

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA  
1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
MONDAY, MAY 10, 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., the County Commission met with Ryan Barber from the City of Parkersburg. Mr. Barber presented the Parkersburg/Wood County Home Consortium budget for fiscal year 2021/2022. After discussion, the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby EXECUTE a Resolution adopting the 2021/2022 Wood County Home Consortium Annual Plan. (Order M/4303)

At 9:36 A.M., the County Commission approved the hiring of Marcus Higgins as an employee for the Wood County Day Report Center.

At 10:00 A.M., the County Commission interviewed Pickering Associates regarding the possible building to be constructed on the old Wood County Jail lot.

At 10:12 A.M., the County Commission interviewed Edward Tucker Architects for the same project.

At 10:34 A.M., the County Commission interviewed Alpha Architects and Engineers for the above mentioned project.

Having no scheduled appointments or business to attend to, the County Commission adjourned at 11:30 A.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/4300, M/4301, M/4302, M/4303

APPROVED:

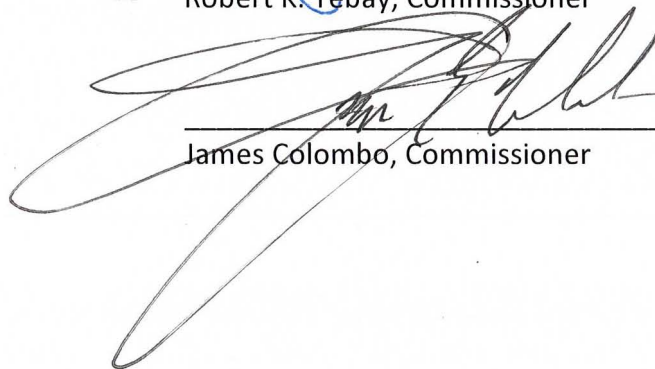
THE COUNTY COMMISSION OF WOOD COUNTY

A blue ink signature of David Blair Couch, written in a cursive style, positioned above a horizontal line.

David Blair Couch, President

A blue ink signature of Robert K. Tebay, written in a cursive style, positioned above a horizontal line.

Robert K. Tebay, Commissioner

A blue ink signature of James Colombo, written in a cursive style, positioned above a horizontal line.

James Colombo, Commissioner

Wood County Biometric Screening  
Held May 10, 2021

Please Print

1.	Ryan Barber
2.	Ryan Taylor
3.	Traci Stotts
4.	Phaebe Randolph
5.	Brad Reeves - Edward Tucker
6.	DEVIN CHEEK
7.	GREG SLIGER
8.	Rick Colebank - alpha
9.	Rebecca Key - alpha
10.	
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20.	

Pickering



## Wood County Commission Agenda

May 10, 2021  
1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Present the Parkersburg/Wood County Home Consortium budget for 2021/2022	Ryan Barber, City of Parkersburg
	Consider Request to Hire – Marcus Higgins as full time General Support/Front Office Staff for Wood County Day Report Center - \$28,500.00/yr	
10:00 A.M.	Qualification proposal interviews for multi-purpose building <ul style="list-style-type: none"> <li>- Pickering Associates</li> <li>- Edward Tucker Architects</li> <li>- Alpha Architects and Engineers</li> </ul>	
	Administrator's Report	Marty Seuffer, 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, 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

MAY 10, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK  
FROM THE STATE OF WV IN THE AMOUNT OF \$6,120.03  
REPRESENTS REIMBURSEMENT IN REGARD TO THE VICTIMS  
OF CRIME ASSISTANCE GRANT NUMBER 18-VA-047.

**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of six thousand one hundred twenty dollars and three cents (\$6,120.03) which represents reimbursement to Wood County for expenses incurred during the month of December, 2020, in regard to the Victims of Crime Assistance Grant Number 18-VA-047. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 75, at Page 301 and bearing the date of January 21, 2021, at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

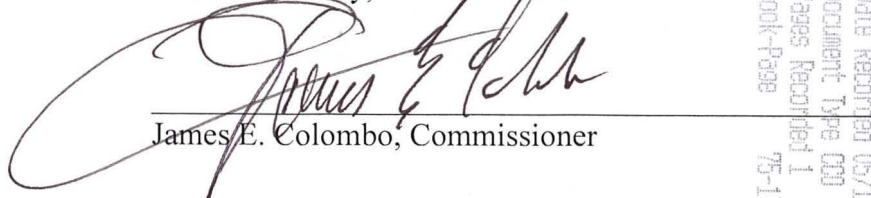
Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

M/4300

Mark Rhodes  
WOOD COUNTY 09:54:56 AM  
Instrument No 88252890  
Date Recorded 05/10/2021  
Document Type 000  
Pages Recorded 1  
Book-Page 75-135

MAY 10, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK  
FROM THE STATE OF WV IN THE AMOUNT OF \$6,120.03  
REPRESENTS REIMBURSEMENT IN REGARD TO THE VICTIMS  
OF CRIME ASSISTANCE GRANT NUMBER 18-VA-047.

**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of six thousand one hundred twenty dollars and three cents (\$6,120.03) which represents reimbursement to Wood County for expenses incurred during the month of January, 2021, in regard to the Victims of Crime Assistance Grant Number 18-VA-047. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 75, at Page 375 and bearing the date of February 22, 2021, at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

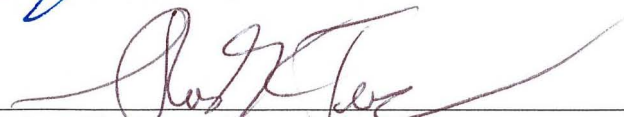
Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4301

Mark Rhodes  
WOOD COUNTY 09:50:27 AM  
Instrument No 88252885  
Date Recorded 05/10/2021  
Document Type CCO  
Pages Recorded 1  
Book-Page 75-135



MAY 10, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK  
FROM THE STATE OF WV IN THE AMOUNT OF \$6,120.03  
REPRESENTS REIMBURSEMENT IN REGARD TO THE VICTIMS  
OF CRIME ASSISTANCE GRANT NUMBER 18-VA-047.

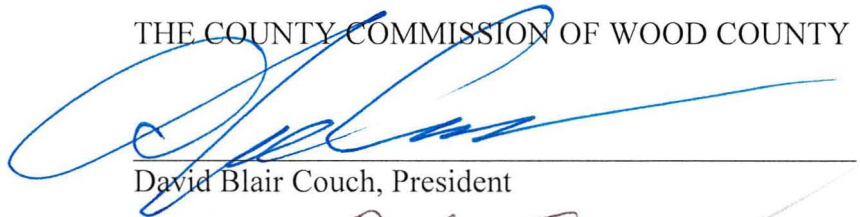
**ORDER**

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of six thousand one hundred twenty dollars and three cents (\$6,120.03) which represents reimbursement to Wood County for expenses incurred during the month of February, 2021, in regard to the Victims of Crime Assistance Grant Number 18-VA-047. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 75, at Page 130 and bearing the date of March 22, 2021, at which time David Blair Couch, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

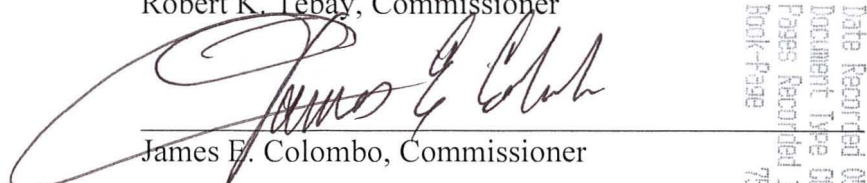
Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Robert K. Tebay, Commissioner

  
James E. Colombo, Commissioner

Mark Rhodes  
WOOD COUNTY 09:48:52 AM  
Instrument No 88252882  
Date Recorded 05/10/2021  
Document Type 030  
Pages Recorded 1  
Book-Page 75-135



MAY 10, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A  
RESOLUTION RELATING TO THE WOOD COUNTY HOME  
CONSORTIUM ANNUAL PLAN.

**ORDER**

On this date, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby EXECUTE a Resolution adopting the 2021/2022 Wood County Home Consortium Annual Plan.

A copy of said Resolution and plan are attached to this Order and should be made a part thereof.

APPROVED:

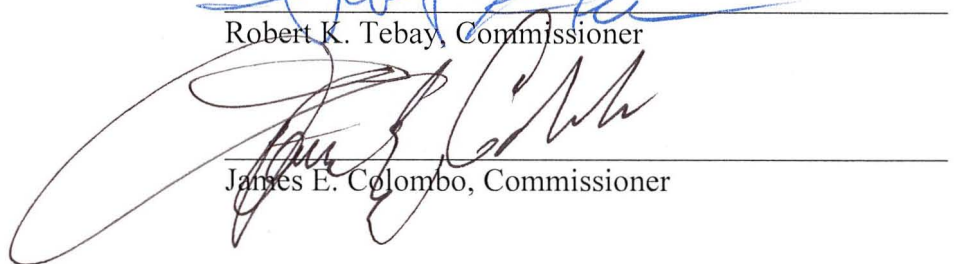
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4303

## **RESOLUTION**

**A RESOLUTION OF THE WOOD COUNTY COMMISSION AUTHORIZING PARTICIPATION IN THE  
PARKERSBURG/WOOD COUNTY HOME CONSORTIUM FOR THE PERIOD OF  
July 1, 2021 to June 30, 2021**

**And**

**APPROVING THE FY 2021 ANNUAL ACTION PLAN, AND AUTHORIZING THE FILING OF THE  
PLANS WITH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)**

**Whereas**, TITLE II of the National Affordable Housing Action of 1990 provides for the creation of the HOME Investment Partnership Program, hereinafter referred to as "HOME" and

**Whereas**, the HOME regulations promulgated by the U.S. Department of Housing and Urban Development (HUD) under 24 CFR Part 92 authorizes units of general local government to enter into Housing Consortium Cooperation Agreements; and

**Whereas**, there is still a need throughout Wood County, West Virginia to provide affordable housing for low- and moderate- income residents; and

**WHEREAS**, the City of Parkersburg's Development Department has prepared a FY 2021 Annual Action Plan, which proposes how the entitlement grant funds will be expended to address the housing needs identified in the Five-Year Consolidated Plan; and

**WHEREAS**, a draft of the FY 2021 Annual Action Plan, was on public display from April 9, 2021 through May 11, 2021 and a series of public meetings and hearings were held on said plans and comments of citizens were taken into consideration in the preparation of the final documents.

**Whereas**, the Wood County Commission, the City of Parkersburg, the City of Vienna, and City of Williamstown, West Virginia have formed a Consortium which has been designated as a Participating Jurisdiction under the HOME Program, thereby entitling the Consortium to an annual funding; and

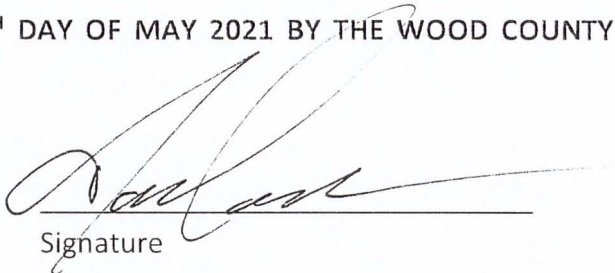
**Whereas**, the U.S. Department of Housing and Urban Development has awarded the Parkersburg/Wood County HOME Consortium a HOME grant in the amount of \$343,383.00 for Fiscal Year 2021; and

**Whereas**, the City of Parkersburg recognizes the need to obtain funding for affordable housing and has identified the HOME Program as a source of funds to meet this need.

**Now, Therefore, Be It Resolved by the Wood County Commission that:**

1. The Wood County Commission will continue to cooperate with the City of Parkersburg in a Consortium for participation in the HOME Program.
2. A copy of this resolution is to be submitted in the request to HUD to approve funding of the Parkersburg/Wood County HOME Consortium for the above fiscal year 2021 HOME Investment Partnership Program.

**ADOPTED INTO A RESOLUTION THIS 10<sup>TH</sup> DAY OF MAY 2021 BY THE WOOD COUNTY COMMISSION WEST VIRGINIA.**



Signature

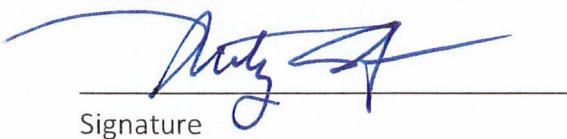
David Blair Couch

(Typed Name)

President

(Title)

ATTEST:



Signature

Marty Seuffer

(Typed Name)

County Administrator

(Title)

Mark Rhodes  
Wood County 09:46:55 AM  
Instrument No 88252881  
Date Recorded 05/10/2021  
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Pages Recorded 3  
Book-Page 75-135