09/19/2019	09/19/2019	14,091.78 0.00	All -PURCHASE CARD
FIFTH	1 401 40 9999 FIFTH THIRD BANK	2019091756		09/19/2019	09/19/2019	2,203.03 0.00	All -PURCHASE CARD
FIFTH	56 401 40 9999 FIFTH THIRD BANK	201909177		09/19/2019	09/19/2019	13,765.19 0.00	All -PURCHASE CARD
FIFTH	7 401 40 9999 FIFTH THIRD BANK	2019091772		09/19/2019	09/19/2019	4,444.48 0.00	All -PURCHASE CARD
	72 401 40 9999						
			401		\$	34,504.48	
Grand Totals						34,504.48	


Signature


Signature