

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

NO. 1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, JUNE 13, 2024

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, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, awarded the bid for bollards to be placed in front of several county buildings to J.C. Bosley Construction, Inc. with a bid price of \$29,795.00. (Order C/198)

At 9:31 A.M., the County Commission adopted a Resolution for the Jenkins landslip. A copy is attached to these minutes and shall be made a part thereof.

The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and passed, adopted a Resolution in reference to Budget Revision No. 2 in the Coal Severance Fund Budget for the fiscal year 2023/2024. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Joe Gonzales, Clerk of the Wood County Commission. (Order A/2959)

the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, adopted a Resolution in reference to Budget Revision No. 5 in the General County Fund Budget for the fiscal year 2023/2024. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Joe Gonzales, Clerk of the County Commission. (Order A/2958)

At 9:39 A.M., the County Commission interviewed Meryl Clark for the Parkersburg/Wood County Library Board vacancy.

The County Commission then interviewed SueEllen Waybright and Richard Hayhurst for the Library Board position.

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:30 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2957, A/2958, A/2959, C198

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held June 13, 2024

Please Print

1. Gerald L. BRANDSASSE
2. KAROLASULLÉ
3. Eric Allen Waybright
4. Richard A. Waybright
5.
6.
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Wood County Commission
Agenda

June 13, 2024 | 9:30 A.M.
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider awarding the bid for Metal Bollards for County Buildings	
	Consider Resolution for landslip	Karen Lasure, MOVRC
9:45 A.M.	Interview for vacancy on the Parkersburg/Wood County Public Library Board	Meryl Clark
10:00 A.M.	Interview for vacancy on the Parkersburg/Wood County Public Library Board	Sue Ellen Waybright
10:15 A.M.	Interview for vacancy on the Parkersburg/Wood County Public Library Board	Richard Hayhurst
	Administrator's Report	Marty Seufer, 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

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

At a regularly scheduled Session of the Wood County Commission, held at the Courthouse thereof on the 13th day of June, 2024, the following order was made and entered:

IN THE MATTER OF A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION TO THE WEST VIRGINIA OFFICE OF EMERGENCY SERVICES FOR HAZARD MITIGATION GRANT FUNDS

The following resolution was offered by:

Name Karen Lasure , Title Project Coordinator

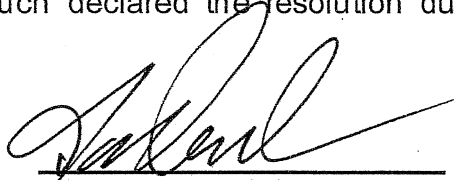
WHEREAS: The Wood County Commission finds it necessary and desirable to submit an application to the West Virginia Emergency Management Division (WVEMD) for the FEMA-DR-4455-WV Grant Program to be used for the acquisition of the structure at 293 Oaks Acre Circle affected by landslide in June 2020: and,

WHEREAS: The Wood County Commission recognizes that landslides in Wood County are an extreme hazard and one that will continue to devastate our communities and cause harm to our residents.

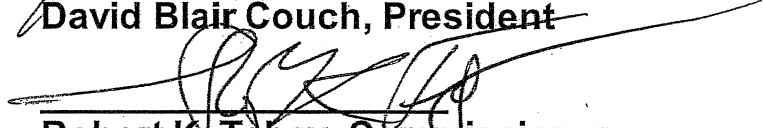
NOW BE IT THEREFORE RESOLVED; that the Wood County Commission does hereby accept the attached award of FEMA-DR-4455-WV funds, in the amount of \$191,280 to be used for all costs associated with property acquisition at 293 Oaks Acre Circle, Washington, WV; and further directs that David Blair Couch, President act as the official representative of the Wood County Commission for the provisions of additional information as may be required pertaining to the Hazard Mitigation Grant Program;

FURTHER RESOLVED: The Wood County Commission does hereby authorize David Blair Couch, in his capacity as President, to sign and submit all future drawn downs/requests for reimbursement, or in his absence, designate the President Pro Tem to sign such documents.

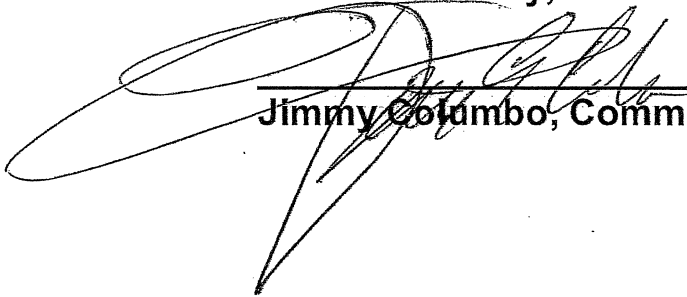
Whereupon, David Blair Couch declared the resolution duly adopted as so stated above.



David Blair Couch, President



Robert K. Tebay, Commissioner



Jimmy Columbo, Commissioner

Statement of Determination of Fair Compensation

Location of property: 293 Oaks Acre, Washington, WV
Address of property: 293 Oaks Acre, Washington, WV
Legal Description: situated along Oaks Acre, Washington District
Owner(s) of Record: Scott Jenkins

Type of residence:	Single Family		
Number of rooms:	<u>9</u> Total	<u>3</u> Bedrooms	<u>2</u> Bath
Exterior:	Wood		
Size of residence:	<u>1652</u> square feet		
Size of lot:	<u>.46</u> acres		
Improvements:	2 car garage, deck		

Interest to be acquired: Fee Simple

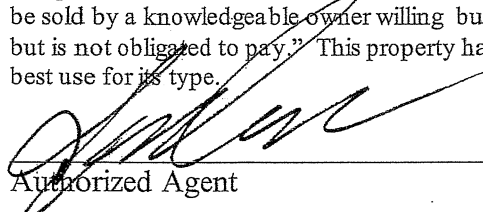
Amount of compensation: \$140,480

This amount is based on an estimated total value of 140,480, from which a total amount of \$0 has been deducted to avoid duplication of benefits. This amount is believed to be fair compensation for the property, and no less than its fair market value. The following have been deducted from the estimated total value:

Flood Insurance	\$ <u>-0-</u>	Disaster Housing	\$ <u>-0-</u>
State ONA	\$ <u>-0-</u>	Hazard Minimization	\$ <u>-0-</u>
SBA Loan	\$ <u>-0-</u>	Other	\$ <u>-0-</u>

Appraisal Approach: Tax assessment

The amount of compensation disregards any possible increase of the fair market value, which might result from this property acquisition project. The fair market value of this property is estimated as of June 2023. It does not reflect any economic depreciation as a result of that event. In the determination of compensation, fair market value is defined as, "the amount for which, in all probability, the property would be sold by a knowledgeable owner willing but obligated to sell to a knowledgeable purchaser who desired but is not obligated to pay." This property has been studied considering its tax roll value or highest and best use for its type.



Authorized Agent

Date

AGREEMENT FOR ADMINISTRATIVE SERVICES

Wood County Commission
Hazard Mitigation Grant Program
EMA-DR-4517-WV-0010

THIS AGREEMENT, entered into this **13th** day of **June 2024** by and between the **Wood County Commission** hereinafter referred to as the "**COUNTY**" and the **Mid-Ohio Valley Area Development Corporation**, hereinafter referred to as the "ADMINISTRATOR", set forth as follows:

WHEREAS, the **COUNTY** has received **FEMA Hazard Mitigation Grant** funding for a **Landslide Acquisition Project**; and

WHEREAS, the ADMINISTRATOR has had extensive experience in the proper administration and operation of Hazard Mitigation Grant projects and adherence to the regulations required thereof.

NOW THEREFORE BE IT RESOLVED, the **COUNTY** and the ADMINISTRATOR do agree as follows:

ARTICLE I. The ADMINISTRATOR agrees to provide technical assistance to the **County** and its staff in all matters relating to the proper administration of this project and compliance with the relevant program requirements. These duties involve, but are not limited to, the following areas:

- a) Accounting and Financial transactions
- b) Record retention and access to records
- c) Competitive bidding procedures
- d) State and Federal Reporting requirements
- e) Project close-out procedures
- f) Any additional program requirements that may be imposed by either the State or Federal Government

ARTICLE II. The ADMINISTRATOR agrees to provide the **COUNTY** with periodic reports and, at the completion of the project, with a complete file of the project activities, presented and organized with the required methodology and suitable for auditing purposes.

ARTICLE III. Contract will follow program guidelines and terms of contract coincides with the term of the grant award from Hazard Mitigation Grant funds.

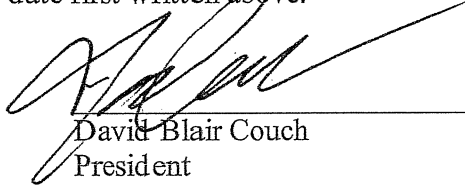
ARTICLE IV. The total compensation for the administrative services herein set forth is **\$5,000.00**. Compensation for the ADMINISTRATOR shall be charged at actual cost including the agency indirect rate. This compensation will be based on direct labor cost and will be substantiated by daily time records noting the actual number of hours

devoted to this project. Other direct costs (i.e. copying, travel, postage, etc.) incurred by the ADMINISTRATOR will be itemized and presented with the request for payment.

ARTICLE V. This agreement may be altered upon mutual agreement of both parties. It may also be terminated by either party upon the service of a thirty day notice so stating.

IN WITNESS HEREOF, the **COUNTY** and the ADMINISTRATOR have executed this agreement on or as of the date first written above.

Michael Fleak
Executive Director
Mid-Ohio Valley Regional
Council
709 Market St.
Parkersburg, WV 26101



David Blair Couch
President
Wood County Commission
1 Courthouse Square
Parkersburg, WV 26101

WOOD COUNTY COMMISSION

1 Court Square
Parkersburg, WV 26101
(304) 424-1984

June 13, 2024

Mr. Scott Jenkins
293 Oaks Acre Circle
Washington, WV

Dear Mr. Jenkins:

The Wood County Commission hereby offers to purchase your property located at 8961 Nicut Rd in Orma as part of the County's Landslide Mitigation Project. If you choose to sell your property, title to your property will be transferred to the Wood County Commission. However, the Wood County Commission will purchase your property only if you voluntarily agree to the purchase.

Please review the enclosed Statements of Determination of Fair Compensation for your property, which estimates the fair market value of your property in accordance with established policies and procedures, and Offer to Sell Real Property, which is a legal offer from you to the Wood County Commission to sell your property. The following options are available to you:

1. Make an offer to sell your property for the amount stated in the Statement of Determination of Fair Compensation. If you choose to sell your property for the amount in the Statement of Determination of Fair Compensation, sign and return the enclosed copies of the Offer to Sell Real Property as soon as possible, but no later than July 31st, 2024. Once all copies have been signed by all parties, a signed copy will be returned to you. Then, upon completion of a title examination, we will proceed with closing.
2. Reject this invitation to make an Offer to Sell Real Property. If you choose to reject this invitation and terminate negotiations, please notify Karen Lasure, at the Mid-Ohio Valley Regional Council (MOVRC) of your decision, in writing, as soon as possible, but no later than July 31st, 2024, at which time the Wood County Commission will not pursue acquisition of your property any further for the purpose of this property acquisition project.

The Wood County Commission knows you are facing an important, life-changing decision and will help you in any way possible. If you have any questions or concerns, please call Karen Lasure at (304) 716-5949.

Sincerely,



David Blair Couch
President

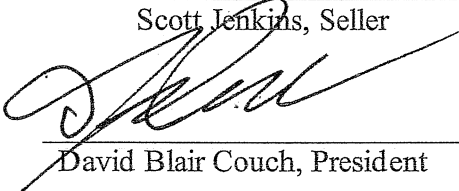
Offer to Sell Real Property

THIS AGREEMENT is made and entered into this 13th day of June, 2024, by and between the Wood County Commission (“Buyer”) and Mr. Scott Jenkins (“Seller”). The parties agree as follows:

1. The Wood County Commission, acting under a grant from the Federal Emergency Management Agency and State of West Virginia, desires to purchase certain properties as a means of mitigating the risks of natural disasters.
2. Scott Jenkins owns property located 293 Oaks Acre Circle, Washington, West Virginia, which is one of the properties that the Wood County Commission desires to purchase.
3. Scott Jenkins represents-
 - a) The property has been damaged by natural disaster.
 - b) They qualify for the assistance granted.
 - c) They understand that *there is no obligation to sell the property*.
 - d) They choose to *voluntarily sell the property to the Wood County Commission*.
4. The Wood County Commission will pay Scott Jenkins the sum of One Hundred Forty Thousand Four Hundred Eighty Dollars (\$140,480.00) for the property, payable at settlement after the acceptances of this agreement and preliminary approval of the title, provided that the Seller can execute and deliver a good and sufficient general warranty deed (provided by the Wood County Commission) conveying marketable title to this property in fee simple, clear of all liens and encumbrances.
5. The sum to be paid for Property is its ~~pre-disaster fair market~~ value of \$140,480 less deductions in the amount of \$0, per the Statement of Determination of Fair Compensation or which Seller can not document as expended on repair of damaged structure(s).
6. FEMA Grant Program funds being used for the purchase of Property can not and will not duplicate funds received from other sources. Seller will return any disaster aid money received if any such money results in a duplication of benefits.
7. Proceeds from the sale of Property shall first be applied to all liens on Property, including any real estate taxes that are due and payable the date of settlement.

8. Scott Jenkins shall execute all necessary documents to transfer fee simple title to Property to the Wood County Commission, and any and all documents, now and in the future, required by the Wood County Commission or FEMA to complete this transaction and comply with local, State, or Federal regulation.
9. Scott Jenkins shall not remove any property considered a portion of the real estate without first notifying the Wood County Commission. Final value of the property will be determined by the Wood County Commission and negotiated prior to removal.

Scott Jenkins acknowledges that he has reviewed this Agreement and has had an opportunity, at his discretion, to contact an attorney of his choice to review this Agreement. Scott Jenkins also acknowledges that he enters into this Agreement fully understanding the nature thereof, and saves and holds harmless the Wood County Commission as a result of this Agreement or anything having to do with the sale of the referenced real property. If you accept this offer, please sign and date on the appropriate line(s) below, have your signature witnessed, and return this document package in the enclosed envelope. You might also consider making copies for your records before sending us the originals. Thank you.

_____	_____	_____
Witness	Scott Jenkins, Seller	Date
Accepted By		
	David Blair Couch, President	Date

VOLUNTARY TRANSACTION AGREEMENT

I, Scott Jenkins, am the owner of property identified as Address:

293 Oaks Acre Circle, Washington WV 26181

Map(s): _____ Parcel(s): _____

- 2. I have been notified by the Wood County Commission that it may wish to purchase the above property, and that, if I agree to sell, it will be necessary for me to move permanently from the property.
- 3. The Wood County Commission has notified me that it believes the fair market value of the property to be \$140,480
- 4. I have been informed by the Wood County Commission, in writing, that I am not required to sell the above property, and that the Wood County Commission will not use the power of eminent domain to acquire the property in the event that I do not wish to sell it. I understand that this means that I do not have to sell to the Wood County Commission.
- 5. The Wood County Commission has notified me that, if I voluntarily sell the above property, this would be a voluntary transaction. I am aware of the fact that I am not entitled to the relocation benefits provided by the Uniform Relocation Assistance and Real Property Acquisition Policies Act, which are available to persons who must give up their property involuntarily, and I will not claim any such benefits.
- 6. The Wood County Commission stipulates and agrees that:
 - (a) it has provided the notification and information described in paragraphs 2 through 5, and
 - (b) the property identified above is not a part of an intended, planned, or designated project area where all or substantially all of the property within the area is to be acquired within specific time limits.
- 7. This agreement shall expire on September 1st, 2024, unless the property has been acquired by that date.

SIGNED _____

Scott Jenkins, Seller

Date

SIGNED _____

David Blair Couch, President

Date

JUNE 13, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ADOPTED A RESOLUTION IN
REFERENCE TO BUDGET REVISION NO. 2 IN THE COAL
SEVERANCE BUDGET FOR THE FISCAL YEAR 2023/2024.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and passed, adopted a Resolution in reference to Budget Revision No. 2 in the Coal Severance Fund Budget for the fiscal year 2023/2024. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Joe Gonzales, Clerk of the Wood County Commission.

A copy of the Resolution and Request for Revision 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

A/2959

COPY The County Commission of Wood County

No. 1 Court Square, Suite 203 Parkersburg, West Virginia 26101
(304) 424-1984



DAVID BLAIR COUCH
President

ROBERT K. TEBAY
Commissioner

JAMES E. COLOMBO
Commissioner

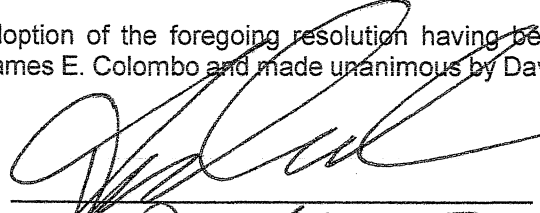

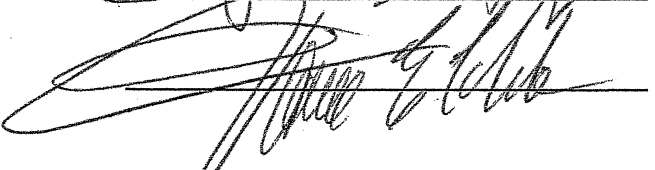
RESOLUTION

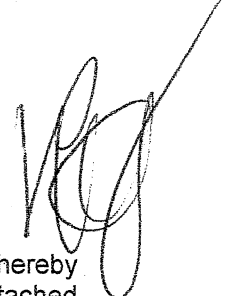
At a regular session of the county commission, held June 13, 2024 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Wood. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the Coal Severance budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on Fund 2 Budget Revision Number 2, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Robert K. Tebay and seconded by James E. Colombo and made unanimous by David Blair Couch, the vote thereon was as follows:

	<input checked="" type="radio"/> Yes	or	<input type="radio"/> No
	<input checked="" type="radio"/> Yes	or	<input type="radio"/> No
	<input checked="" type="radio"/> Yes	or	<input type="radio"/> No



WHEREUPON, David Blair Couch, declared said resolution be, and the same is, hereby adopted as so stated above, and the President authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

COPY

REQUEST FOR REVISION TO APPROVED BUDGET

Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26301
 Phone: 627-2415 ext. 5101 or ext. 5118
 Fax: 304-340-5090
 Email: lgs@wvsao.gov

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
 FY: 2023-2024
 Fund: 2
 Rev. No. 3
 Pages: 1

Wood County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding Request: 1 Court Square
 Name: James Poling STREET OR PO BOX
 Phone: 304-424-1854
 Fax: 304-424-1809 Parkersburg 26101
 Email: jpoling@woodcountywv.com CITY ZIP CODE

COUNTY
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
305	Coal Severance Tax	90,814	92,000		182,814
365	Interest Earned	200	750		950
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 92,750

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
980	Sheriff-Law Enforcement	90,814	92,750		183,564
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 92,750

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Div. Date

Joe Gonzalez CLERK
 AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE
 06-13-2024

Wood County
 Joe Gonzalez, Clerk
 Instrument 883-113
 06/13/2024 @ 10:51:29 AM
 COUNTY COMMISSION ORDER
 Book 78 @ Page 122
 Fees Recorded

JUNE 13, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ADOPTED A RESOLUTION IN
REFERENCE TO BUDGET REVISION NO. 5 IN THE GENERAL
COUNTY FUND BUDGET FOR THE FISCAL YEAR 2023/2024.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, adopted a Resolution in reference to Budget Revision No. 5 in the General County Fund Budget for the fiscal year 2023/2024. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Joe Gonzales, Clerk of the County Commission.

A copy of the Resolution and Request for Revision are attached to this Order and should be made a part thereof.

APPROVED:

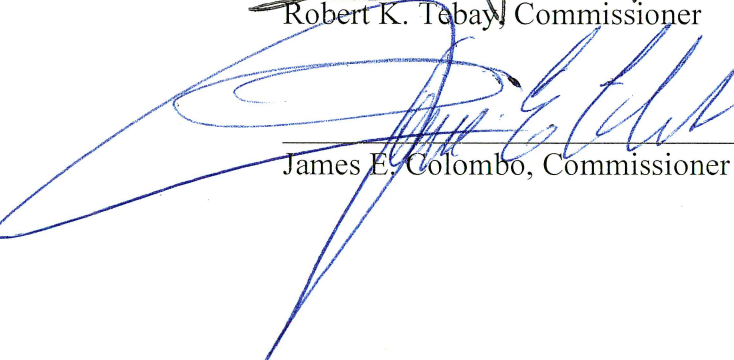
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2958

The County Commission of Wood County

No. 1 Court Square, Suite 203 Parkersburg, West Virginia 26101
(304) 424-1984



DAVID BLAIR COUCH
President

ROBERT K. TEBAY
Commissioner

JAMES E. COLOMBO
Commissioner




RESOLUTION

At a regular session of the county commission, held June 13, 2024 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Wood. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the General County budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on Fund 1 Budget Revision Number 2, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Robert K. Tebay and seconded by James E. Colombo and made unanimous by David Blair Couch, the vote thereon was as follows:

	Yes	or	No
	<input checked="" type="radio"/> Yes	or	No
	<input checked="" type="radio"/> Yes	or	No

WHEREUPON, David Blair Couch, declared said resolution be, and the same is, hereby adopted as so stated above, and the President authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.



COPY

REQUEST FOR REVISION TO APPROVED BUDGET

Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26301

Phone: 627-2415 ext. 5101 or ext. 5118

Fax: 304-340-5090

Email: lgs@wvsao.gov

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

Wood County Commission

GOVERNMENT ENTITY

CONTROL NUMBER

FY: 2023-2024

Fund: 1

Rev. No. 3

Pages: 3

Person To Contact Regarding Request:

Name: **James Poling**

Phone: **304-424-1854**

Fax: **304-424-1809**

Email: jpoling@woodcountywv.com

1 Court Square

STREET OR PO BOX

Parkersburg

CITY

26101

ZIP CODE

COUNTY

Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	2,048,374	821,579		2,869,953
301-02-05	Prior Year Taxes	420,000	160,000		580,000
301-06	Supplemental Taxes	450,000	300,000		750,000
301-90	Property Tax - Excess Levy	632,562	175,000		807,562
306	Gas & Oil Severance Tax	100,000	316,136		416,136
308	Wine & Liquor Tax	10,000	6,110		16,110
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			2,226,552		

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	3,214,624	354,694		3,569,318
428	Data Processing	174,566	7,500		182,066
443	State Grants	602,500	80,000		682,500
444	Other Grants	41,957	2,000		43,957
696	Transfer to Financial Stabilization Fund	500,000	600,000		1,100,000
698	Transfers/Reim. (Audit Findings)	500,000	675,000		1,175,000
716	Dog Warden/Humane Society	237,667	29,000		266,667
801	Mental Health	95,000	2,000		97,000
900	Parks & Recreation	609,316	560		609,876
902	4-H CAMP	20,000	48		20,048
907	Summer Youth Program	250	750		1,000
NET INCREASE/(DECREASE) Expenditures			2,226,552		

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Div. Date

[Signature]
 AUTHORIZED SIGNATURE OF ENTITY

[Signature] 06-13-2024
 APPROVAL DATE

REVENUES (CONT)

Wood County Commission

LGSD: BR

Wood County Commission

CONTROL NUMBER

2023-2024

1

3

BUDGET REVISION REQUEST-SUPPLEMENT-REVENUES

FY

FUND

REV #

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
318	Building Permits	45,000	42,000		87,000
323	State Grants	602,500	80,000		682,500
324	Other Grants	594	2,000		2,594
332	Circuit Clerk's Earnings	50,000	20,200		70,200
350	IRP Fees	50,000	29,000		79,000
365	Interest Earned	15,000	175,000		190,000
366	Miscellaneous Revenue	29,280	40,000		69,280
384	Sale of Fixed Assets		12,875		12,875
394	General Reimbursements School	150,000	46,652		196,652
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	#N/A				
NET INCREASE/(DECREASE) Revenues (THIS PAGE)					447,727

EXPENDITURES (CONT'D)

Wood County Commission

LGSD: BR

Wood County Commission

CONTROL NUMBER **2023-2024**

1

3

BUDGET REVISION REQUEST-SUPPLEMENT

FY

FUND

REV#

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	FY INCREASE	FUND DECREASE	REVISED AMOUNT
916	Library	1,039,034	175,000		1,214,034
980	Sheriff-Law Enforcement		112,512		112,512
983	Election County Clerk	192,876		112,512	80,364
986	County Commission	438,922	300,000		738,922
	#N/A				
	#N/A				
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	#N/A				

NET INCREASE/(DECREASE) Expenditures (this page)

475,000

COPY The County Commission of Wood County

No. 1 Court Square, Suite 203 Parkersburg, West Virginia 26101
(304) 424-1984



DAVID BLAIR COUCH
President

ROBERT K. TEBAY
Commissioner

JAMES E. COLOMBO
Commissioner

June 13, 2024

Joe Gonzales, Clerk
Wood County Commission
1 Court Square
Parkersburg, WV 26101

Dear Mr. Gonzales:

Please submit the following revisions to the General County budget to the West Virginia State Auditor for approval concerning the 2023-2024 fiscal year.

1. Increase revenues in line item 1-299 (Unassigned Fund Balance) in the amount of \$821,579.
2. Increase revenues in line item 1-301-02-05 (Prior Year Taxes) in the amount of \$160,000.
3. Increase revenues in line item 1-301-06 (Supplemental Taxes) in the amount of \$300,000.
4. Increase revenues in line item 1-301-90 (Property Tax - Excess Levy) in the amount of \$175,000.
5. Increase revenues in line item 1-306 (Gas & Oil Severance Tax) in the amount of \$316,136.
6. Increase revenues in line item 1-308 (Wine & Liquor Tax) in the amount of \$6,110.
7. Increase revenues in line item 1-318 (Building Permits) in the amount of \$42,000.
8. Increase revenues in line item 1-323 (State Grants) in the amount of \$80,000.
9. Increase revenues in line item 1-324 (Other Grants) in the amount of \$2,000.
10. Increase revenues in line item 1-332 (Circuit Clerk's Earnings) in the amount of \$20,200.
11. Increase revenues in line item 1-350 (IRP Fees) in the amount of \$29,000.
12. Increase revenues in line item 1-365 (Interest Earned) in the amount of \$175,000.
13. Increase revenues in line item 1-366 (Miscellaneous Revenue) in the amount of \$40,000.
14. Increase revenues in line item 1-394 (General Schools) in the amount of \$46,652.
15. Increase expenditures in line item 1-401-70-568 (Commission - Contributions) in the amount of \$354,694.
16. Increase expenditures in line item 1-428-55-341 (Data Processing - Supplies) in the amount of \$7,500.
17. Increase expenditures in line item 1-443 (State Grants) in the amount of \$80,000.
18. Increase expenditures in line item 1-444 (Other Grants) in the amount of \$2,000.
19. Increase expenditures in line item 1-696-70-568 (Transfer to Financial Stabilization) in the amount of \$600,000.

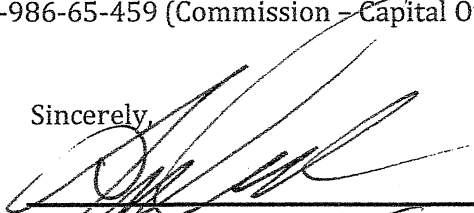
A handwritten signature in black ink, appearing to be "Marty Seufer", is written over the footer text.

COPY

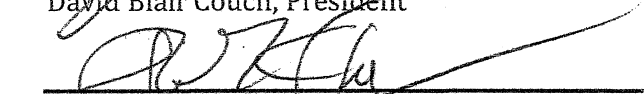
Page 2

- 20. Increase expenditures in line item 1-698-70-566 (Transfer to Other Funds – Special Building) in the amount of \$675,000.
- 21. Increase expenditures in line item 1-716-70-568 (Humane Society) in the amount of \$29,000.
- 22. Increase expenditures in line item 1-801-40-223-2306 (Mental Health in the amount of \$2,000.
- 23. Increase expenditures in line item 1-900-70-567-6619 (Oil and Gas) in the amount of \$560.
- 24. Increase expenditures in line item 1-902-70-568 (4H Camp) in the amount of \$48.00.
- 25. Increase expenditures in line item 1-907-70-568 (Foster Grandparents) in the amount of \$750.
- 26. Increase expenditures in line item 1-916-70-568-6604E (Library – Excess Levy) in the amount of \$175,000.
- 27. Decrease expenditures in line item 1-983-65-459 (Elections) in the amount of \$112,512.
- 28. Increase expenditures in line item 1-980-65-459 (Law Enforcement – Outlay) in the amount of \$112,512.
- 29. Increase expenditures in line item 1-986-65-459 (Commission – Capital Outlay) in the amount of \$300,000.

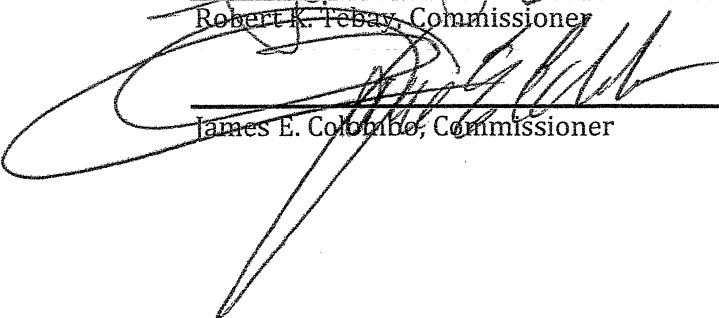
Sincerely,



David Blair Couch, President

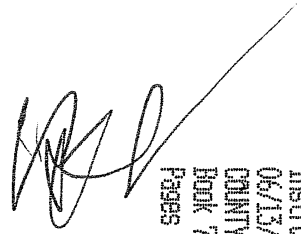


Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

WCC: JG



Wood County
Joe Gonzales, Clerk
Instrument 88336123
06/13/2024 @ 12:03:12 PM
COUNTY COMMISSION ORDER
Book 78 @ Page 755
Pages Recorded 7

JUNE 13, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ORDERED THAT THE NEW ROAD NAME REQUEST FORM FROM ANDREW NIELL BE APPROVED. THE NEW ROAD NAME WILL BE HOLESHOT DRIVE.

ORDER

The County Commission of Wood County was in receipt of a New Road Name Request Form from Andrew Niell to name a road HOLESHOT DRIVE. The said Request does not interfere with the scheduled readdressing and mapping for the E-9-1-1 Master Street Addressing Guide. The road to be known as HOLESHOT DRIVE needing a name due to future development, is in Williams District, Tax Map 170, Parcel G3, G3C, G3D and G3E. The request by Andrew Niell is in accordance with Chapter 7, Article 1, Section 3 of the Code of West Virginia, 1931, as amended, which deals, in part, with the County Commission naming or renaming thereof of roads, ways, streets, avenues, drives and the like to assure uniform, nonduplicative conversion of all rural routes to city-type addressing on a permanent basis.

The County Commission does hereby find that the said request, made in writing, by Andrew Niell, and the approval from the Wood County E-9-1-1, are in proper form and are hereby ORDERED to be filed.

NOW, THEREFORE, 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, does hereby ORDER that the aforementioned road be named HOLESHOT DRIVE. The County Commission does further ORDER that a copy of this ORDER, along with the New Road Name Request Form, be certified by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission.

APPROVED:

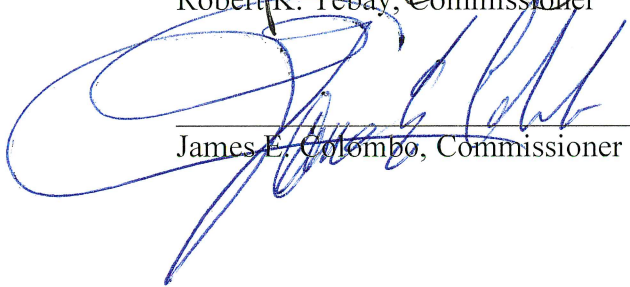
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2957

RECEIVED

JUN 12 2024

County Commission

Please complete the upper portion of this request form. Return it to: Central Telecommunications Center, 911 Core Road, Parkersburg, WV 26104.

WOOD COUNTY 9-1-1
NEW ROAD NAME REQUEST FORM

Applicant Name: Andrew Niell

Applicant Phone #: 740-885-9635

Property Owner Name: Michelle Broda, Andrew & Kendal Niell

Tax District: Williams Tax Map #: 170 Parcel #: G3, G3C, G3D & G3E

Describe Physical Location: On the right on Williams Hwy, 760 feet north of Angels Greenhouse

List Three Road Name Suggestions: 1st Holeshot Drive *
 2nd ~~River Rock Drive~~
 3rd ~~Anchor Drive~~

Please prioritize.

Signature of Applicant: Signed below

OFFICIAL USE ONLY

Coordinated with the Map Processor:

Processor Signature: [Signature] Process Date: 6-11-24

Granted Street Name:

BL-J-A

Place signature all of the homeowners agreeing to the road name request.

Name Signature	Address	Phone #
✓ <u>Andrew Niell</u>		<u>(740) 885-9635</u>
✓ <u>Kendal Niell</u>		<u>(740) 380-2212</u>
✓ <u>Michelle Broda</u>		<u>561 403-8476</u>

Wood County
 Joe Gonzales, Clerk
 Instrument 8836111
 06/13/2024 @ 10:48:09 AM
 COUNTY COMMISSION ORDER
 Book 78 @ Pg. 748
 Pages Recorded 13

JUNE 13, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR
BOLLARDS.

ORDER

On this date, the County Commission of Wood County, upon a motion by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby AWARD the bid for bollards to be placed in front of several county buildings to the following:

J.C. Bosley Construction, Inc.
1 Bosley Avenue
Parkersburg, WV 26101

Bid Price - \$29,795.00

APPROVED:

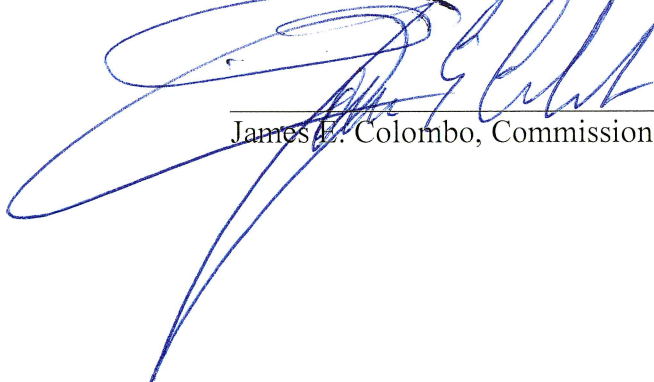
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/198

Wood County
Joe Gonzales, Clerk
Instrument 8836112
06/13/2024 @ 10:50:12 AM
COUNTY COMMISSION ORDER
BOOK 78 @ PAGE 751
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5428	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	HAND	06/10/2024	20,962.00	
178015	U S BANK	U.S. BANK	REGULAR	06/10/2024	70,317.70	
GENERAL FUND Bank Id 101 Totals					<u>91,279.70</u>	

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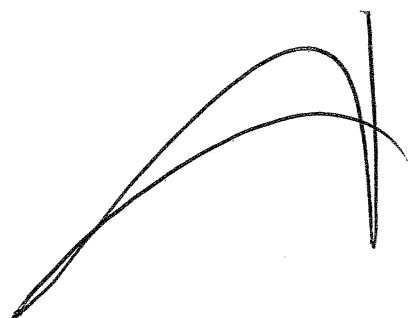
13 *mm*

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8977	U S BANK	U.S. BANK	REGULAR	06/10/2024	5,985.87	

E-911 FUND Bank Id 107 Totals

5,985.87

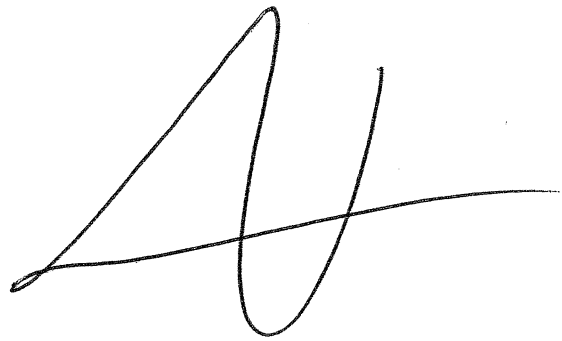


Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8684	U S BANK	U.S. BANK	REGULAR	06/10/2024	3,356.04	

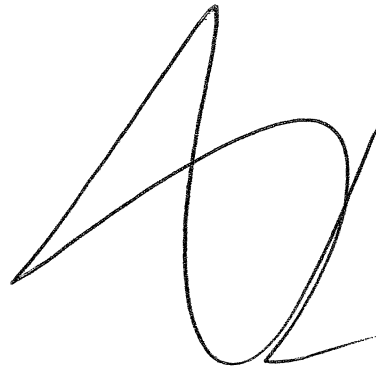
ASSESSOR'S VALUATION Bank Id 156 Totals

3,356.04



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8808	U S BANK	U.S. BANK	REGULAR	06/10/2024	3,141.46	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					<u>3,141.46</u>	

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1084	U S BANK	U.S. BANK	REGULAR	06/10/2024	1,515.60	

THE SPECIAL LAW ENFORCEMENT Bank Id 173 Totals

1,515.60

Report Totals

105,278.67

