

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, OCTOBER 21, 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.

Upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, the County Commission approved minutes of October 7, 10 and 17, 2024.

Katelin Johnson took her oath of office as a Victim Advocate for the Prosecuting Attorney.

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, did hereby CERTIFY that the October 21, 2024 public inspection of the Vote Recording Devices to be used for Early Voting for the November 5, 2024 General Election was inspected and found to be free from error.
(Order A/3037)

The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby EXECUTE a Resolution in support of an application by the Mountwood Park Mountain Bike Flow Trail and

the West Virginia Department of Transportation, Division of Highways, for funding under the Recreational Trails Program created by the Fixing America's Surface Transportation Act. (A/3038)

The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby EXECUTE a Resolution relating to the Phase 1 Landslide Project FEMA-DR-4517-WV-0010 in regard to property acquisition at 293 Oak Acres Circle, Washington, WV. (Order A/3039)

The County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimously Robert K. Tebay, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Certificate of Substantial Completion in regards to the Wood County Resiliency Center. (C/220)

Having no scheduled appointments or further business to attend to, the County Commission adjourned at 10:22 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3037, A/3038, A/3039, C/220

APPROVED:

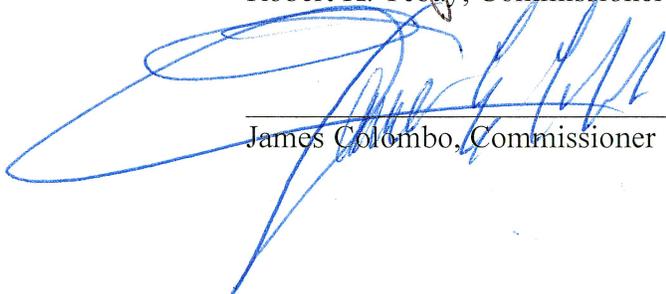
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held October 21, 2024

Please Print

1. Katelin Johnson
2.
3.
4.
5.
6.
7.
8.
9.
10.
11.
12.
13.
14.
15.
16.
17.
18.
19.
20.



Wood County Commission
Agenda

October 21, 2024 | 9:30 A.M.
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M.	Public Inspection of Early Voting Equipment	
	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

OCTOBER 21, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

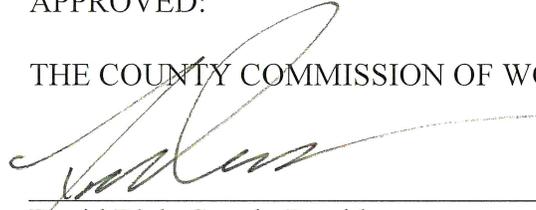
IN RE: PUBLIC INSPECTION OF VOTE RECORDING DEVICES TO BE
USED FOR EARLY VOTING FOR THE NOVEMBER 5, 2024
GENERAL ELECTION.

ORDER

On this date, the County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby CERTIFY that the October 21, 2024 public inspection of the Vote Recording Devices to be used for Early Voting for the November 5, 2024 General Election was inspected and found to be free from error.

APPROVED:

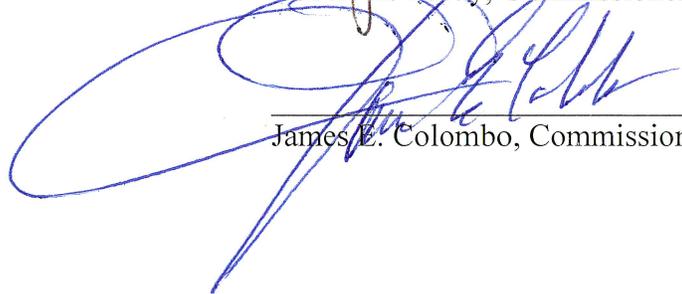
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3037

Wood County
Joe Gonzales, Clerk
Instrument 88343459
10/21/2024 @ 04:12:31 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 302
Pages Recorded 1

OCTOBER 21, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A RESOLUTION RELATING TO THE SUPPORT OF AN APPLICATION BY THE MOUNTWOOD PARK MOUNTAIN BIKE FLOW TRAIL AND THE WEST VIRGINIA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS.

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 EXECUTE a Resolution in support of an application by the Mountwood Park Mountain Bike Flow Trail and the West Virginia Department of Transportation, Division of Highways, for funding under the Recreational Trails Program created by the Fixing America's Surface Transportation Act.

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

APPROVED:

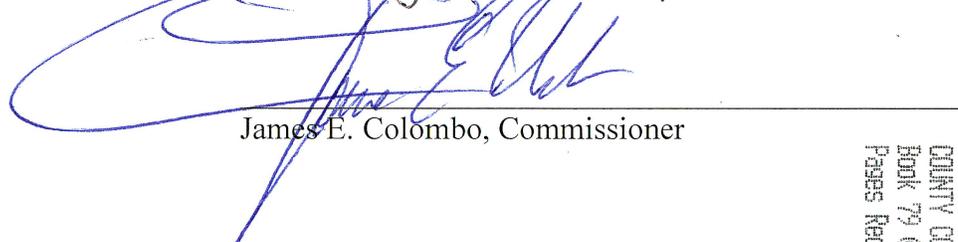
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3038

Wood County
Joe Gonzales, Clerk
Instrument 88344219
10/21/2024 @ 03:45:39 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 353
Pages Recorded 1

OCTOBER 21, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A
RESOLUTION RELATING TO THE PHASE 1 LANDSLIDE
PROJECT FEMA-DR-4517-WV-0010.

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 EXECUTE a Resolution relating to the Phase 1 Landslide Project FEMA-DR-4517-WV-0010 in regard to property acquisition at 293 Oak Acres Circle, Washington, WV.

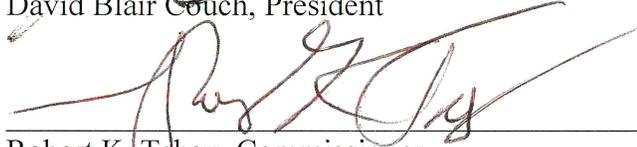
A copy of said Resolution is attached to this Order and should be made a part thereof.

APPROVED:

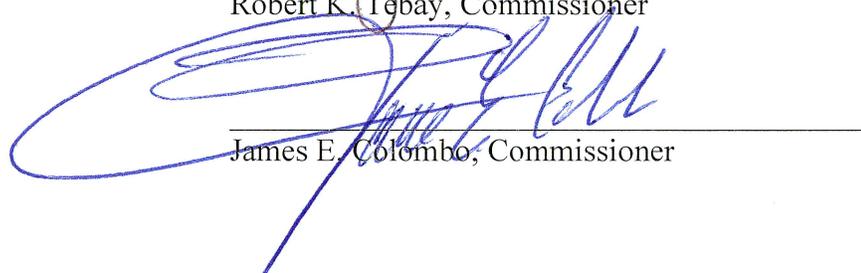
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3039

Wood County
Joe Gonzales, Clerk
Instrument 88343879
10/21/2024 @ 03:38:21 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 335
Pages Recorded 1

OCTOBER 21, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO EXECUTE THE CERTIFICATE OF SUBSTANTIAL COMPLETION OF THE WOOD COUNTY RESILIENCY CENTER.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimously Robert K. Tebay, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Certificate of Substantial Completion in regards to the Wood County Resiliency Center.

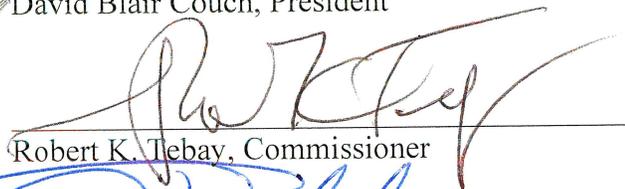
A copy of said certificate is attached to this Order and should be made a part thereof.

APPROVED:

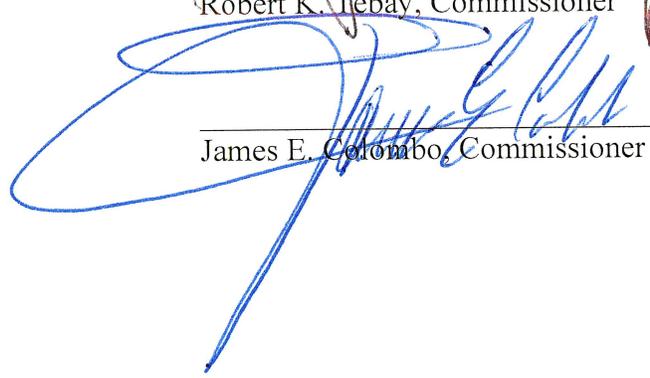
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/220

AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: *(name and address)*
Wood County Resiliency Center

CONTRACT INFORMATION:
Contract For: General Construction
Date: July 11, 2022

CERTIFICATE INFORMATION:
Certificate Number: 002
Date: October 14, 2024

OWNER: *(name and address)*
Wood County Commission
1 Court Square
Parkersburg, WV 26101

ARCHITECT: *(name and address)*
ZMM Inc.
222 Lee Street West
Charleston, WV 25303

CONTRACTOR: *(name and address)*
United Construction Company Inc.
3120 Northwestern Pike
Parkersburg, WV 26104

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.
(Identify the Work, or portion thereof, that is substantially complete.)

ALL WORK

ZMM Architects &
Engineers

ARCHITECT *(Firm Name)*



SIGNATURE

Keith L. Gonzales, ZMM /
CA

PRINTED NAME AND TITLE

October, 11, 2024

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

N/A

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

N/A

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty Days (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$0.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

N/A

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

United Construction
Company Inc.

CONTRACTOR *(Firm Name)*



SIGNATURE

Kyle Fleak
Project Manager

PRINTED NAME AND TITLE

October 14, 2024

DATE

Wood County Commission

OWNER *(Firm Name)*



SIGNATURE

David B Couch 10/21

PRINTED NAME AND TITLE

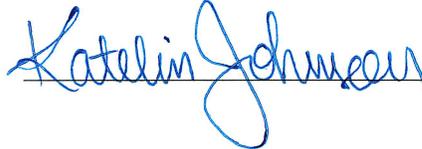
DATE

Wood County
 Joe Gonzales, Clerk
 Instrument 88343643
 10/21/2024 @ 12:33:27 PM
 COUNTY COMMISSION
 BOOK 79 @ Page 1021
 Pages Recorded

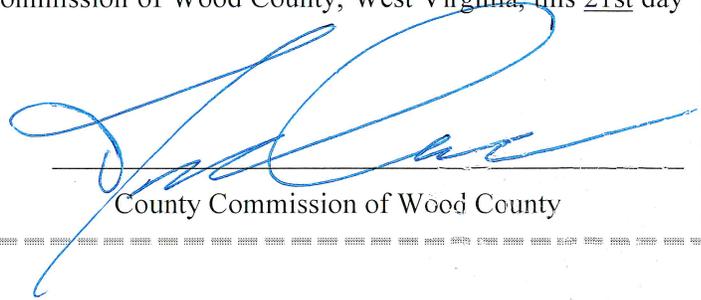
STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Katelin Johnson 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 Victim Advocate 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 the County Commission of Wood County, West Virginia, this 21st day of October, 2024.



County Commission of Wood County

Wood County
Joe Gonzales, Clerk
Instrument 88343394
10/21/2024 @ 12:13:07 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 300
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5562	MOO	MUTUAL OF OMAHA	HAND	10/16/2024	8,051.00	
5563	HEALTH	HIGHMARK WEST VIRGINIA	HAND	10/17/2024	7,074.24	
5564	HEALTH	HIGHMARK WEST VIRGINIA	HAND	10/17/2024	24,336.67	
5565	DENTAL	UNITED CONCORDIA COMPANIES, INC.	HAND	10/17/2024	1,619.97	
178623	U S BANK	U.S. BANK	REGULAR	10/17/2024	14,087.30	
GENERAL FUND Bank Id 101 Totals					55,169.18	




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9093	U S BANK	U.S. BANK	REGULAR	10/17/2024	3,165.13	

E-911 FUND Bank Id 107 Totals

3,165.13



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3712	U S BANK	U.S. BANK	REGULAR	10/17/2024	47.25	

HOME CONFINEMENT Bank Id 108 Totals

47.25




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3735	SUB-AQUATICS	SUB-AQUATICS, INC.	VOID	10/17/2024	(1,279.60)	X
3747	SUB-AQUATICS	SUB-AQUATICS, INC.	REGULAR	10/17/2024	855.65	
FIRE SERVICE FEE Bank Id 120 Totals					<u>(423.95)</u>	

James E. Colombo

[Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8722	U S BANK	U.S. BANK	REGULAR	10/17/2024	796.67	

ASSESSOR'S VALUATION Bank Id 156 Totals

796.67



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2683	UNITED BANK	UNITED BANKCARD CENTER	HAND	10/16/2024	21.59	

CONCEALED WEAPONS Bank Id 159 Totals

21.59



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8952	U S BANK	U.S. BANK	REGULAR	10/17/2024	2,117.59	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals 2,117.59

Report Totals 60,893.46

Steve E. Colombo
