

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

NO 1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, SEPTEMBER 20, 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.

The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, approved minutes of September 13 and 16, 2021.

AGENDA AND DISCUSSION ITEMS

At 9:34 A.M., the County Commission ranked architectural firms for the E-911 renovation. The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay, and made unanimous by James E. Colombo, did hereby AUTHORIZE Procurement of Architectural and Engineering Services for Renovation of the new E-911 facility. ZMM, Inc. was ranked first; The Thrasher Group was ranked second and McKinley Architecture and Engineering was ranked third. (Order M/4329)

At 9:35 A.M., the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch,

reappointed Tina Lang, representing the trail user community, to the Wood County Alternative Transportation System Council. (Order A/2453)

At 9:46 A.M., Cyndie Wade was sworn in as a Clerk in the County Clerk's Office.

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:00 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

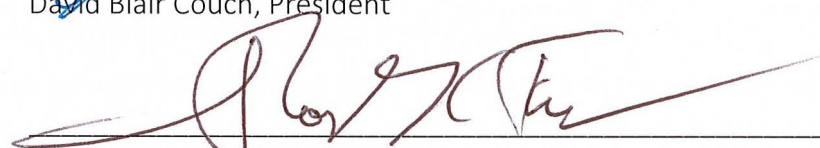
A/2453, A/2454, M/4329

APPROVED:

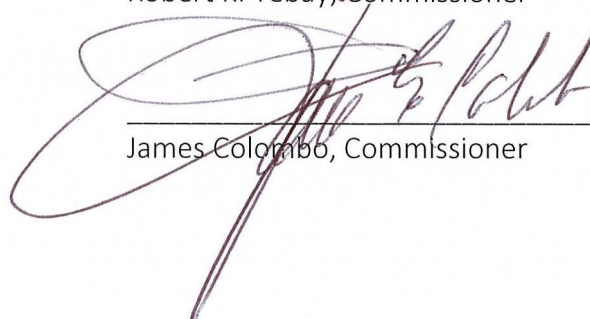
THE COUNTY COMMISSION OF WOOD COUNTY

A blue ink signature, likely of David Blair Couch, written over a horizontal line.

David Blair Couch, President

A dark ink signature, likely of Robert K. Tebay, written over a horizontal line.

Robert K. Tebay, Commissioner

A dark ink signature, likely of James Colombo, written over a horizontal line.

James Colombo, Commissioner

Wood County Commission Meeting
Held September 20, 2021

Please Print

1.	Rick WOODYARD
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Wood County Commission Agenda

September 20, 2021
1 Court Square, Room 203
Parkersburg, WV 26101

9:30 A.M.	Consider ranking Engineering/Architect firms for the renovation of the new E-911 building	
	Consider reappointing Tina Lang to the Wood County Alternative Transportation System Council	
	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

SEPTEMBER 20, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED TINA LANG TO THE WOOD
COUNTY ALTERNATIVE TRANSPORTATION SYSTEM COUNCIL.

ORDER

The County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, reappointed Tina Lang, representing the trail user community, to the Wood County Alternative Transportation System Council.

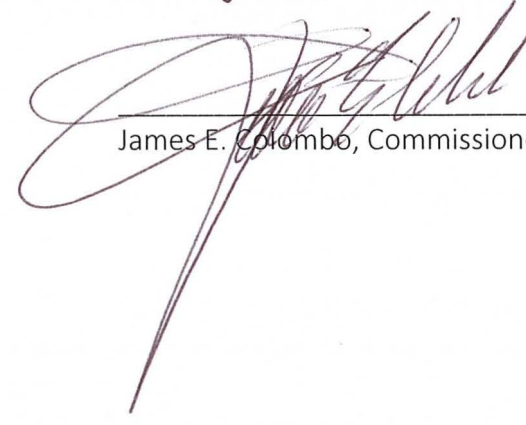
The new term will expire July 15, 2023.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

A/2453

Wood County
Mark Rhodes, Clerk
Instrument 88257003
09/20/2021 @ 05:27:19 PM
COUNTY COMMISSION ORDER
Book 75 & Page 653
Pages Recorded 1

SEPTEMBER 20, 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

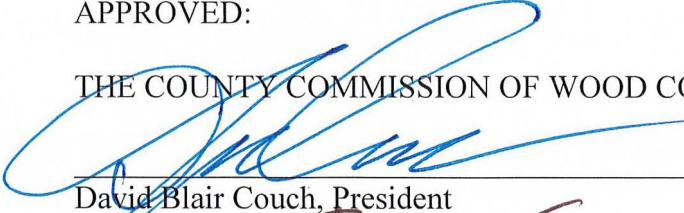
On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of 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 August, 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:

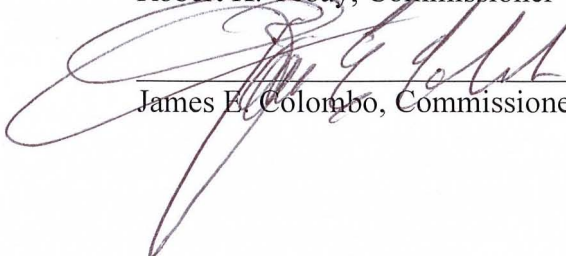
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2454

<p align="center">WEST VIRGINIA DIVISION OF ADMINISTRATIVE SERVICES JUSTICE AND COMMUNITY SERVICES</p>	<p align="center">Request for Reimbursement</p>
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<p align="center">RECEIVED (For JCS Use Only)</p>	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: 8/1/2021 TO: 8/31/2021		

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  9/20/21

TYPED NAME & TITLE

SIGNATURE

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 align="center">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 align="center">Date Program Accountant</p>	

Wood County
 Mark Rhodes, Clerk
 09/28/2021 @ 03:26:16 PM
 County Commission Clerk
 Book 75 @ Page 652
 Pages Recorded 2

SEPTEMBER 20, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
PROCUREMENT OF ARCHITECTURAL AND ENGINEERING
SERVICES FOR THE E911 BUILDING

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay, and made unanimous by James E. Colombo, did hereby AUTHORIZE Procurement of Architectural and Engineering Services for Renovation of the new E-911 facility.

The Commission ranked the following firms in the listed order:


- | | | |
|---|---|---|
| 1. ZMM, Inc.
222 Lee Street West
Charleston, WV 26302 | 2. The Thrasher Group, Inc.
600 White Oaks Blvd.
Bridgeport, WV 26330 | 3. McKinley Architecture &
Engineering
The Maxwell Center – Suite 100
32 20 th Street
Wheeling, WV 26003 |
|---|---|---|

APPROVED:

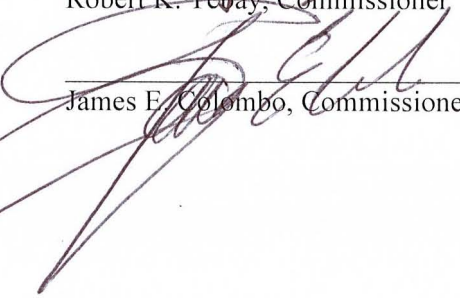
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

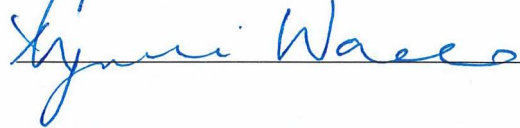
M/4329

Wood County
Mark Rhodes, Clerk
Instrument: 88266792
09/28/2021 @ 03:23:49 PM
COUNTY COMMISSION ORDER
Book 75 @ Page 654
Pages Recorded 1

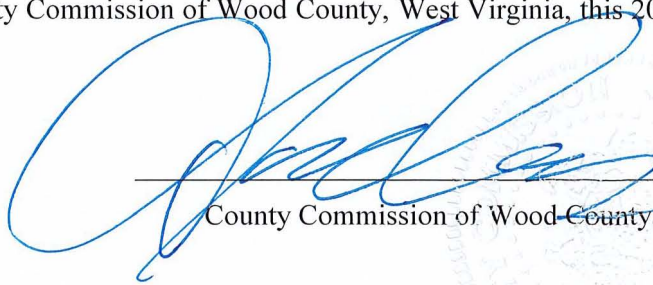
STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Cyndie Wade, 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 Deputy Clerk for the Wood County Clerk's Office 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 20th day of September, 2021.



County Commission of Wood County

Wood County
Mark Rhodes, Clerk
Instrument 88266092
09/20/2021 @ 10:45:45 AM
COUNTY COMMISSION ORDER
Book 75 @ Page 646
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
172597	FIFTH	FIFTH THIRD BANK	REGULAR	09/16/2021	51,815.43	

GENERAL FUND Bank Id 101 Totals

51,815.43

A large, stylized handwritten signature or set of initials, possibly 'R. J.', is written in the lower right quadrant of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8173	FIFTH	FIFTH THIRD BANK	REGULAR	09/16/2021	3,936.96	

E-911 FUND Bank Id 107 Totals

3,936.96

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Check Register Report for Wood County Commission

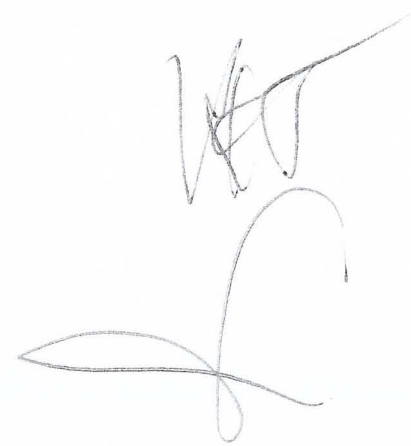
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7955	FIFTH	FIFTH THIRD BANK	REGULAR	09/16/2021	1,480.33	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

1,480.33

Report Totals

58,545.01

A handwritten signature in dark ink, appearing to be 'WAT' followed by a large, stylized flourish.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3713	DENTAL	RENAISSANCE	REGULAR	09/14/2021	2,231.61	
172591	KESTERSON	KESTERSON CLEANERS	REGULAR	09/14/2021	268.11	
172592	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	09/14/2021	142.00	
172593	PRO VISION	PRO VISION INC.	REGULAR	09/14/2021	111.20	
172594	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	09/14/2021	500.00	
172595	VINYLERX	GARAGE TRENDZ & VINYL WERX GRAPHICS	REGULAR	09/14/2021	337.05	
172596	WVELECTRIC	WEST VIRGINIA ELECTRIC SUPPLY	REGULAR	09/14/2021	157.56	
GENERAL FUND Bank Id 101 Totals					3,747.53	
Report Totals					3,747.53	

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Check Register Report for Wood County Commission

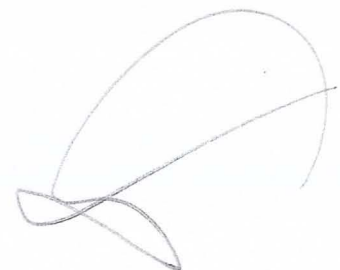
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1032	GEN CO FD	GENERAL COUNTY FUNDS	HAND	09/15/2021	190,000.00	

AL STABILIZATION (RAINY DAY) Bank Id 158 Totals

190,000.00

Report Totals

190,000.00



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3710	CHILD	CHILD SUPPORT ENF DIV	REGULAR	09/15/2021	722.71	
3711	EMPOWER	EMPOWER RETIREMENT	REGULAR	09/15/2021	65.00	
3712	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	09/15/2021	89,689.00	
172589	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	09/15/2021	1,715.00	
172590	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	09/15/2021	331.92	
PAYROLL FUND Bank Id 101 Totals					92,523.63	
Report Totals					92,523.63	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3709	DENTAL	RENAISSANCE	REGULAR	09/10/2021	1,299.92	
172543	AAP	ADVANCE AUTO PARTS	REGULAR	09/10/2021	1,470.66	
172544	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	09/10/2021	184.86	
172545	ARTSBRIDG	ARTSBRIDGE	REGULAR	09/10/2021	369.71	
172546	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	09/10/2021	138.64	
172547	BHFI	BLANNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	09/10/2021	92.43	
172548	BLUE360	BLUE360 MEDIA	REGULAR	09/10/2021	979.34	
172549	CITYOFWIL	CITY OF WILLIAMSTOWN	REGULAR	09/10/2021	1,782.00	
172550	CRMALCOM	CR MALCOM & ASSOCIATES	REGULAR	09/10/2021	298.55	
172551	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	09/10/2021	41.00	
172552	DOMINIONH	DOMINION HOPE	REGULAR	09/10/2021	489.86	
172553	ENGA	ENGINEERED AIR C/O COMMERCE BANK	REGULAR	09/10/2021	459.27	
172554	FRONTIER	FRONTIER	REGULAR	09/10/2021	1,273.58	
172555	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	09/10/2021	26.00	
172556	HINKLEB	BRENDA HINKLE	REGULAR	09/10/2021	843.16	
172557	INSIGHT	INSIGHT	REGULAR	09/10/2021	3,121.78	
172558	INTRA	INTRA-STATE INSURANCE	REGULAR	09/10/2021	3,560.48	
172559	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	09/10/2021	184.86	
172560	LEXIS	LEXIS NEXIS	REGULAR	09/10/2021	525.37	
172561	MID-OHIOVRA	MID-OHIO VALLEY REGIONAL AIRPORT	REGULAR	09/10/2021	850.00	
172562	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	09/10/2021	130.00	
172563	MONPOWER	MON POWER	REGULAR	09/10/2021	1,497.66	
172564	MOUNTWOOD	MOUNTWOOD PARK	REGULAR	09/10/2021	190,000.00	
172565	ODEPOT	OFFICE DEPOT	REGULAR	09/10/2021	61.18	
172566	OIL	OIL AND GAS MUSEUM	REGULAR	09/10/2021	277.29	

Check Register Report for Wood County Commission


Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
172567	P-ART	PARKERSBURG ART CENTER	REGULAR	09/10/2021	277.29	
172568	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	09/10/2021	462.14	
172569	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	09/10/2021	23,107.17	
172570	PARKERSBU	PARKERSBURG UTILITY BOARD	REGULAR	09/10/2021	17.66	
172571	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	09/10/2021	92.43	
172572	PUREWATER	PURE WATER PARTNERS	REGULAR	09/10/2021	65.00	
172573	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	09/10/2021	185,231.75	
172574	RICOH	RICOH USA INC	REGULAR	09/10/2021	237.56	
172575	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	09/10/2021	1,023.10	
172576	SMOOT	SMOOT THEATER	REGULAR	09/10/2021	536.09	
172577	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	09/10/2021	461.00	
172578	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	09/10/2021	647.50	
172579	STATIONERS	STATIONERS INC	REGULAR	09/10/2021	251.80	
172580	TEBAY III	ROBERT K TEBAY III	REGULAR	09/10/2021	747,180.59	
172581	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	09/10/2021	92.00	
172582	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	09/10/2021	8,907.28	
172583	VCA	VCA DUDLEY AVENUE ANIMAL CLINIC	REGULAR	09/10/2021	517.04	
172584	VERIZONW	VERIZON WIRELESS	REGULAR	09/10/2021	800.43	
172585	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	09/10/2021	203.34	
172586	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	09/10/2021	92.43	
172587	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	09/10/2021	8,318.58	
172588	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	09/10/2021	693.22	

GENERAL FUND Bank Id 101 Totals

1,189,173.00

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8163	FEDERAL	FEDERAL EXPRESS CORP	REGULAR	09/10/2021	850.17	
8164	FERRELLGAS	FERRELLGAS	REGULAR	09/10/2021	42.40	
8165	FIREEXTIN	FIRE EXTINGUISHER SPECL	REGULAR	09/10/2021	101.00	
8166	MONPOWER	MON POWER	REGULAR	09/10/2021	98.81	
8167	MOUNTAIN ST E	MOUNTAIN STATE ESC	REGULAR	09/10/2021	160.00	
8168	PARKERSBU	PARKERSBURG UTILITY BOARD	REGULAR	09/10/2021	172.30	
8169	RF TECHNOLOGY	RF TECHNOLOGY AMERICAS RFTA	REGULAR	09/10/2021	1,200.00	
8170	ROCK MOUNTAIN	ROCK MOUNTAIN COMMUNICATION	REGULAR	09/10/2021	3,130.00	
8171	VERIZONW	VERIZON WIRELESS	REGULAR	09/10/2021	144.05	
8172	WASTE M	WASTE MANAGEMENT OF WV INC	REGULAR	09/10/2021	142.87	
E-911 FUND Bank Id 107 Totals					6,041.60	

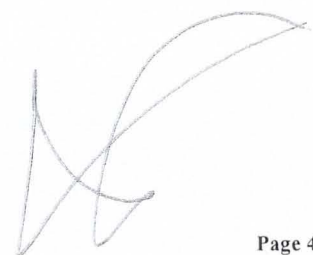
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3593	BIINCORP	BI INCORPORATED	REGULAR	09/10/2021	6,742.00	

HOME CONFINEMENT Bank Id 108 Totals

6,742.00

REC



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2290	ARMSTRONG GR	ARMSTRONG	REGULAR	09/10/2021	170.48	
2291	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	09/10/2021	4,651.54	
2292	CARDMEMBER	CARD MEMBER SERVICES	REGULAR	09/10/2021	52.50	
2293	FRONTIER	FRONTIER	REGULAR	09/10/2021	221.89	
2294	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	09/10/2021	257.83	
2295	LUBECKVFD	LUBECK VFD	REGULAR	09/10/2021	555.95	
2296	MONPOWER	MON POWER	REGULAR	09/10/2021	385.98	
2297	T&K	T&K AUTO PARTS & SERVICE, INC	REGULAR	09/10/2021	325.66	
FIRE SERVICE FEE Bank Id 120 Totals					6,621.83	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1291	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	09/09/2021	2,419.00	
DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals					2,419.00	
Report Totals					2,419.00	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2438	SWC	SHERIFF OF WOOD COUNTY	HAND	07/06/2021	45.00	
2439	SWC	SHERIFF OF WOOD COUNTY	HAND	07/06/2021	95.00	
2441	USPS	UNITED STATES POSTAL SERVICE	HAND	07/27/2021	440.00	
2442	GALLS	GALLS	HAND	07/29/2021	3,150.00	
2443	SWC	SHERIFF OF WOOD COUNTY	HAND	08/05/2021	60.00	
2444	SWC	SHERIFF OF WOOD COUNTY	HAND	08/05/2021	125.00	

CONCEALED WEAPONS Bank Id 159 Totals

3,915.00

Report Totals

3,915.00