

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

#1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
MONDAY, JUNE 25, 2018

PRESENT: DAVID BLAIR COUCH, PRESIDENT  
JAMES COLOMBO, COMMISSIONER

ABSENT: ROBERT K. TEBAY, COMMISSIONER (TRAINING)

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 duly made, seconded and passed, approved minutes of June 11 and 14, 2018.

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., the County Commission presented Family Court Judge, Darrin Tallman, the Spirit of Wood County Award.

At 9:35 A.M., the County Commission considered a petition to close a portion of Russell Avenue in Williams taxing district. Due to a potential conflict with a deed, the County Commission rescheduled the hearing for Monday, July 9, 2018 at 9:30 A.M. (Order M/3937)

At 9:55 A.M., students from the Civil Leaders Academy class met with the County Commission to observe them and find out what they do.

At 10:01 A.M., the County Commission met with Lindsey Piersol from the Wood County Development Authority. She requested they approve a Resolution to support an Industrial Access Road Grant for Ohio Valley Water Resources.

At 10:21 A.M., the County Commission met with Rick Woodyard, E-911 Director. He requested the County Commission approve the County assuming control of an emergency response vehicle from the State. Mr. Woodyard further asked the County to extend a lease at the rate of \$5,000.00 per year with the cost to be split between Wood and Wirt Counties. The County Commission verbally agreed to allow him to continue the existing lease. Mr. Woodyard further informed the Commission that he has been contacted to attend a meeting in Charleston regarding SB625 that would place Volunteer Fire Departments in the County under the responsibility of the County Commission.

At 10:46 A.M., the County Commission, upon a motion duly made, seconded and passed, placed Larry McCallister in nomination for reappointment to the WV Little Kanawha River Parkway Authority. (Order A/1995)

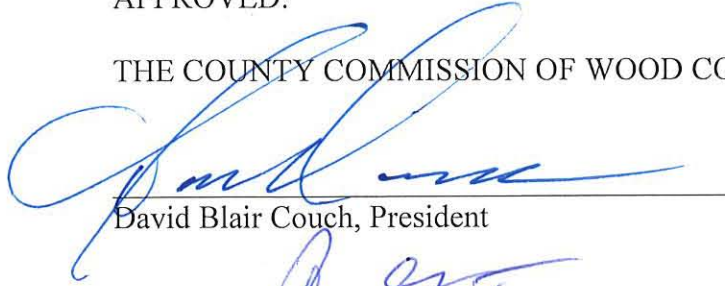
#### **ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/1995, M/3937

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:53 A.M.

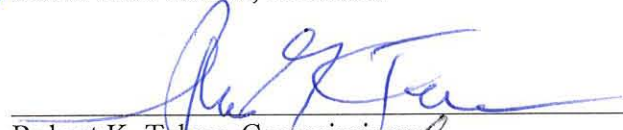
APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



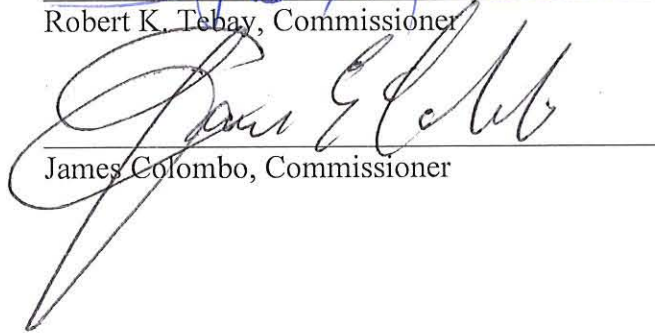
A blue ink signature of David Blair Couch, written in a cursive style, positioned above a horizontal line.

David Blair Couch, President



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

Robert K. Tebay, Commissioner



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

James Colombo, Commissioner

To listen to this meeting, please refer to DVD labeled June 25, 2018.

Wood County Commission Meeting  
Held June 25, 2018

**Please Print**

1.	Darren Tallman
2.	Rick Woodyards
3.	Margaret Pool
4.	James R Sims
5.	Lindsey Piersol
6.	
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20.	



Wood County Commission  
Agenda

6/25/2018

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Consider Petition to close a portion of Russell Avenue in Williams Taxing District	
9:45 A.M.	Consider Industrial Access Road Grant - Ohio Valley Water Resources	Lindsey Piersol, Wood County Development Authority
	Consider putting Larry McCallister in nomination for reappointment to the WV Little Kanawha River Parkway Authority	
	Regional Response vehicle and Limestone Tower Site	Rick Woodyard, E-911 Director
	Administrator's Office	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, 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

JUNE 25, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PUT LARRY MCCALLISTER IN  
NOMINATION FOR APPOINTMENT TO THE WEST VIRGINIA  
LITTLE KANAWHA RIVER PARKWAY AUTHORITY.

**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, placed Larry McCallister in nomination for reappointment to the West Virginia Little Kanawha River Parkway Authority. The new term will expire June 30, 2022.

APPROVED:

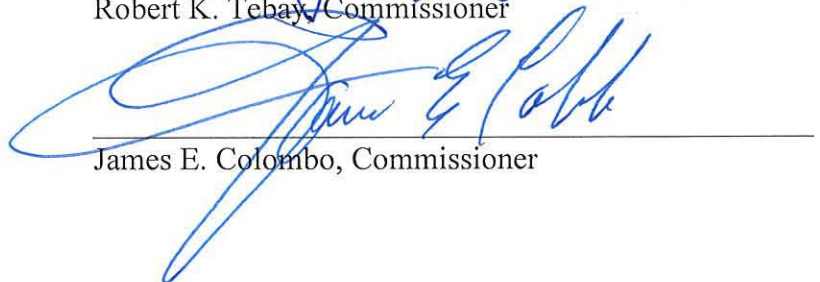
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/1995

Mark Rhodes  
WOOD COUNTY 11:26:14 AM  
Instrument No 8731857  
Date Recorded 06/25/2018  
Document Type CDO  
Pages Recorded 1  
Book-Page 75-5

JUNE 25, 2018

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

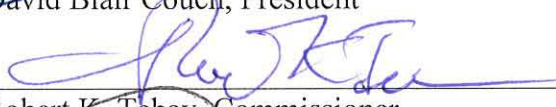
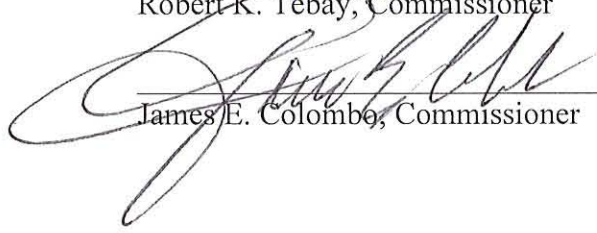
IN RE: THE COUNTY COMMISSION AUTHORIZED A  
CONTINUATION OF A HEARING

**ORDER**

On this date, 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, did hereby AUTHORIZE the continuation of a hearing to consider a petition to close a portion of Russell Avenue in Williams Taxing District. Said hearing will be held by the commission on Monday, July 9, 2018 at 9:30 A.M. in Room 203 of The Wood County Courthouse.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President  
\_\_\_\_\_  
Robert K. Tebay, Commissioner  
\_\_\_\_\_  
James E. Colombo, Commissioner

M/3937

Mark Rhodes  
WOOD County 11:27:54 AM  
Instrument No 8791859  
Date Recorded 06/25/2018  
Document Type CDD  
Pages Recorded 1  
Book-Page 75-5



STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO -WIT:

I, Tasha Hewitt, 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 the Deputy Sheriff for the Wood County Sheriff'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.

Tasha L Hewitt

Subscribed and sworn to, before the County Commission of Wood County, West Virginia, this  
25th day of June, 2018.

[Signature]  
County Commission of Wood County



Mark Rhodes  
Wood County 11:18:41 AM  
Instrument No 8791852  
Date Recorded 06/25/2018  
Document Type CDO  
Pages Recorded 1  
Book-Page 75-5



WOOD COUNTY SHERIFF'S OFFICE

Steve Stephens, Sheriff

Robert G. Sims, Chief Deputy

TO: Wood County Finance

FROM: Sheriff Steve Stephens

DATE: June 25, 2018

REF: New Hire - Hewitt

**RECEIVED**

JUN 26 2018

**COUNTY  
ADMINISTRATOR**

Tasha Lee Hewitt will begin work as a deputy today, June 25, 2018. She will be full time with full benefits. Her semi-monthly salary will be \$1,420.96 during her one year probationary period. A copy of the signed request to hire by the Wood County Commission is attached. Ms. Hewitt will also receive the one time pay adjustment of \$2000.00 on the June 30<sup>th</sup> pay.

Mark Rhodes  
WOOD County 11:20:47 AM  
Instrument No 1853  
Date Recorded 6/25/2018  
Document Type  
Pages Recorded  
Book-Page



WOOD COUNTY SHERIFF'S OFFICE

Steve Stephens, Sheriff

Robert G. Sims, Chief Deputy

TO: Wood County Commission

FROM: Sheriff Steve Stephens

DATE: June 21, 2018

REF: Myers Retirement

Lee Myers has submitted her resignation effective June 30, 2018. Ms. Myers has been with the Wood County Sheriff's Office for 34 years and has served in several different capacities in the former Wood County Jail and the current Wood County Holding Center.

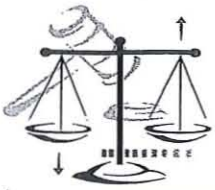
Ms. Myers is to be paid for 218.75 hours of accumulated vacation. She also has 475 hours of sick time to be used toward her retirement.

RECEIVED

JUN 22 2018

County Administrator

Mark Rhodes  
WOOD County 11:16:53 AM  
Instrument No 8001851  
Date Recorded 6/25/2018  
Document Type O  
Pages Recorded 7  
Book-Page 7



## MID-OHIO VALLEY DAY REPORT CENTER

Wood County Office: 1531 Garfield Ave, Parkersburg, WV 26101

**304-422-8570 \* Fax: 304-422-8579**

To: Wood County Commission  
From: Hernando Escandón, DRC Director *HE*  
Date: 6/25/18  
Re: Wood County DRC Request to Reclassify

Please regard this notice as my request to reclassify Wendy Smith from full-time Roane County Case Manager/Counselor to full-time Jackson County Site Coordinator. In this capacity, her salary should be modified to \$36,000.00. If this reclassification is approved, it should take effect on 7/2/18.

This reclassification is necessary in order to fill the vacancy created by Jeannette Easthom's resignation from the Site Coordinator position, which took effect on 6/1/18. If this request is approved, Ms. Smith's current duties in Roane County can be temporarily divided among the other employees at that site.

It is my hope that you will act on this request as quickly as possible. I will be happy to provide any other information related to this matter which you might deem necessary in order to make an informed decision on this matter.

**RECEIVED**

JUN 26 2018

County Administrator

Mark Rhodes  
WOOD County 11:24:15 AM  
Instrument No 8791854  
Date Recorded 06/25/2018  
Document Type 030  
Pages Recorded 1  
Book-Page 75-5



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6930	ADAMSHER	ADAMS SHERRY L.	REGULAR	06/19/2018	319.41	
6931	ALCOHOLMONIT	ALCOHOL MONITORING SYSTEMS	REGULAR	06/19/2018	151.75	
6932	DIV CRIMI	DIVISION OF JUSTICE AND COMMUNITY SERVICES	REGULAR	06/19/2018	42.00	
6933	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	06/19/2018	23.37	
6934	LANCE	PHYLISS LANCE	REGULAR	06/19/2018	550.00	
6935	OLD COLONY J	OLD COLONY REALTORS	REGULAR	06/19/2018	1100.00	
6936	PUBLICHEALTH	PUBLIC HEALTH MANAGEMENT CORPORATION	REGULAR	06/19/2018	299.00	
6937	RUNYON	RUNYON LOCK SERVICE	REGULAR	06/19/2018	8.00	
6938	SUDDENLINK	SUDDENLINK	REGULAR	06/19/2018	712.38	
6939	TYLER	TYLER MOUNTAIN WATER CO INC	REGULAR	06/19/2018	25.95	
6940	VERIZONW	VERIZON WIRELESS	REGULAR	06/19/2018	1249.71	

**COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals**

4,461.57

**Report Totals**

89,167.45

*RKJ*

*[Signature]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
345	UNITED B	UNITED BANK	REGULAR	06/15/2018	81,160.00	

SPECIAL BLDG FUND Bank Id 244 Totals

81,160.00

Report Totals

81,160.00

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
688	BAILEY IN	BILL BAILEY INSURANCE AGENCY	REGULAR	06/14/2018	5,038.42	
689	CLAYWOOD	CLAYWOOD PARK PUBLIC SERVICE DIST	REGULAR	06/14/2018	29.19	
690	DEAN'S	DEAN'S SCREENS INK	REGULAR	06/14/2018	54.84	
691	DOMINIONH	DOMINION HOPE	REGULAR	06/14/2018	216.32	
692	FINLEY FI	FINLEY FIRE EQUIPMENT	REGULAR	06/14/2018	2,900.00	
693	IEH	IEH AUTO PARTS LLC	REGULAR	06/14/2018	401.76	
694	KAESER	KAESER & BLAIR INC	REGULAR	06/14/2018	2,264.47	
695	MAHONE TI	MAHONE TIRE CO	REGULAR	06/14/2018	2,926.82	
696	MATHENY M	MATHENY MOTOR TRUCK CO	REGULAR	06/14/2018	1,541.78	
697	MINI	MINI-GIANTS, INC	REGULAR	06/14/2018	753.35	
698	MONPOWER	MON POWER	REGULAR	06/14/2018	413.47	
699	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	06/14/2018	148.36	
700	O'REILLY	O'REILLY AUTO PARTS	REGULAR	06/14/2018	251.70	
701	PIGGLY	PLUM ST PIGGLY WIGGLY	REGULAR	06/14/2018	235.05	
702	UNION WIL	UNION WILLIAMS PUBLIC SE	REGULAR	06/14/2018	231.42	
703	VISA TAMPA	VISA	REGULAR	06/14/2018	557.71	
704	WASTE M	WASTE MANAGEMENT OF WV INC	REGULAR	06/14/2018	38.56	
705	WVSFA	WV STATE FIREMANS ASSOCIATION	REGULAR	06/14/2018	100.00	

**FIRE SERVICE FEE Bank Id 120 Totals**

18,103.22

**Report Totals**

18,103.22



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1253	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	06/14/2018	10.00	

DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals 10.00

Report Totals 10.00





# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2614	HRA	WESBANCO INSURANCE SERVICES	REGULAR	06/22/2018	1,008.00	

GENERAL FUND Bank Id 101 Totals 1,008.00

Report Totals 1,008.00



## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7157	AT&T MOBILE	AT&T MOBILITY	REGULAR	06/19/2018	339.06	
7158	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	06/19/2018	709.73	
7159	IN-SYNCH	IN-SYNCH SYSTEMS	REGULAR	06/19/2018	390.00	
7160	MEDEXPRESS	MEDEXPRESS URGENT CARE INC WV	REGULAR	06/19/2018	80.00	
7161	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	06/19/2018	152.98	
E-911 FUND Bank Id 107 Totals					1,671.77	

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# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2613	DENTAL	RENAISSANCE	REGULAR	06/19/2018	971.79	
166030	AAP	ADVANCE AUTO PARTS	REGULAR	06/19/2018	386.73	
166031	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	06/19/2018	10,069.63	
166032	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	06/19/2018	26.00	
166033	HUMANE SO	HUMANE SOCIETY	REGULAR	06/19/2018	22,583.33	
166034	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	06/19/2018	577.34	
166035	KAPLAN	KIM KAPLAN	REGULAR	06/19/2018	496.87	
166036	MID-OHIOVRA	MID-OHIO VALLEY REGIONAL AIRPORT	REGULAR	06/19/2018	850.00	
166037	MIDOHIOWORK	MID-OHIO VALLEY WORK CAMP	REGULAR	06/19/2018	10,000.00	
166038	ODEPOT	OFFICE DEPOT	REGULAR	06/19/2018	61.18	
166039	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	06/19/2018	10,383.67	
166040	P-WRECKER	PARKERSBURG WRECKER SERVICE	REGULAR	06/19/2018	80.00	
166041	RESULT R	RESULTS RADIO	REGULAR	06/19/2018	450.00	
166042	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	06/19/2018	981.00	
166043	ROCKYTOW	ROCKYS TOWING	REGULAR	06/19/2018	35.00	
166044	STATE TAX	STATE TAX DEPARTMENT PROPERTY TAX DIV	REGULAR	06/19/2018	23,148.87	
166045	SUDDENLINK	SUDDENLINK	REGULAR	06/19/2018	137.20	
166046	VENSEL	ANITA VENSEL	REGULAR	06/19/2018	182.50	
166047	VERIZONW	VERIZON WIRELESS	REGULAR	06/19/2018	368.84	
166048	WOOFER A	ANDREW C. WOOFER, III	REGULAR	06/19/2018	370.00	

**GENERAL FUND Bank Id 101 Totals**

**82,159.95**

## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
706	DOMINIONH	DOMINION HOPE	REGULAR	06/22/2018	147.00	
707	FINLEY FI	FINLEY FIRE EQUIPMENT	REGULAR	06/22/2018	6,969.28	
708	MATHENY M	MATHENY MOTOR TRUCK CO	REGULAR	06/22/2018	1,643.71	
709	MONPOWER	MON POWER	REGULAR	06/22/2018	120.26	

FIRE SERVICE FEE Bank Id 120 Totals

8,880.25

Report Totals

8,880.25

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