

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, FEBRUARY 10, 2020

PRESENT: DAVID BLAIR COUCH, PRESIDENT
JAMES E. COLOMBO, COMMISSIONER

ABSENT: ROBERT K. TEBAY, 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 signed a letter regarding no zoning in the County for medical cannabis. (Copy is attached)

The County Commission, upon a motion duly made, seconded and passed, announced they will not be in Session on February 13, 2020 to attend the funeral of George Lantz, Attorney. (Order A/nosessionregular)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:58 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

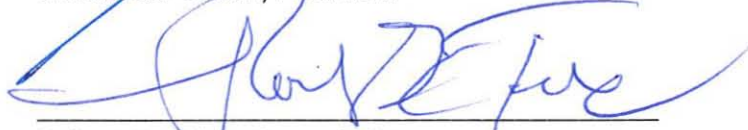
A/2200, A/2201, M/4217, A/no session regular

APPROVED:

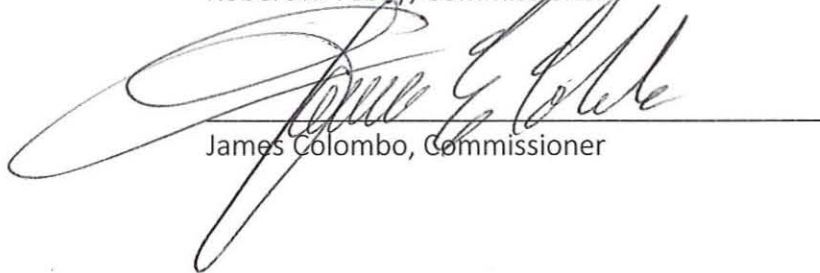
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held February 10, 2020

Please Print

1.	Rick Woodyan
2.	LARRY Eugene Butcher Thank You 5 a 2nd
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Wood County Commission
Agenda

02/10/2020

1 Court Square, Suite 203
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

FEBRUARY 10, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH,
AS PRESIDENT, TO SIGN THE PROJECT PROPOSAL FOR THE
WOOD COUNTY COMPREHENSIVE PLAN.

ORDER

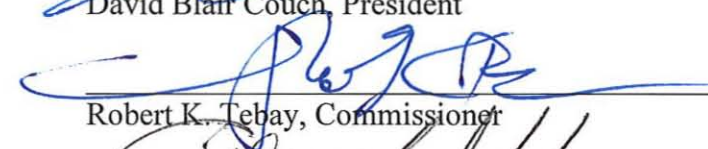
On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and passed, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to execute the Project Proposal in regard to the Wood County Comprehensive Plan Amendment. Said plan is being constructed by The West Virginia University Extension Service at a cost of six thousand dollars and zero cents (\$6,000.00)

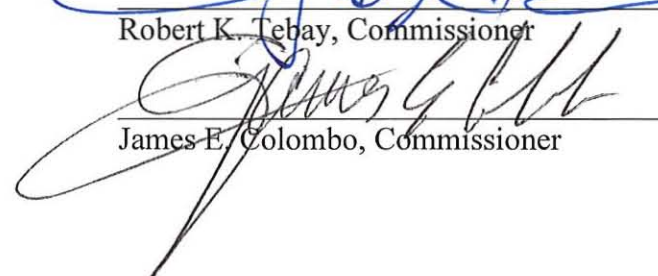
Documentation pertaining to the Wood County Comprehensive Plan is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

A/2200

Mark Rhodes
WOOD COUNTY 01:38:06 PM
Instrument No 88201944
Date Recorded 02/10/2020
Document Type 000
Pages Recorded 1
Book-Page 75-75

FEBRUARY 10, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH,
AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN
REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER
19-JAG-41. SAID REQUEST IS IN THE AMOUNT OF \$1,666.66

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and passed, 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 Community Corrections Grant Number 19-JAG-41. Reimbursement is in the amount of one thousand six hundred sixty-six dollars and sixty-six cents (\$1,666.66) for the month of January, 2020. In addition to the Request for Reimbursement, Time Sheets, Financial Recaps and the Project Financial Reports are being submitted to the West Virginia Division of Justice and Community Services.

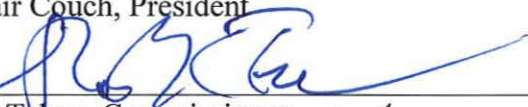
A copy of the Request for Reimbursement is attached to this ORDER and should be made a part thereof. Documentation pertaining to the Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

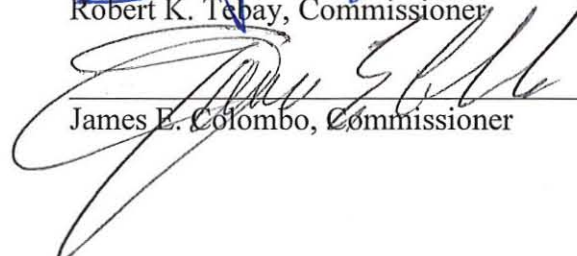
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tobay, Commissioner



James E. Colombo, Commissioner

A/2201

<p>WEST VIRGINIA</p> <p>DIVISION OF ADMINISTRATIVE SERVICES</p> <p>JUSTICE AND COMMUNITY SERVICES</p>	<p>Request for Reimbursement</p>
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<p>RECEIVED</p> <p>(For JCS Use Only)</p>	Subgrantee:	Wood County Commission
	Address:	One Court Square, Suite 203
		Parkersburg, WV 26101
	Project #:	19-JAG-41
	FEIN#:	556 000 417
<p>Funds are hereby requested to cover expenditures</p> <p>FROM: 1/1/20 TO: 1/31/20</p>		

PROJECT CASH EXPENDITURES

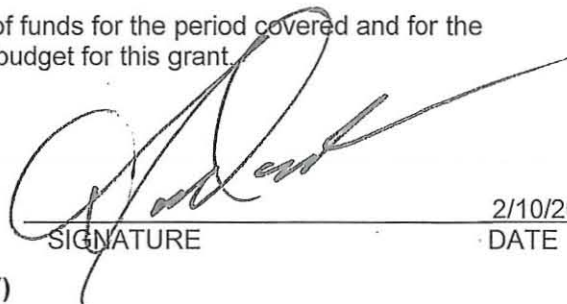
CATEGORY	AMOUNT
Personnel/Contractual	\$1,666.66
Travel/Training	
Space	
Other	
TOTAL	\$1,666.66

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, Wood County Commission
TYPED NAME & TITLE


SIGNATURE

2/10/20
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>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>Date _____ Program Accountant</p>	

Mark Rhodes
Wood County 01:40:29 PM
Instrument No 88201947
Date Recorded 02/10/2020
Document Type CTR
Pages Recorded 2
Book-Page 75-75

FEBRUARY 10, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH,
AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN
REGARD TO THE COMMUNITY PARTICIPATION GRANT NUMBER
09LEDA0665. SAID REQUEST IS IN THE AMOUNT OF \$40,175.52

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch, and passed, 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 Community Participation Grant Number 09LEDA0665. Reimbursement is in the amount of forty thousand one hundred seventy-five dollars and fifty-two cents (\$40,175.52) for the months of July, 2019 through January, 2020. In addition to the Request for Reimbursement, applicable invoice copies are being submitted to the West Virginia Division Development Office.

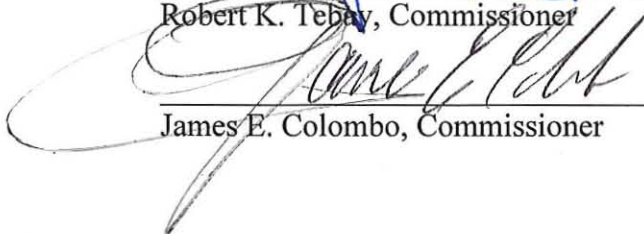
A copy of the Requests for Reimbursement is attached to this ORDER and should be made a part thereof. Documentation pertaining to the Community Participation Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

M/4217

COMMUNITY PARTICIPATION GRANT PROGRAM

REQUEST FOR PAYMENT / FINANCIAL REPORT

Payment Request #	One	Percent of Project Completed	0%
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Grant Number	09LEDA0665	Project Number	N/A
Project Name	Mountwood Park-White Oak Village repairs		

Unit of Local Govt	Wood County Commission		
Chief Elected Official	Blair Couch		
Address	#1 Court Square, Suite 205		
City	Parkersburg	State	WV
Telephone	304-424-1976	Zip Code	26101

Person Completing Form	Jeremy Cross	E-mail	jcross@woodcountywv.com
Period Covered by this Document	7-1-19 thru 01-31-2020		

A MAXIMUM OF NINETY (90) PERCENT OF GRANT FUNDS CAN BE REIMBURSED BEFORE THE PROJECT IS COMPLETE. THE FINAL 10 PERCENT CAN BE REQUESTED UPON SUBMISSION OF THE CERTIFICATION OF GRANT COMPLETION AND PROOF OF THE TEN (10) PERCENT LOCAL MATCH.

COST CATEGORIES	APPROVED BUDGET AMOUNT	AMOUNT REQUESTED TO DATE	AMOUNT REQUESTED THIS DRAW	TOTAL AMOUNT REQUESTED	LOCAL MATCH (REQUIRED FOR FINAL PAYMENT)
Construction/Improvement	400,000.00	0.0	40,175.52.00	40,175.52.00	40,000.00
Materials, Supplies, Equipment					
Other					
Other					
Total Project Cost	400,000.00		40,175.52.00	40,175.52.00	40,000.00

Progress Report (required and filed with the WVDO)

Mountwood Park has been working with McKinley Architectural and Engineering on the A/E for three air handlers in the lodge of the White Oak Village Section of Mountwood Park. The invoices included are for schematic design, design development, construction documents and procurement phase from McKinley.

Submit payment requests to: West Virginia Development Office/CPGP, Capitol Complex, Building 3, Suite 7; Charleston, WV 25305

I certify the costs claimed in this report are true and correct based upon actual requirements; that all applicable laws and regulations regarding payment of prevailing wages for construction and competitive bidding were followed in accordance with the contract for this project; that work and services are in accordance with the approved grant agreement; and that the work and services are satisfactory and consistent with the amount claimed. Supporting documents are attached to verify costs claimed and are available locally for audit and monitoring. City, county or other direct recipients of funds are not involved in any court litigation or lawsuit involving any applicable laws contained within the grant agreement.


Chief Elected Official

2/10/20
Date

Mark Rhodes
 WVDO County 01:41:55 PM
 Instrument No 88201950
 Recorded 02/10/2020
 Docment Type 000
 Pages Recorded 2
 Book-Page 75-75

FEBRUARY 10, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WILL NOT BE IN SESSION ON
THURSDAY, FEBRUARY 13, 2020.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and passed, announced to all concerned that they will not be in Session on Thursday, February 13, 2020. The County Commission will be attending the funeral of George Lantz, Attorney.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/no session regular

Mark Rhodes
WOOD COUNTY 01:35:33 PM
Instrument No 88201941
Date Recorded 02/10/2020
Document Type CDD
Pages Recorded 1
Book-Page 75-75

Check Register Report for Wood County Commission

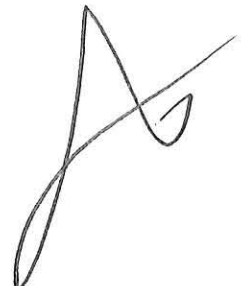
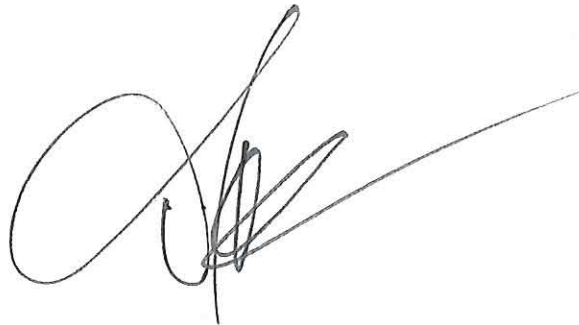
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1621	RYANALES	ALESHIA RYAN	REGULAR	02/06/2020	1,000.00	

FIRE SERVICE FEE Bank Id 120 Totals

1,000.00

Report Totals

1,000.00



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1561	FINLEY FI	FINLEY FIRE EQUIPMENT	VOID	02/05/2020	(572.49)	X
1614	FINLEY FI	FINLEY FIRE EQUIPMENT	REGULAR	02/05/2020	395.90	
1615	MONPOWER	MON POWER	REGULAR	02/05/2020	554.14	
1616	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	02/05/2020	151.94	
1617	MSESC	MOUNTAIN STATE EDUCATIONAL SERVICES	REGULAR	02/05/2020	20.00	
1618	SECURITYCENTF	SECURITY CENTRAL	REGULAR	02/05/2020	228.96	
1619	USPS	UNITED STATES POSTAL SERVICE	REGULAR	02/05/2020	254.00	
1620	WOOD CO FIRE	WOOD CO FIRE BOARD	REGULAR	02/05/2020	76.15	

FIRE SERVICE FEE Bank Id 120 Totals

1,108.60

Report Totals

1,108.60



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3135	FSA-W	WESBANCO INSURANCE SERVICES	REGULAR	02/04/2020	330.00	
3136	DENTAL	RENAISSANCE	REGULAR	02/04/2020	2,776.42	
3137	DENTAL	RENAISSANCE	REGULAR	02/04/2020	1,126.91	
169404	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	02/04/2020	166.95	
169405	ARTSBRIDG	ARTSBRIDGE	REGULAR	02/04/2020	333.90	
169406	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	02/04/2020	126.88	
169407	BHFI	BLANNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	02/04/2020	83.48	
169408	BIZTEC	BIZTEC	REGULAR	02/04/2020	622.77	
169409	BOBBARKER	BOB BARKER COMPANY INC	REGULAR	02/04/2020	261.15	
169410	CRUM G	GWEN CRUM	REGULAR	02/04/2020	118.08	
169411	CWS	CWS	REGULAR	02/04/2020	91.00	
169412	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	02/04/2020	821.80	
169413	FRONTIER	FRONTIER	REGULAR	02/04/2020	3,997.92	
169414	GALLS	GALLS	REGULAR	02/04/2020	383.66	
169415	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	02/04/2020	32.50	
169416	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	02/04/2020	1,520.07	
169417	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	02/04/2020	166.95	
169418	LOWES	LOWE'S COMPANIES, INC.	REGULAR	02/04/2020	302.89	
169419	MCKINLEY	MCKINLEY & ASSOCIATES	REGULAR	02/04/2020	40,175.52	
169420	MELRMEGA	MELROSE MEGAN	REGULAR	02/04/2020	12.84	
169421	MOO	MUTUAL OF OMAHA	REGULAR	02/04/2020	6,354.59	
169422	OIL	OIL AND GAS MUSEUM	REGULAR	02/04/2020	250.43	
169423	P-ART	PARKERSBURG ART CENTER	REGULAR	02/04/2020	250.43	
169424	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	02/04/2020	417.38	
169425	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	02/04/2020	16,695.10	




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
169426	PCM-G	PCMG	REGULAR	02/04/2020	4,666.59	
169427	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	02/04/2020	83.48	
169428	RICOH	RICOH USA INC	REGULAR	02/04/2020	237.56	
169429	SHIRT	SHIRT FACTORY	REGULAR	02/04/2020	38.99	
169430	SMITH JODI	JODI SMITH	REGULAR	02/04/2020	257.74	
169431	SMOOT	SMOOT THEATER	REGULAR	02/04/2020	484.16	
169432	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	02/04/2020	1,811.34	
169433	SYCAMORE	SYCAMORE WORKS LLC	REGULAR	02/04/2020	54,000.00	
169434	TEBAROBE	TEBAY ROBERT K.	REGULAR	02/04/2020	89.35	
169435	UNION WIL	UNION WILLIAMS PSD	REGULAR	02/04/2020	65.12	
169436	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	02/04/2020	95.00	
169437	VENSEL	ANITA VENSEL	REGULAR	02/04/2020	222.50	
169438	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	02/04/2020	183.65	
169439	VISION	VISION SERVICE PLAN (WV)	REGULAR	02/04/2020	3,392.71	
169440	WESBANCO	WESBANCO	REGULAR	02/04/2020	75,000.00	
169441	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	02/04/2020	83.48	
169442	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	02/04/2020	6,010.24	
169443	WORLD	WORLD RADIO TELECOMMUNICATIONS	REGULAR	02/04/2020	55.00	
169444	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	02/04/2020	627.74	

GENERAL FUND Bank Id 101 Totals

224,824.27

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7656	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	02/04/2020	163,909.87	
7657	JANI-SOUR	JANI-SOURCE	REGULAR	02/04/2020	155.95	
7658	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	02/04/2020	715.00	
7659	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	02/04/2020	400.00	
7660	PUREWATER	PURE WATER PARTNERS	REGULAR	02/04/2020	58.00	
7661	SUDDENLINK	SUDDENLINK	REGULAR	02/04/2020	519.52	
7662	WOOD CO FIRE	WOOD CO FIRE BOARD	REGULAR	02/04/2020	82.13	

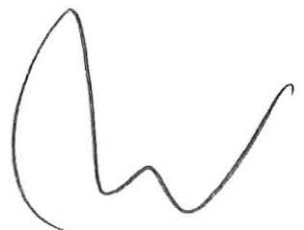
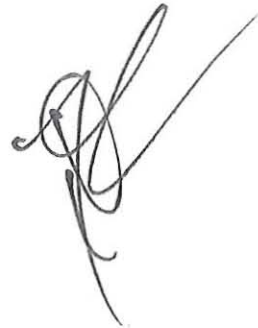
E-911 FUND Bank Id 107 Totals

165,840.47



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7470	CASEY	CASEY'S LANDSCAPING, LLC	REGULAR	02/04/2020	150.00	
7471	MGC	MOUNTAINEER GAS COMPANY	REGULAR	02/04/2020	144.67	
7472	MONPOWER	MON POWER	REGULAR	02/04/2020	1,339.76	
7473	PCM-G	PCMG	REGULAR	02/04/2020	1,208.32	
7474	RICOH	RICOH USA INC	REGULAR	02/04/2020	478.02	
7475	SUDDENLINK	SUDDENLINK	REGULAR	02/04/2020	871.22	
7476	TRIPDAVI	TRIPLETT DAVID BRIAN	REGULAR	02/04/2020	18.19	
7477	MONPOWER	MON POWER	REGULAR	02/04/2020	21.28	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					4,231.46	
Report Totals					4,231.46	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3132	WV RETIRE	WV PUBLIC EMP RETIREMENT	REGULAR	02/02/2020	79,135.53	
3133	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	02/02/2020	36,366.73	
GENERAL FUND Bank Id 101 Totals					115,502.26	
Report Totals					115,502.26	



Check Register Report for Wood County Commission

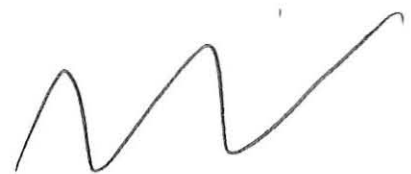
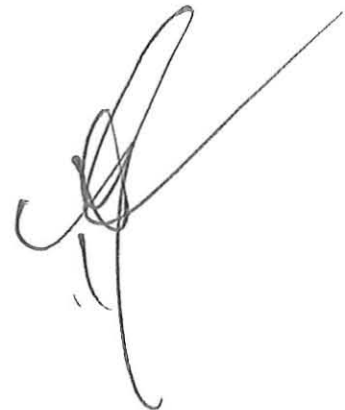
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3131	FSA-W	WESBANCO INSURANCE SERVICES	REGULAR	01/30/2020	330.00	

PAYROLL FUND Bank Id 101 Totals

330.00

Report Totals

330.00





County of Wood

CELESTE RIDGWAY
CIRCUIT CLERK
cridgway@woodcountywv.com

OFFICE OF THE CIRCUIT CLERK
Wood County Judicial Building - Room #133
#2 Government Square
Parkersburg, WV 26101-5353

Phone: 304-424-1700
FAX: 304-424-1804

February 11, 2020

To: Wood County Commission

RE: Margaret Jayne Henrie

Please be advised that Margaret Henrie will become a full-time employee in my office effective February 17, 2020, and is to receive an annual salary in the amount of \$27,500.00.

Thank you for your assistance in this matter,

Respectfully,

Celeste Ridgway, Clerk

Circuit Court of Wood County

cc: Finance Office

Mark Rhodes
WOOD County 01:33:30 PM
Instrument No 88201938
Date Recorded 02/11/2020
Document Type CDD
Pages Recorded 1
Book-Page 75-75

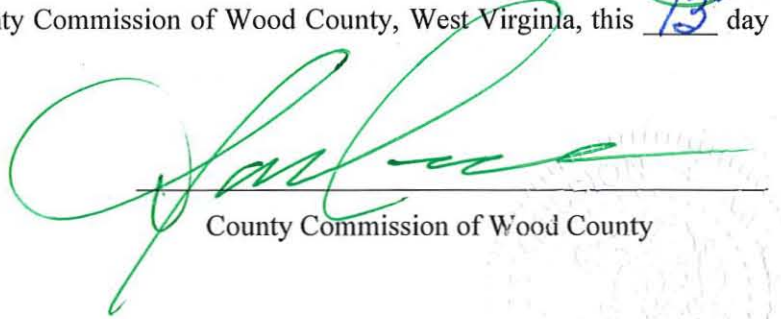
STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Nathan Forshey, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the office of Wood County Deputy Sheriff, in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.



Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 13th day of FEBRUARY, 2020.


County Commission of Wood County