

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, MAY 14, 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 9:30 A.M., the County Commission discussed the corona virus pandemic response in the County.

At 9:56 A.M., Sheriff Steve Stephens met with the County Commission to request they approve his office going out to bid for five new vehicles. The County Commission approved the request.

At 10:00 A.M., the County Commission approved the hiring of Kevin Day as an intern for the Prosecutor's Office.

At 10:04 A.M., the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, announced that two vacancies will exist on the Wood County Fire Board. The terms of Lloyd Smith and Dan Mcpherson will expire June 5, 2020. (Order A/2250)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:20 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2250, M/4225

APPROVED:


THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting  
Held May 14, 2020

**Please Print**

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Wood County Commission  
Agenda

5/14/2020

1 Court Square, Suite 203  
Parkersburg, WV 26101

This will be a virtual meeting and will be livestreamed. The link can be accessed at [www.woodcountywv.com](http://www.woodcountywv.com)

9:30 A.M.	Discuss and Consider COVID-19 Response and Action; Discuss outside expenses during pandemic	
9:45 A.M.	Discuss vehicle purchase	Steve Stephens, Sheriff and Rob Sims, Chief
	Announce vacancy on Wood County Fire Board	
	Consider hiring of Kevin Day as an intern for Prosecutor's Office	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

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Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

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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

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**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, impropers 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



MAY 14, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT TWO  
VACANCIES EXIST ON THE WOOD COUNTY FIRE  
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, did hereby announce that two vacancies will exist on the Wood County Fire Board, as authorized in West Virginia State Code 7-17-6. The terms of Lloyd Smith and Dan McPherson will expire June 5, 2020.

New terms will expire June 5, 2023.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President  
\_\_\_\_\_  
Robert K. Tebay, Commissioner  
\_\_\_\_\_  
James E. Colombo, Commissioner

A/2250

Mark Rhodes  
WOOD County 02:57:22 PM  
Instrument No 88211710  
Date Recorded 05/14/2020  
Document Type DD  
Pages Recorded 1  
Book-Page 75-89

MAY 14, 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 April, 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.

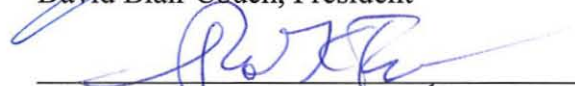
Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

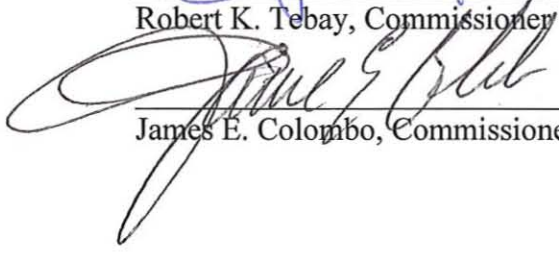
THE COUNTY COMMISSION OF WOOD COUNTY



\_\_\_\_\_  
David Blair Couch, President



\_\_\_\_\_  
Robert K. Tebay, Commissioner



\_\_\_\_\_  
James E. Colombo, Commissioner

M/4225

<p align="center"><b>WEST VIRGINIA</b>  <b>DIVISION OF ADMINISTRATIVE SERVICES</b>  <b>JUSTICE AND COMMUNITY SERVICES</b></p>	<p align="center"><b>Request for Reimbursement</b></p>
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<p align="center"><b>RECEIVED</b> <b>(For JCS Use Only)</b></p>	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: 4/1/20 TO: 4/30/20		

**PROJECT CASH EXPENDITURES**

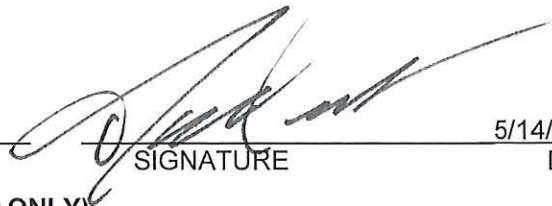
CATEGORY	AMOUNT
Personnel/Contractual	\$6,325.80
Travel/Training	
Space	
Other	
<b>TOTAL</b>	<b>\$6,325.80</b>

**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

5/14/20  
 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 02:58:37 PM  
 Instrument No 8821712  
 Date Recorded 05/14/2020  
 Document Type 000  
 Pages Recorded 1  
 Book-Page 75-89