

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

317 MARKET STREET
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, MARCH 22, 2021

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., Bernard Cothorn took his oath for the West Virginia Little Kanawha Parkway Authority.

At 9:32 A.M., the County Commission met with Phil Hays and Annette Emrick to discuss using property on Larkmead Road for recreation ball purposes. They want to put 6 softball and baseball fields on the property. The Commission instructed Mr. Hays to get in touch with the owner of property left on the site to see if he wants it. They also asked him to put his request to use the property in writing. Commissioner Tebay gave permission for the ground to be flattened out in some areas for the fields.

At 9:52 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, appointed Chris Swarr to the Wood County Alternative Transportation System Council. (Order A/2362)

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:40 A.M.


ORDERS APPROVED AND ATTACHED TO THESE MINUTES


A/2362 and M/4289

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James Colombo, Commissioner



Wood County Commission
Agenda

03/22/2021
9:30 A.M.

317 Market Street
Parkersburg, WV 26101

9:30 A.M.	Consider request to use Wood County Commission property on Larkmead Road for recreational ball purposes	Phil Hays and Jared Kuhl
	Consider appointing Chris Swarr to the Alternative Transportation System Council and the Mountaineer Trail Network Recreation Authority	
	Budget Preparation for Fiscal year 2021/2022	
	Administrator's Report	Marty Seufer, 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

Wood County Commission Meeting
Held March 22, 2021

Please Print

1.	Phil Hays
2.	Annette Emrick
3.	Bernard Cothern
4.	
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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, 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

MARCH 22, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED CHRIS SWARR TO
THE WOOD COUNTY ALTERNATIVE TRANSPORTATION
SYSTEM COUNCIL.

ORDER

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, appointed Chris Swarr, representing Wood County Parks, to the Wood County Alternative Transportation System Council.

The term will expire July 15, 2021.

APPROVED:

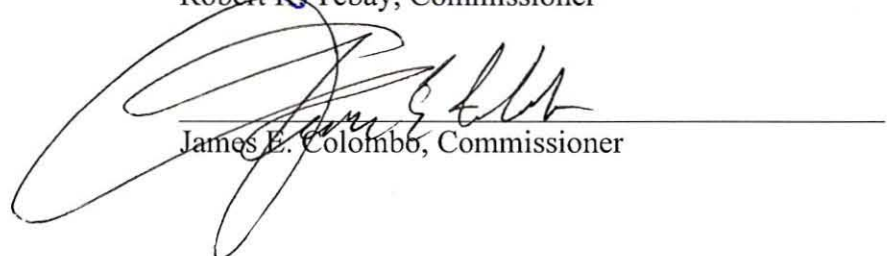
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2362

Mark Rhodes
Wood County 12:10:29 PM
Instrument No 88247187
Date Recorded 03/22/2021
Document Type ORD
Pages Recorded 1
Book-Page 75-130

MARCH 22, 2021

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 \$6,120.03

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, 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 three cents (\$6,120.03) for the month of February 2021. Along with the Request for Reimbursement Form; a Financial Recap Page; Project Financial Report; Daily Time Sheets for the Victims Advocate, and Assistant Victims Advocate; 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:

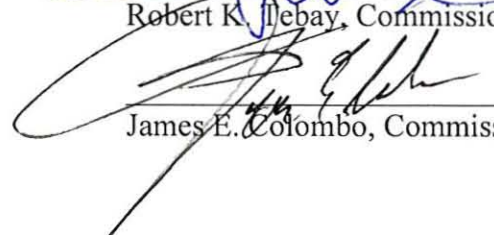
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4289

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 #: 18-VA-047
FEIN#: 556000417
Funds are hereby requested to cover expenditures
FROM: 2/1/21 TO: 2/28/21

PROJECT CASH EXPENDITURES

CATEGORY	AMOUNT
Personnel/Contractual	\$6,120.03
Travel/Training	
Space	
Other	
TOTAL	\$6,120.03

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

3/22/21

TYPED NAME & TITLE

SIGNATURE

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 12:12:21 PM
Institution 44 893/2/199
Date Recorded 03/22/2021
Document Type 000
Pages Recorded 21
Book Page 75-130

STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Bernard Cothorn, 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 West Virginia Little Kanawha River Parkway Authority 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.

Bernard Cothorn

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 22nd day
of MARCH, 2021.

[Signature]

County Commission of Wood County

Mark Rhodes
WOOD County 12:14:34 PM
Instrument No 88247190
Date Recorded 03/22/2021
Document Type 000
Pages Recorded 1
Book-Page 75-130

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **122310** ✓

Tax Year: **2020** ✓

Upon the application of **KINNEY ROGER** whose address is **133 MEADOW MHP PARKERSBURG, WV 26104**- aggrieved by an erroneous assessment in **WILLIAMS District (12)** , in the County of Wood, for the **2020** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2020** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

The above mentioned tax ticket is incorrect due to a clerical error. The mobile home assessed on this tax ticket was not a mobile home, but a motor home. *It is on ticket 80003544*

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value	
07/01/2020	BILLING	2	32.54	1.113400	2	2,922	
02/24/2021	PENDING EXONERATION	2	-32.54	1.113400	2	-2,922	
Adjusted Net Taxes			0.00	Adjusted Net Value			0

Marden Roger Kinney
Taxpayer
Telephone # *304 916 5965*

David [Signature]
Prosecutor

[Signature]
Assessor

[Signature]
Commissioner

[Signature]
County Commission President

[Signature]
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on *March 22, 2021*

RECEIVED
MAR 15 2021
County Commission

RECEIVED
MAR 19 2021
County Commission

Mark Rhodes
WOOD County 11:59:23 AM
Instrument No 88247179
Date Recorded 03/22/2021
Document Type COO
Pages Recorded 1
Book-Page 75-130

By: Erica Mercer

Application Printed On
Wednesday, February 24, 2021 10:59 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Personal Property**

Tax Ticket: **102117**

Tax Year: **2020**

Upon the application of **SHINING STAR VENTURES INC** whose address is **10800 WORLD TRADE BLVD RALEIGH, NC 27610**- aggrieved by an erroneous assessment in **VIENNA District (10)** , in the County of Wood, for the **2020** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2020** tax year.

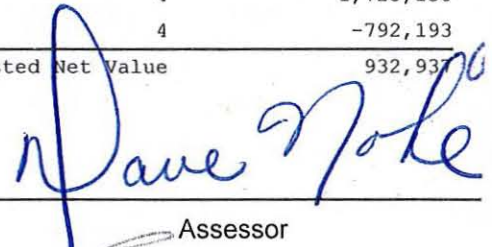
If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value
07/01/2020	BILLING	4	51,065.58	2.960100	4	1,725,130
02/18/2021	PENDING EXONERATION	4	-23,449.70	2.960100	4	-792,193
Adjusted Net Taxes			27,615.88	Adjusted Net Value		932,937

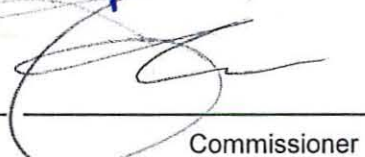

Taxpayer


Prosecutor


Assessor


Commissioner


County Commission President


Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on March 22, 2021

RECEIVED
MAR 15 2021
County Commission

RECEIVED
MAR 19 2021
County Commission

Mark Rhodes
WOOD County 12:07:07 PM
Instrument No 88247164
Date Recorded 03/22/2021
Document Type 000
Pages Recorded 1
Book-Page 75-130

By: Sarah Edelen

Application Printed On
Thursday, February 18, 2021 11:24 am

Wood County Commission

Erroneous Assessment Application

Tax Type: **Real Estate**

Tax Ticket: **47975**

Tax Year: **2018**

Description

LOT 17 & 18 EARL UHL ADN
231/55

Upon the application of **MC CORMICK WILLIAM** whose address is **199 HOMESTEAD DR WILLIAMSTOWN, WV 26187**- aggrieved by an erroneous assessment in **WILLIAMS District (12) Map 231** Parcel 00550000, in the County of Wood, for the **2018** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2018** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the the affected tax year, the Sheriff shall allow a credit on future taxes payable.

THE ABOVE MENTIONED TAX TICKET IS NOT CORRECT. THE PROPERTY WAS SOLD TO TWO DIFFERENT OWNERS AND 1 WAS SOLD TO STATE(#55) THE OTHER WAS PAID BY NEW OWNER(#54) . WE ARE EXONING THIS TICKET AND CREATING NEW TICKETS, AS WELL AS BACK TAXING THE 2018 YEAR TO PARCEL #55.. THIS EXON IS REVENUE NEUTRAL.

All of which is ordered to be certified to the Auditor of the State of West virginia and the Sheriff of WOOD County

Date	Transaction Type	Class	Amount	Tax Rate	Tax Class	Net Value	
07/01/2018	BILLING	2	705.54	1.182600	2	59,660	
03/15/2021	PENDING EXONERATION	2	-705.54	1.182600	2	0	
Adjusted Net Taxes			0.00	Adjusted Net Value			59,660

Map 231 Parcel 00550000

Taxpayer

Prosecutor

Assessor

Commissioner

County Commission President

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on March 22, 2021

RECEIVED

MAR 15 2021

County Commission

RECEIVED

MAR 19 2021

County Commission

Mark Rhodes
WOOD County 12:08:30 PM
Instrument No 88247186
Date Recorded 03/22/2021
Document Type 000
Pages Recorded 1
Book-Page 75-130

By: Connie Mcatee

Application Printed On

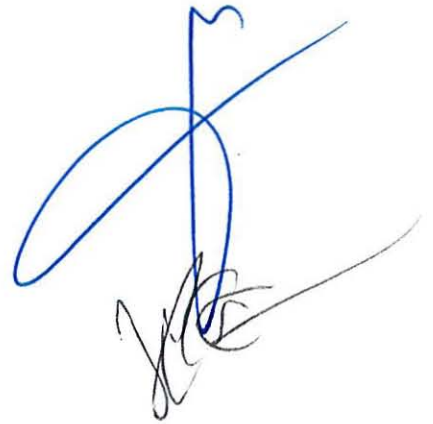
Monday, March 15, 2021 12:25 pm

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3466	HEALTH	HIGHMARK WEST VIRGINIA	HAND	03/18/2021	10,571.58	

PAYROLL FUND Bank Id 101 Totals 10,571.58

Report Totals 10,571.58



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2088	ATLANTIC	ATLANTIC FINANCIAL FED.	REGULAR	03/18/2021	1,808.79	
2089	BATTERIES	BATTERIES DIRECT	REGULAR	03/18/2021	39.95	
2090	CAS CABLE	CAS CABLE	REGULAR	03/18/2021	120.87	
2091	CLAYWOOD	CLAYWOOD PARK PUBLIC SERVICE DIST	REGULAR	03/18/2021	27.67	
2092	FLEET	VOYAGER FLEET SYSTEMS INC	REGULAR	03/18/2021	271.30	
2093	GLENN	GLEN RHODES TRUCKING	REGULAR	03/18/2021	6,701.03	
2094	MONPOWER	MON POWER	REGULAR	03/18/2021	165.85	
2095	SECKMAN	SECKMAN PEST CONTROL	REGULAR	03/18/2021	165.00	
2096	SIR SPEED	SIR SPEEDY PRINTING	REGULAR	03/18/2021	377.08	
2097	VISA IL	VISA	REGULAR	03/18/2021	1,475.75	

FIRE SERVICE FEE Bank Id 120 Totals

11,153.29

Report Totals

11,153.29



Check Register Report for Wood County Commission

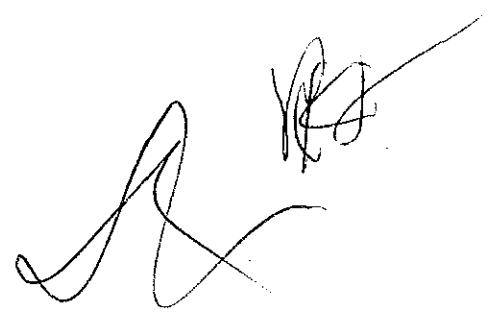
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3464	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	03/16/2021	8,045.94	
3465	DENTAL	RENAISSANCE	REGULAR	03/16/2021	1,104.32	
171747	AAP	ADVANCE AUTO PARTS	REGULAR	03/16/2021	3,744.58	
171748	AMERICANF	AMERICAN FLAGS & POLES	REGULAR	03/16/2021	126.00	
171749	CWS	CWS	REGULAR	03/16/2021	417.78	
171750	DONNELLON	DONNELLON MCCARTHY ENTERP	REGULAR	03/16/2021	256.87	
171751	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	03/16/2021	985.99	
171752	FEDERAL	FEDERAL EXPRESS CORP	REGULAR	03/16/2021	42.72	
171753	GENERALSA	GENERAL SALES CO.	REGULAR	03/16/2021	2,104.53	
171754	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	03/16/2021	543.92	
171755	GRAHAMDEMO	GRAHAM DEMOLITION	REGULAR	03/16/2021	2,250.00	
171756	HUMANE SO	HUMANE SOCIETY	REGULAR	03/16/2021	22,583.33	
171757	JOHNSONCO	JOHNSON CONTROLS, INC.	REGULAR	03/16/2021	844.80	
171758	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	03/16/2021	95.00	
171759	LAMP	LAMP PESTPROOF	REGULAR	03/16/2021	140.00	
171760	PUREWATER	PURE WATER PARTNERS	REGULAR	03/16/2021	65.00	
171761	RICOH	RICOH USA INC	REGULAR	03/16/2021	237.56	
171762	RICOH USA	RICOH USA INC	REGULAR	03/16/2021	1,627.10	
171763	SAAR	SAAR PSYCHOLOGICAL GROUP, PLLC	REGULAR	03/16/2021	2,400.00	
171764	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	03/16/2021	3,058.92	
171765	VERIZONW	VERIZON WIRELESS	REGULAR	03/16/2021	2,398.73	

GENERAL FUND Bank Id 101 Totals

53,073.09

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8010	JANI-SOUR	JANI-SOURCE	REGULAR	03/16/2021	273.90	
8011	MEDEXPRESS	MEDEXPRESS URGENT CARE INC WV	REGULAR	03/16/2021	174.00	
8012	SEGRA	SEGRA	REGULAR	03/16/2021	784.00	
8013	T&S	T&S LAWN-LANDSCAPE INC	REGULAR	03/16/2021	2,375.00	
8014	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	03/16/2021	500.00	
8015	VERIZONW	VERIZON WIRELESS	REGULAR	03/16/2021	143.69	
E-911 FUND Bank Id 107 Totals					4,250.59	

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature appears to be a cursive representation of a name, possibly "R. [unclear]".

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3572	VERIZONW	VERIZON WIRELESS	REGULAR	03/16/2021	160.25	
3573	WORKINGMA	WORKINGMAN'S STORE	REGULAR	03/16/2021	235.00	
3574	WVDTL	WV DRUG TESTING LABORATORIES, INC	REGULAR	03/16/2021	210.50	
HOME CONFINEMENT Bank Id 108 Totals					605.75	

Check Register Report for Wood County Commission

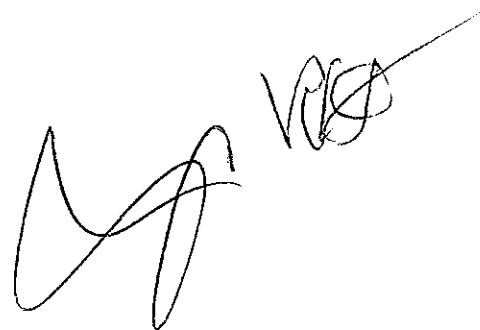
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7808	CITY OF ST.MAR	CITY OF ST. MARYS	REGULAR	03/16/2021	63.48	
7809	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	03/16/2021	67.00	
7810	DOMINIONH	DOMINION HOPE	REGULAR	03/16/2021	41.50	
7811	FREEDOM HOUS	FREEDOM HOUSE RENTALS, LLC	REGULAR	03/16/2021	1,550.00	
7812	LAMP	LAMP PESTPROOF	REGULAR	03/16/2021	128.40	
7813	LANCE	PHYLISS LANCE	REGULAR	03/16/2021	550.00	
7814	NOLANS	NOLAN'S SERVICES LLC	REGULAR	03/16/2021	760.00	
7815	RITCHIE GAZET	RITCHIE GAZETTE	REGULAR	03/16/2021	99.00	
7816	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	03/16/2021	834.00	
7817	WCC	WOOD COUNTY COMMISSION	REGULAR	03/16/2021	1,725.00	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

5,818.38

Report Totals

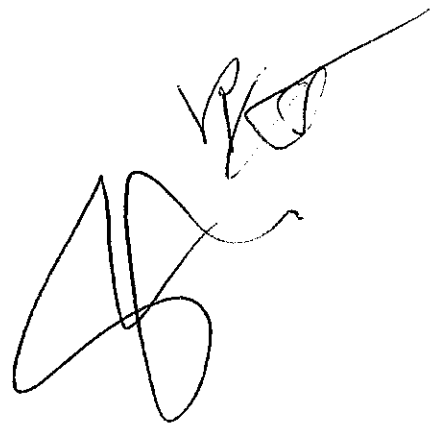
63,747.81



Handwritten signature and initials, possibly 'VAG' or similar, located in the bottom right corner of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3460	CHILD	CHILD SUPPORT ENF DIV	REGULAR	03/15/2021	536.06	
3461	EMPOWER	EMPOWER RETIREMENT	REGULAR	03/15/2021	45.00	
3462	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	03/15/2021	81,734.28	
171744	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	03/15/2021	1,845.00	
171745	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	03/15/2021	331.92	
171746	FIFTH	FIFTH THIRD BANK	REGULAR	03/15/2021	24,960.07	
GENERAL FUND Bank Id 101 Totals					109,452.33	

A large, stylized handwritten signature in black ink, located in the bottom right corner of the page. The signature appears to be a cursive representation of a name, possibly "VR" followed by a large flourish.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8009	FIFTH	FIFTH THIRD BANK	REGULAR	03/15/2021	7,413.60	

E-911 FUND Bank Id 107 Totals

7,413.60

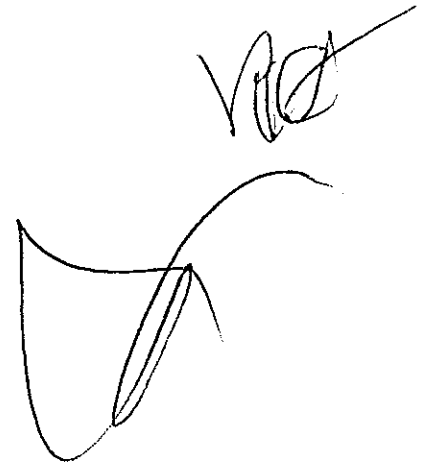
Handwritten signature and initials, possibly 'VRC' and a large stylized 'D' or 'B'.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3571	FIFTH	FIFTH THIRD BANK	REGULAR	03/15/2021	120.42	

HOME CONFINEMENT Bank Id 108 Totals

120.42

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Check Register Report for Wood County Commission

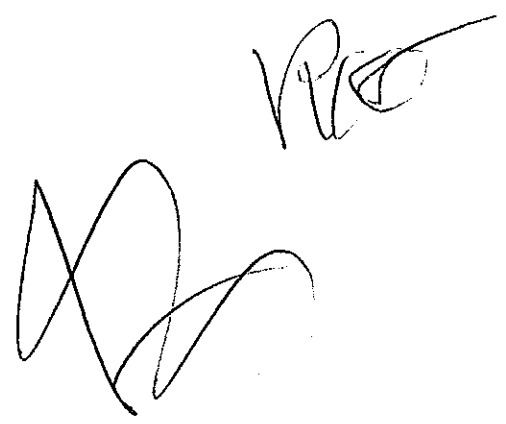
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7807	FIFTH	FIFTH THIRD BANK	REGULAR	03/15/2021	2,503.74	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

2,503.74

Report Totals

120,497.67

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Check Register Report for Wood County Commission

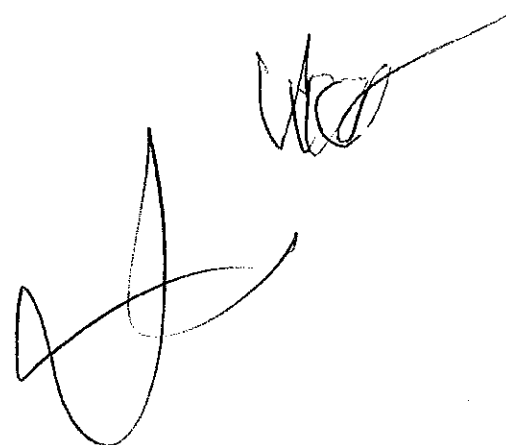
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3463	MONPOWER	MON POWER	REGULAR	03/12/2021	1,053.16	

GENERAL FUND Bank Id 101 Totals

1,053.16

Report Totals

1,053.16

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