

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

317 MARKET STREET
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, DECEMBER 10, 2020

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

ABSENT: JAMES E. 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, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE a Retention Schedule to be set up for all tapes and digital recordings of the County Commission of Wood County Meetings. Said Retention Schedule is for a period of two (2) years and authorizes the destruction of all tapes and digital recordings exceeding that period of time. (Order M/4266)

At 9:45 A.M., the County Commission met with Paul Hoblitzell from the Oil and Gas Museum. Mr. Hoblitzell requested they author a letter of support for funding for Henderson Hall.


Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:03 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

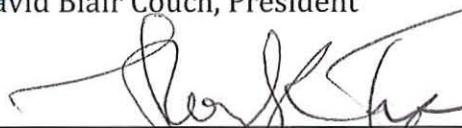
M/4264, M/4265 and M/4266

APPROVED:

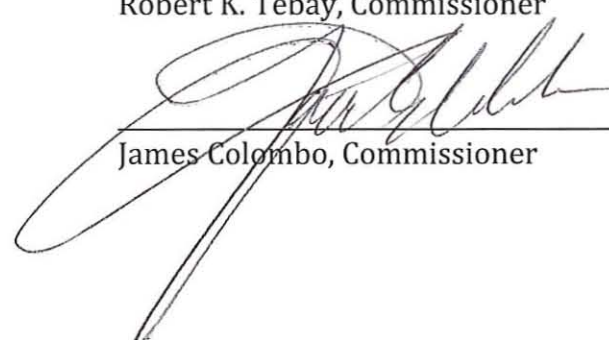
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission
Agenda

12/10/2020
9:30 A.M.

315 Market Street
Parkersburg, WV 26101

9:30 A.M.	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

DECEMBER 10, 2020

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 18-VA-047. SAID REQUEST IS IN THE AMOUNT OF \$6,120.05

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and passed, 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 18-VA-047. The Request for Reimbursement is in the amount of six thousand one hundred twenty dollars and five cents (\$6,120.05) for the month of October, 2020. 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.

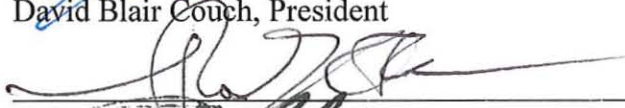
Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

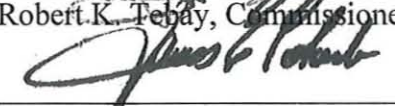
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4264

<p align="center">WEST VIRGINIA DIVISION OF ADMINISTRATIVE SERVICES JUSTICE AND COMMUNITY SERVICES</p>	<p align="center">Request for Reimbursement</p>
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<p align="center">RECEIVED (For JCS Use Only)</p>	Subgrantee:	Wood County Commission
	Address:	One Court Square, Suite 203
		Parkersburg, WV
		26101
	Project #:	18-VA-047
	FEIN#:	556000417
<p>Funds are hereby requested to cover expenditures FROM: 10/1/20 TO: 10/30/20</p>		

PROJECT CASH EXPENDITURES

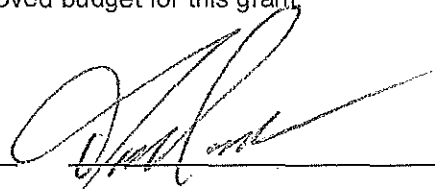
CATEGORY	AMOUNT
Personnel/Contractual	\$6,120.05
Travel/Training	
Space	
Other	
TOTAL	\$6,120.05

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



12/10/20

TYPED NAME & TITLE

SIGNATURE

DATE

(Authorized Official or Grant Financial Officer ONLY)

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

Mark Rhodes
 Wood County 01:54:19 PM
 Instrument to County
 Date Recorded 12/10/2020
 Document 1746 000
 Pages Recorded 2
 Book Page 75-111

DECEMBER 10, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE A
GRANT CONTRACT AGREEMENT FOR A JUSTICE
ASSISTANCE GRANT

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Contract Agreement for a Justice Assistance Grant with the West Virginia Division of Administrative Services Justice and Community Services. Said contract is for a grant in the amount of fifteen thousand dollars and zero cents (\$15,000.00).

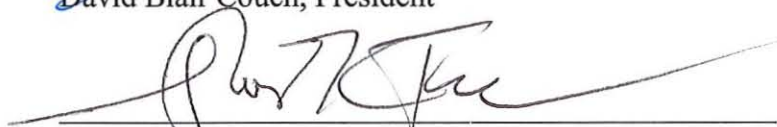
A copy of the Contract Agreement is on file in the Office of the County Administrator.

APPROVED:

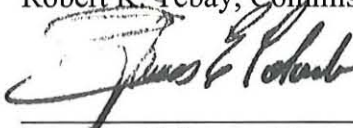
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4265

Mark Rhodes
WOOD COUNTY 11:58:34 AM
Instrument No 88235725
Date Recorded 12/10/2020
Document Type ORD
Pages Recorded 1
Book-Page 75-121

DECEMBER 10, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
A RETENTION SCHEDULE FOR ALL TAPES AND
DIGITAL RECORDINGS OF THE COUNTY COMMISSION
MEETINGS

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and passed, did hereby AUTHORIZE a Retention Schedule to be set up for all tapes and digital recordings of the County Commission of Wood County Meetings. Said Retention Schedule is for a period of two (2) years and authorizes the destruction of all tapes and digital recordings exceeding that period of time.

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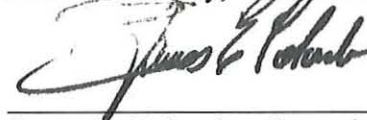
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4266

Mark Rhodes
WOOD COUNTY 01:32:31 PM
Instrument No 88235017
Date Recorded 12/10/2020
Document Type OGD
Pages Recorded 1
Book-Page 75-121