

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, JULY 16, 2020

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
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 9:46 A.M., the County Commission met with Mark Rhodes, Wood County Clerk. Mr. Rhodes requested they apply for a HAVA Grant for E-poll books for the election process in the County. The County Commission authorized Commissioner Couch, as President, to sign the grant application. (Order M/4234)

At 10:26 A.M., the County Commission approved the hiring of Brenna Sams as the financial specialist for the Wood County Day Report Center.

The County Commission signed a resolution in regard to the Back the Blue Day. A copy is attached to these minutes and shall be made a part thereof.

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:33 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

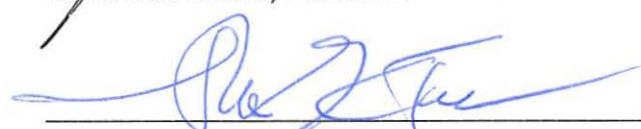
M/4235 and M/4234

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held July 16, 2020

Please Print

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Wood County Commission
Agenda

07/16/2020

317 Market Street
Parkersburg, WV 26101

9:30 A.M.	Consider HAVA Grant for E-Poll Books	
	Consider Request to Hire Brenna Sams – Bookkeeper/fiscal specialist in Wood County DRC - \$33,000.00/yr	
	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

JULY 16, 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 AN
APPLICATION FOR A HAVA 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 David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an application for a Help America Vote Act (HAVA) grant with the State of West Virginia. Said grant application is in the amount of one hundred sixty-three thousand two dollars and fifty cents (\$163,002.50).

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

APPROVED:

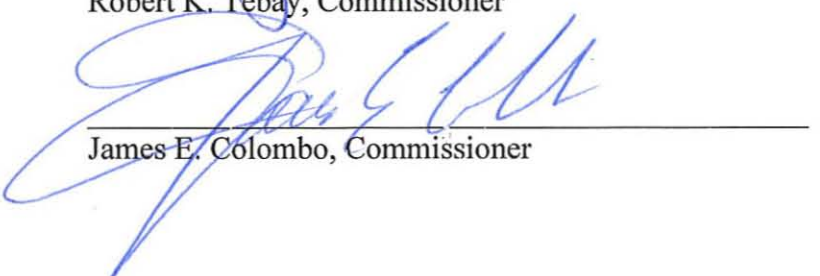
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4234

Mark Rhodes
WOOD County 11:22:49 AM
Instrument No 88215665
Date Recorded 07/16/2020
Document Type 000
Pages Recorded 1
Book-Page 75-95

JULY 16, 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 17-VA-036. SAID REQUEST IS IN THE AMOUNT OF \$6,325.80

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, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Assistance Grant Number 17-VA-036. The Request for Reimbursement is in the amount of six thousand three hundred twenty-five dollars and eighty cents (\$6,325.80) for the month of June, 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.

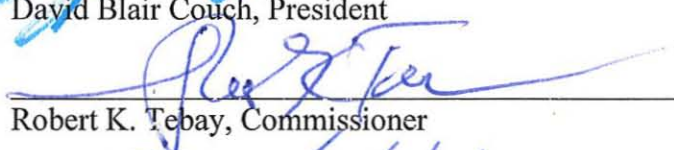
Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

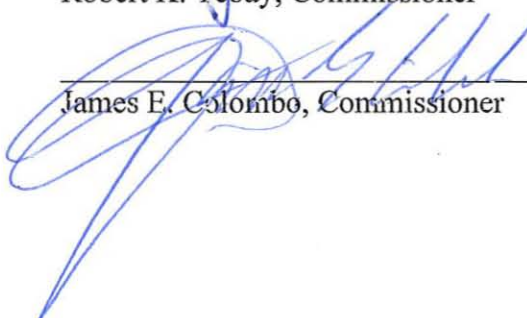
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4235

WEST VIRGINIA
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 #: 17-VA-036

FEIN#: 556000417

Funds are hereby requested to cover expenditures
FROM: 6/1/20 TO: 6/30/20

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$6,325.80
Travel/Training	
Space	
Other	
TOTAL	\$6,325.80

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

SIGNATURE

7/16/20
DATE

(Authorized Official or Grant Financial Officer ONLY)

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 11:24:36 AM
Instrument No 20210625
Date Recorded 07/16/2021
Invoiced Time 000
Pages Recorded 7
Book Page 71-95

JULY 16, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

RESOLUTION

WHEREAS, Law Enforcement Officers place their lives in harm's way every day to protect our citizens from crime and corruption; and

WHEREAS, Law Enforcement Officers play a vital role for the citizens of our County by protecting them from threats to our way of life; and

WHEREAS, Law Enforcement is a position filled with daily trials, tribulations and dangers that require the support of our citizens and elected officials; and

WHEREAS, Law Enforcement is a dangerous profession. Last year 89 (eighty-nine) Law Enforcement Officers were killed in the line of duty in the United States and its territories; and

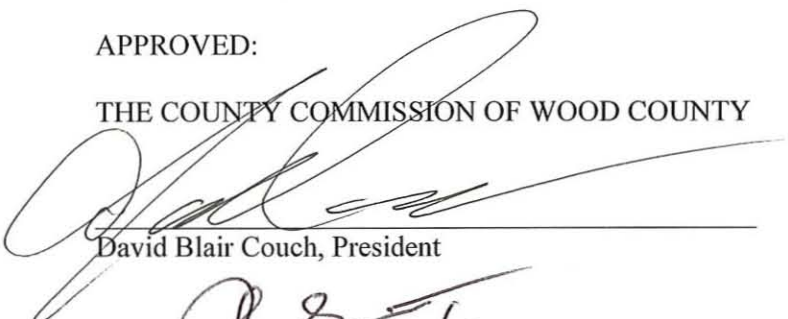
WHEREAS, the Wood County Commission recognizes these brave men and women who perform their duties each and every day under sometimes extreme conditions, doing so to protect and serve the citizens who reside here,

NOW THEREFORE BE IT RESOLVED, we, the County Commission of Wood County, do hereby recognize the hard work and sacrifices of our Law Enforcement Officers and urge all citizens to recognize Law Enforcement for a "Back the Blue Day" to be held July 18, 2020.

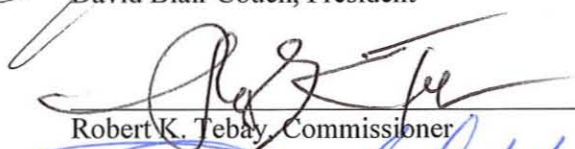
ADOPTED THIS 16TH DAY OF JULY, 2020.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner

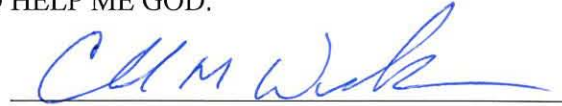


James E. Colombo, Commissioner

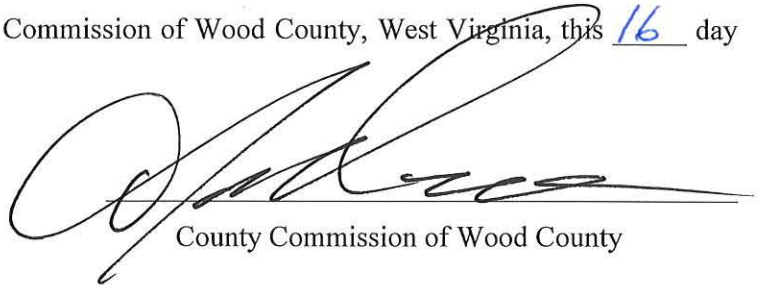
STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO -WIT:

I, CHAD M. WICKHAM, 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 MAINTENANCE 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 16 day
of July, 2020.


County Commission of Wood County

Mark Rhodes
WOOD County 11:21:39 AM
Instrument No 88215662
Date Recorded 07/16/2020
Document Type CDD
Pages Recorded 1
Book-Page 75-95