

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, JANUARY 5, 2017

PRESENT: DAVID BLAIR COUCH, PRESIDENT  
ROBERT K. TEBAY, COMMISSIONER  
JAMES 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.

Zachariah Walker took his oath as a Wood County Deputy Sheriff and Jeremy Wolfe took his oath of office as an Assistant Prosecuting Attorney on January 3, 2017 and the oaths were put on record on this date. Paul "Kim" Marshall took his oath of office as the Wood County Surveyor on this date.

**AGENDA AND DISCUSSION ITEMS**

At 9:32 A.M., the County Commission set the operation of the County Commission for Fiscal Year 2017 including all board appointments.

Upon a motion made by Robert K. Tebay, seconded by James Colombo and made unanimous by David Blair Couch, the County Commission of Wood County did hereby ORDER that the President for the calendar year 2017 will be David Blair Couch.

Upon a motion made by David Blair Couch, seconded by James Colombo and made unanimous by Robert K. Tebay, the County Commission of Wood County did hereby ORDER that the President Pro Tem for the calendar year 2017 will be Robert K. Tebay.

Upon a motion made by Robert K. Tebay, seconded by James Colombo and made unanimous by David Blair Couch, it is hereby agreed that the Commission terms are to be held on Mondays and Thursdays from 9:30 A.M. until finished; with the third Thursday of the month for Probate, with the prosecuting attorney present if possible.

Upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James Colombo, the County Commission did hereby Order that all Special and Emergency Meetings held before the County Commission of Wood County will be in accordance with Chapter 7, Article 1, Section 2 of the West Virginia Code.

The agenda for all regularly scheduled meetings held before the County Commission of Wood County on their regularly scheduled meeting days will be available to the public by the posting on the doors of the Wood County Courthouse, in the Office of the County Administrator and on the Internet at [woodcountywv.com](http://woodcountywv.com).

Upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Jimmy Colombo, the County Commission of Wood County did hereby agree to continue all existing contracts and agreements.

Upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James Colombo, the County Commission President David Blair Couch made the following appointments to the various committees:

IN RE: WOOD COUNTY RECREATION COMMISSION – JAMES COLOMBO  
IN RE: WOOD COUNTY AIRPORT AUTHORITY – ROBERT K. TEBAY

IN RE: WOOD COUNTY COMMISSION ON CRIME, DELINQUENCY AND  
 CORRECTION – ROBERT K. TEBAY  
 IN RE: WOOD COUNTY PLANNING COMMISSION – JAMES COLOMBO  
 IN RE: WOOD COUNTY DEVELOPMENT AUTHORITY – ROBERT K. TEBAY  
 IN RE: WEST VIRGINIA EXTENSION SERVICE COMMITTEE – ROBERT K. TEBAY  
 IN RE: ENHANCED 911 COMMUNICATIONS ADVISORY BOARD – DAVID BLAIR COUCH  
 IN RE: LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) – JAMES COLOMBO  
 IN RE: WOOD COUNTY PARKS & RECREATION COMMISSION (MOUNTWOOD PARK) –  
 DAVID BLAIR COUCH  
 IN RE: WORK FORCE INVESTMENT ACT – ROBERT K. TEBAY  
 IN RE: WOOD COUNTY SOLID WASTE AUTHORITY – DAVID BLAIR COUCH  
 IN RE: VETERANS PARK ADVISORY BOARD – JAMES COLOMBO  
 IN RE: FORT BOREMAN HISTORICAL PARK COMMITTEE – ROBERT K. TEBAY  
 IN RE: PARKERSBURG-WOOD COUNTY VISITORS AND CONVENTION BUREAU – DAVID  
 BLAIR COUCH  
 IN RE: MID-OHIO VALLEY BOARD OF HEALTH – DAVID BLAIR COUCH  
 IN RE: MID-OHIO VALLEY REGIONAL COUNCIL – ROBERT K. TEBAY  
 IN RE: DOWNTOWN TASK FORCE – JAMES COLOMBO  
 IN RE: COMMUNITY CORRECTIONS BOARD – DAVID BLAIR COUCH  
 IN RE: MID-OHIO VALLEY REGIONAL AIRPORT AUTHORITY – JAMES COLOMBO  
 IN RE: WOOD-WASHINGTON-WIRT INTERSTATE PLANNING COMMISSION – JAMES  
 COLOMBO

The County Commission of Wood County, by Order duly recorded in the official records  
 of the County Commission and pursuant to the Code of West Virginia, 1931, as amended, has  
 created numerous boards, commissions and/or committees, and in which they hereby make  
 appointments of members to such boards, commissions and/or committees. Therefore, the  
 County Commission requests that a member of the following boards, commissions, and/or  
 committees deliver meeting minutes to the County Commission, during regular session, and  
 give a brief update at that time.

Mid-Ohio Valley Board of Health  
 Parkersburg/Wood County Visitors & Convention Bureau (quarterly)  
 Wood County Alternative Transportation System Council  
 Wood County Building Commission (if meeting is called)  
 Wood County Community Resources (quarterly)  
 Wood County Historic Landmark Commission (quarterly)

Wood County Parks and Recreation Commission (quarterly)  
Wood County Solid Waste Authority (quarterly)  
Wood County Development Authority  
WWW Planning Commission

An Order was prepared regarding this matter. (Order A/First of Year Order 2017)

At 9:41 A.M., the County Commission met with Mark Lewis, Director of the Convention and Visitors Bureau to discuss distribution of the Hotel Occupancy Tax, specifically the Innovative Grant Program. Mr. Lewis withdrew his request to take over the approval process for the Grant Program. Commissioner couch stated that he intends to have an evening meeting and invite all organizations that receive funds to come in advise the Commission how those funds are used. He asked that the Commission consider giving the Convention and Visitors Bureau \$10,000.00 to help them fund the position of the individual who coordinates the program for the. He further requested the Commission make a change and cap the Innovative Programming Grant at \$3,000.00 instead of \$5,000.00. The County Commission authorized the donation of \$10,000.00 to the Convention and Visitors Bureau. (Order M/3566)

The County Commission authorized a reduction in the cap amount for the Innovative Programming Grant. (Order M/3565)

At 9:51 A.M., Judith Smith, representing Julia-Ann Square, met with the County Commission to update them on what their organization has been doing.

At 9:55 A.M., the County Commission announced that two vacancies exist on the Wood County Parks and Recreation Commission (Mountwood Park). No names were put in nomination. (Order A/1708)

At 9:58 A.M., the County Commission discussed the hiring of a court coordinator who would review the jail bill. (Order M/3564)

At 10:00 A.M., the County Commission met with David Nohe, Assessor and his Chief Deputy, Andy Hartleben to discuss personnel moves in their department. Patrick Lefebure, Prosecuting Attorney, advised the Commission to place this item on the next agenda so it is properly noticed.

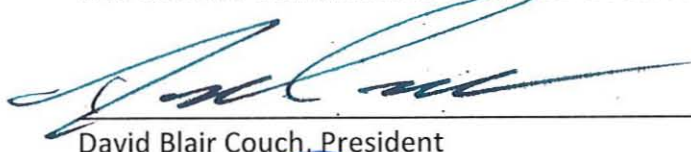
**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

M/3564, M/3565, M/3566, M/3567, A/1708, A/First of Year Order 2017

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:50 A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

A handwritten signature in blue ink, appearing to read "David Blair Couch", written over a horizontal line.

David Blair Couch, President

A handwritten signature in blue ink, appearing to read "Robert K. Tebay", written over a horizontal line.

Robert K. Tebay, Commissioner

A handwritten signature in blue ink, appearing to read "James Colombo", written over a horizontal line.

James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled January 5, 2017.

Wood County Commission Meeting  
Held January 5, 2017

**Please Print**

1.	STEPHAN SMITH
2.	Judith Smith
3.	Mark Lewis
4.	Kim Marshall
5.	Paul Doherty
6.	Andy Hartleben
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Wood County Commission  
Agenda

1/5/2017

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	First of Year Order	
	Discuss Hotel/Motel Tax	Mark Lewis
	Consider any nominations Wood County Parks and Recreation Commission (Mountwood Park)	
	Administrator's Report	Marty Seufer, 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, improvers 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

**G R E A T E R**  
**PARKERSBURG**  
Convention & Visitors Bureau

350 7th Street, Parkersburg, WV 26101  
304.428.1130 • 800.752.4982  
Fax: 304.428.8117  
www.GreaterParkersburg.com

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To the Wood County Commission:

Since it was established, the Innovative Grant Program has been administered by the Greater Parkersburg Convention & Visitors Bureau on behalf of the Wood County Commission. Administrative duties performed by the bureau include working with applicants to prepare grant requests, vetting applications, presenting grant applications to the commission along with recommendations as to the amount of money to be awarded, collecting the post-event reports necessary to comply with the terms of the grant, and reporting to the commission the results achieved by organizations receiving the grants. The commission has reserved the authority to approve the individual grant applications.

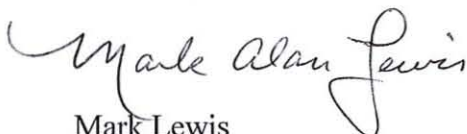
We respectfully ask that the commission assign future grant approval authority to the CVB Board of Directors, thereby allowing the CVB to assume full responsibility for the Innovative Grant Program from start to finish. In conjunction with this request, we ask that the balance of funds that have accrued in the Innovative Grant Account (to date) be transferred to the CVB for the purpose of completing the grants already awarded by the commission in this fiscal year, and continuing the Innovative Grant Program under the auspices of the CVB. Going forward, the percentage revenue from the lodging tax currently dedicated to the program would be distributed to the CVB for the continuation of the program and to provide funding support for the Sports Marketing Specialist position in our office.

We realize that due to the loss of rent from the building complex at Mountwood Park, a temporary cessation of funding for the program may be necessary. In that event, we would continue the program as long as funds will allow. When funding is restored, we would resume the program using funds distributed by the commission for this purpose.

The CVB would continue to report to the commission on a regular basis regarding the program, including grants awarded and number of room nights sold relating to funded events and entities.

Thank you for your consideration.

Sincerely,



Mark Lewis  
President & CEO  
Greater Parkersburg CVB

JANUARY 5, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

**ORDER**

IN RE: PRESIDENT OF THE COUNTY COMMISSION -  
DAVID BLAIR COUCH (2017)

Upon a motion made by Robert K. Tebay, seconded by James Colombo and made unanimous by David Blair Couch, the County Commission of Wood County did hereby ORDER that the President for the calendar year 2017 will be David Blair Couch.

IN RE: PRESIDENT PRO TEM OF THE WOOD COUNTY COMMISSION –  
ROBERT K. TEBAY (2017)

Upon a motion made by David Blair Couch, seconded by James Colombo and made unanimous by Robert K. Tebay, the County Commission of Wood County did hereby ORDER that the President Pro Tem for the calendar year 2017 will be Robert K. Tebay.

IN RE: COURT TERMS AND HOURS OF THE WOOD COUNTY COMMISSION  
(2017)

Upon a motion made by Robert K. Tebay, seconded by James Colombo and made unanimous by David Blair Couch, it is hereby agreed that the Commission terms are to be held on Mondays and Thursdays from 9:30 A.M. until finished; with the third Thursday of the month for Probate, with the prosecuting attorney present if possible.

IN RE: SPECIAL MEETINGS AND EMERGENCY MEETINGS

Upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James Colombo, the County Commission did hereby Order that all Special and Emergency Meetings held before the County Commission of Wood County will be in accordance with Chapter 7, Article 1, Section 2 of the West Virginia Code.

IN RE: AGENDA

The agenda for all regularly scheduled meetings held before the County Commission of Wood County on their regularly scheduled meeting days will be available to the public by the posting on the doors of the Wood County Courthouse, in the Office of the County Administrator and on the Internet at [woodcountywv.com](http://woodcountywv.com).

IN RE: CONTRACT AND AGREEMENT RENEWALS

Upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Jimmy Colombo, the County Commission of Wood County did hereby agree to continue all existing contracts and agreements.

Upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James Colombo, the County Commission President David Blair Couch made the following appointments to the various committees:

IN RE: WOOD COUNTY RECREATION COMMISSION – JAMES COLOMBO

IN RE: WOOD COUNTY AIRPORT AUTHORITY – ROBERT K. TEBAY

IN RE: WOOD COUNTY COMMISSION ON CRIME, DELINQUENCY AND  
CORRECTION – ROBERT K. TEBAY

IN RE: WOOD COUNTY PLANNING COMMISSION – JAMES COLOMBO

IN RE: WOOD COUNTY DEVELOPMENT AUTHORITY –  
ROBERT K. TEBAY

IN RE: WEST VIRGINIA EXTENSION SERVICE COMMITTEE –  
ROBERT K. TEBAY

IN RE: ENHANCED 911 COMMUNICATIONS ADVISORY BOARD –  
DAVID BLAIR COUCH

IN RE: LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) –  
JAMES COLOMBO

IN RE: WOOD COUNTY PARKS & RECREATION COMMISSION  
(MOUNTWOOD PARK) – DAVID BLAIR COUCH

IN RE: WORK FORCE INVESTMENT ACT – ROBERT K. TEBAY

IN RE: WOOD COUNTY SOLID WASTE AUTHORITY – DAVID BLAIR COUCH

IN RE: VETERANS PARK ADVISORY BOARD – JAMES COLOMBO

IN RE: FORT BOREMAN HISTORICAL PARK COMMITTEE –  
ROBERT K. TEBAY

IN RE: PARKERSBURG-WOOD COUNTY VISITORS AND CONVENTION  
BUREAU – DAVID BLAIR COUCH

IN RE: MID-OHIO VALLEY BOARD OF HEALTH – DAVID BLAIR COUCH



IN RE: MID-OHIO VALLEY REGIONAL COUNCIL – ROBERT K. TEBAY

IN RE: DOWNTOWN TASK FORCE – JAMES COLOMBO

IN RE: COMMUNITY CORRECTIONS BOARD – DAVID BLAIR COUCH

IN RE: MID-OHIO VALLEY REGIONAL AIRPORT AUTHORITY –  
JAMES COLOMBO

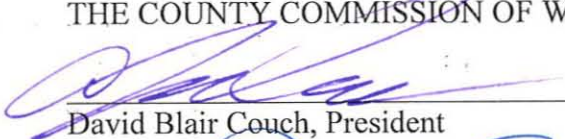
IN RE: WOOD-WASHINGTON-WIRT INTERSTATE PLANNING COMMISSION  
- JAMES COLOMBO

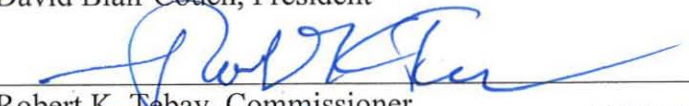
The County Commission of Wood County, by Order duly recorded in the official records of the County Commission and pursuant to the Code of West Virginia, 1931, as amended, has created numerous boards, commissions and/or committees, and in which they hereby make appointments of members to such boards, commissions and/or committees. Therefore, the County Commission requests that a member of the following boards, commissions, and/or committees deliver meeting minutes to the County Commission, during regular session, and give a brief update at that time.

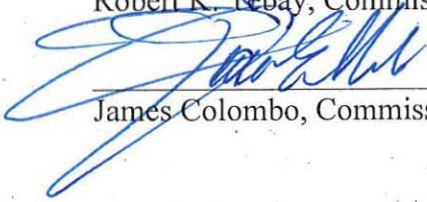
Mid-Ohio Valley Board of Health  
Parkersburg/Wood County Visitors & Convention Bureau (quarterly)  
Wood County Alternative Transportation System Council  
Wood County Building Commission (if meeting is called)  
Wood County Community Resources (quarterly)  
Wood County Historic Landmark Commission (quarterly)  
Wood County Parks and Recreation Commission (quarterly)  
Wood County Solid Waste Authority (quarterly)  
Wood County Development Authority  
WWW Planning Commission

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Robert K. Tebay, Commissioner

  
James Colombo, Commissioner

A/First of year 2017

X Mark Rhodes  
WOOD County 08:38:13 AM  
Instrument No 8733749  
Date Recorded 01/05/2017  
Document Type CDD  
Pages Recorded 3  
Book-Page 72-505

JANUARY 5, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT TWO  
VACANCIES EXIST ON THE WOOD COUNTY PARKS AND  
RECREATION COMMISSION (MOUNTWOOD PARK).

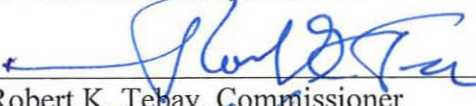
**ORDER**

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 Colombo, announced that two vacancies exist on the Wood County Parks and Recreation Commission (Mountwood Park). Said vacancies are due to the fact that James Keith's term expired December 16, 2016 and Amy File resigned (her term expires December 16, 2018). Said vacancies are pursuant to an Order appearing in Order Book 51, at Page 433 and bearing the date of April 1, 1991, dealing with the procedure policy for appointments to Boards and Authorities.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

  
\_\_\_\_\_  
James Colombo, Commissioner

A/1708

Mark Rhodes  
WOOD County 08:46:57 AM  
Instrument No 8733761  
Date Recorded 01/05/2017  
Document Type CDD  
Pages Recorded 1  
Book-Page 72-508

JANUARY 5, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
THE COUNTY ADMINISTRATOR TO OFFER A NEW  
EMPLOYEE POSITION TO A SUCCESSFUL CANDIDATE  
FOR THE POSITION

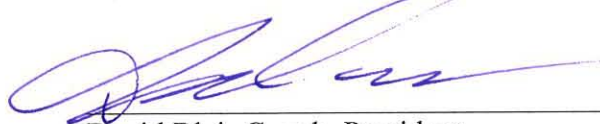
**ORDER**

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 the Wood County Administrator to offer an employment position for a court coordinator to a successful candidate for the position.

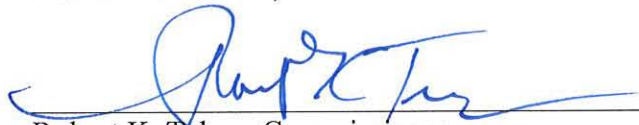
Approval for said position will be listed on a future agenda.

APPROVED:

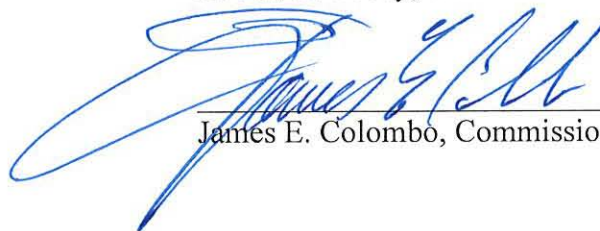
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/3564

Mark Rhodes  
WOOD County 08:50:36 AM  
Instrument No 8733753  
Date Recorded 01/05/2017  
Document Type CSD  
Pages Recorded 1  
Book-Page 72-510



JANUARY 5, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

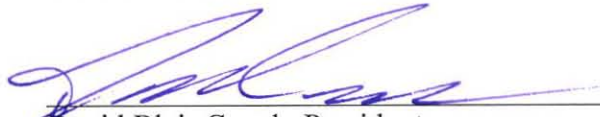
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
THE DONATION OF \$10,000.00 TO THE CVB.

**ORDER**

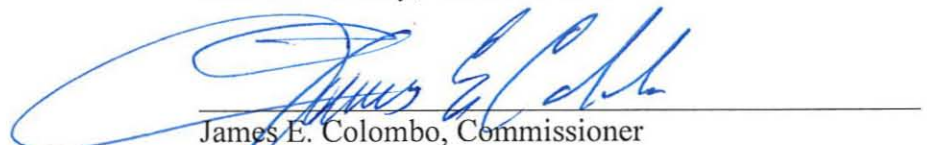
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay, and made unanimous by James E. Colombo, did hereby AUTHORIZE the donation of ten thousand dollars and zero cents (\$10,000.00) to the Greater Parkersburg Convention and Visitors Bureau (CVB). Said donation will be paid out of the General County Fund Innovative Programming Grant line item and will be utilized to assist in the salary of an employee who administers the Grant Program.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

M/3566

Mark Rhodes  
WOOD County 08:48:24 AM  
Instrument No 8733752  
Date Recorded 01/05/2017  
Document Type CDD  
Pages Recorded 1  
Book-Page 72-509



JANUARY 5, 2017

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 \$2,407.50  
WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE  
VICTIMS OF CRIME ASSISTANCE GRANT NUMBER 15-VA-038.

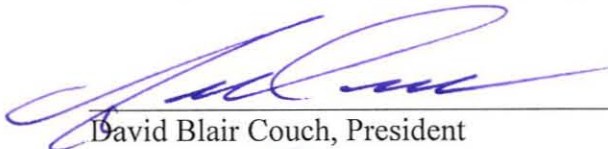
**ORDER**

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 two thousand four hundred seven dollars and fifty cents (\$2,407.50) which represents reimbursement to Wood County for expenses incurred during the month of September, 2016, in regard to the Victims of Crime Assistance Grant Number 15-VA-038. Receipt of the aforementioned check is pursuant to an Order appearing in Order Book 72, at Page 435 and bearing the date of November 21, 2016, at which time Stephen Gainer, in his official capacity as President, and on behalf of the County Commission, was AUTHORIZED to EXECUTE the Request for Reimbursement.

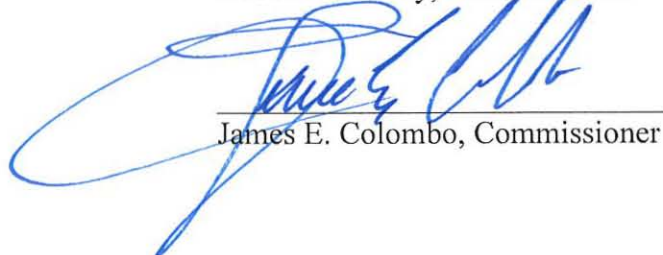
Documentation pertaining to the WVDCJS Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

M/3567

Mark Rhodes  
WOOD COUNTY 01/05/2017 09:53:39 AM  
Instrument No 8733755  
Date Recorded 01/05/2017  
Document Type CCO  
Pages Recorded 1  
Book-Page 72-511

JANUARY 12, 2017

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
A REDUCTION IN THE CAP FOR THE INNOVATIVE  
PROGRAMMING CAP (NUNC PRO TUNC JANUARY 5,  
2017)

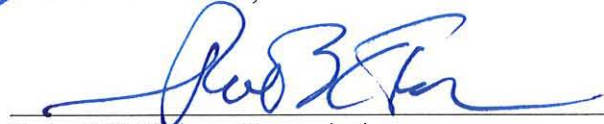
**ORDER**

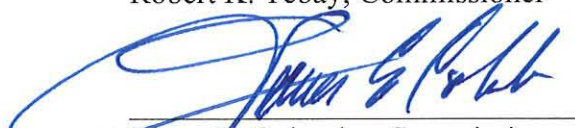
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay, and made unanimous by James E. Colombo, did hereby AUTHORIZE a reduction in the cap amount to be awarded from five thousand dollars and zero cents (\$5,000.00) to three thousand dollars and zero cents (\$3,000.00). Said reduction is upon the request of Mark Lewis, Director of the Greater Parkersburg Convention and Visitors Bureau (CVB).

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

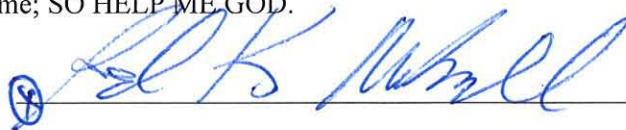
M/3565 nunc pro tunc

Mark Rhodes  
WOOD County 10:53:18 AM  
Instrument No 8735238  
Date Recorded 01/12/2017  
Document Type DD  
Pages Recorded 1  
Book-Page 72-557

STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO -WIT:

I, PAUL K. "KIM" MARSHALL, 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 WOOD COUNTY SURVEYOR 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.

A handwritten signature in blue ink, appearing to read "PK Marshall", written over a horizontal line.

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 5th day  
of January, 2017.

A large, stylized handwritten signature in blue ink, written over a horizontal line.

County Commission of Wood County

Mark Rhodes  
WOOD County 08:36:57 AM  
Instrument No 8733748  
Date Recorded 01/05/2017  
Document Type CJD  
Pages Recorded 1  
Book-Page 72-504

STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO -WIT:

I, ZACHARIAH WALKER, 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 WOOD COUNTY DEPUTY SHERIFF 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 3<sup>rd</sup> day  
of January, 2017



County Commission of Wood County

Mark Rhodes  
WOOD County 08:33:02 AM  
Instrument No 8733744  
Date Recorded 01/05/2017  
Document Type CPD  
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STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO -WIT:

I, JEREMY WOLFE, 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 WOOD COUNTY ASSISTANT PROSECUTING ATTORNEY 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 3 day  
of January, 2018.

Mark Rhodes

County Commission of Wood County

Mark Rhodes  
WOOD County 08:35:07 AM  
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