

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

319 MARKET STREET  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, OCTOBER 22, 2020

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

ABSENT: 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 9:38 A.M., the County Commission approved a Proclamation for Washington Bottom Sestercentennial.

At 9:39 A.M., the County Commission interviewed Jennifer Carpenter to be a candidate for the Parkersburg/Wood County Public Library. The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and passed, announced the vacancy and placed Ms. Carpenter in nomination. (Order2301)

At 10:04 A.M., the County Commission adjourned to visit the property of James Tennant at 17 Smitherman Road.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/2301

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



\_\_\_\_\_

David Blair Couch, President



\_\_\_\_\_

Robert K. Tebay, Commissioner



\_\_\_\_\_

James Colombo, Commissioner

Wood County Commission Meeting  
Held October 22, 2020

**Please Print**

1.	Brian Raitz
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Wood County Commission  
Agenda

10/22/2020

9:30 A.M.

1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Consider Proclamation for Washington Bottom Sestercentennial	
	Interview Parkersburg/Wood County Library Board Candidate Jennifer Carpenter	
10:00 A.M.	Visit James Tennant property – 17 Smitherman Road	
	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, 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 22, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A VACANCY EXISTS ON THE PARKERSBURG/WOOD COUNTY PUBLIC LIBRARY BOARD. THEY PLACED JENNIFER CARPENTER IN NOMINATION.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and passed, announced that a vacancy exists on the Parkersburg/Wood County Public Library Board. Said vacancy is due to the fact that Kaitlyn McKittrick will be moving.

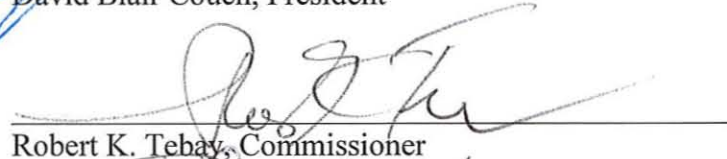
Upon a motion made by David Blair Couch, seconded by Robert K. Tebay and passed, the County Commission placed Jennifer Carpenter in nomination.

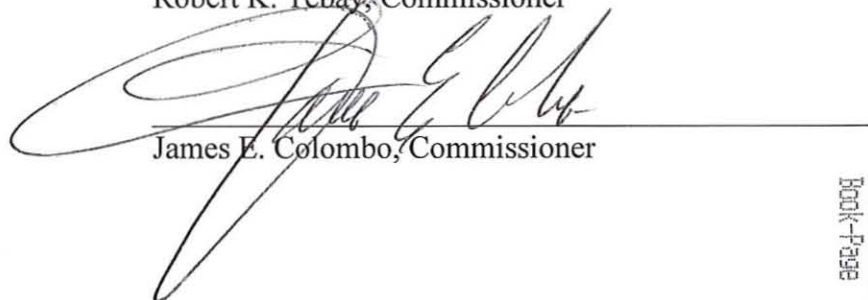
The unexpired term will expire June 30, 2022.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

A/2301

WOOD COUNTY 10/22/2020 02:33:46 PM  
Instrument No 88226545  
Date Recorded 10/22/2020  
Document Type 000  
Pages Recorded 1  
Book-Page 75-110  
Mark Rhodes

**Wood County Commission  
Fire Service Fee  
Erroneous Assessment Application**

Ticket # **15998**  
Customer Name **STEPHENS JOSEPH P**  
Customer # **15167**  
Tax Year **2020**

Upon the request of **STEPHENS JOSEPH P**  
customer  
whose address is **1524 LAKE HILLS DR PARKERSBURG, WV 26101**  
is aggrieved by an erroneous assessment in District # **03**  
Map # **113 0012** in the County of Wood for the **2020** tax year.

The County Commission therefore orders that said property owner be hereby exonerated from the said erroneous assessment from the payment of the said fee so assessed in the **2020** tax year.

The exoneration is based on the following information:  
**DUE TO ...THERE HAS NOT BEEN A STRUCTURE FOR OVER 2 YEARS.**

Ticket 15998: \$0

Original ticket amount \$ 12.00  
Less amount exonerated \$ 12.00  
Adjusted amount due \$ 0

	<u>10/14/20</u>	
Wood County Fire Service Board President	Date	
		
Commissioner	County Commission President	Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse Of said county, The County Commission did approve this exoneration on October 22, 2020.



WOOD COUNTY FIRE SERVICE BOARD • FIRE FEE

PO BOX 2005 • Parkersburg, WV 26102 • Phone: (304) 424-1991

STEPHENS JOSEPH P

1524 LAKE HILLS DR  
PARKERSBURG, WV 26101



Customer #: 15167

FIRE FEE INVOICE FOR 2020

TICKET	DISTRICT/MAP/PARCEL	LOCATION	SQ FT	AMOUNT
15998	03 113 0012 0000 0000	1820 CLUB DR	600	12.00

TO AVOID INTEREST, PLEASE PAY BY:  
APRIL 15, 2020

Total: \$12.00  
 Delinquent Interest Accrued: \$0.96  
**TOTAL AMOUNT DUE: \$12.96**

Due after August 15, 2020: \$13.20  
 Due after September 15, 2020: \$13.44  
 Due after October 15, 2020: \$13.68  
 Due after November 15, 2020: \$13.92

*Has not been  
 a structure  
 for over 2 years  
 Exon.*

*\$0*

METHODS OF PAYMENT: CHECK, MONEY ORDER, OR CASH  
 WE DO NOT ACCEPT CREDIT OR DEBIT CARDS  
 BY MAIL AT PO BOX 2005, PARKERSBURG, WV 26102  
 IN PERSON M-F 8:30-4:30, COUNTY TAX OFFICE 319 MARKET ST PARKERSBURG  
 DRIVE THRU & DROP BOX IN ALLEY BEHIND TAX OFFICE  
 (include bottom of bill with payment)

RETURN THIS PORTION WITH YOUR 2020 PAYMENT

MAIL PAYMENTS TO:

WOOD CO. FIRE BOARD  
 PO BOX 2005  
 PARKERSBURG, WV 26102



Customer #: 15167

MAKE CHECKS PAYABLE TO:  
WOOD COUNTY FIRE SERVICE BOARD

TOTAL AMOUNT DUE: **\$12.96**

DONATION (Optional) \$ \_\_\_\_\_

TOTAL PAYMENT AMOUNT ENCLOSED \$ \_\_\_\_\_

CHECK # \_\_\_\_\_

STEPHENS JOSEPH P

1524 LAKE HILLS DR  
PARKERSBURG, WV 26101

MAILING  
ADDRESS  
CHANGES: \_\_\_\_\_

Mark Rhodes  
 WOOD County 02:36:28 PM  
 Instrument No 98226545  
 Date Recorded 10/22/2020  
 Payment Type 030  
 Pages Recorded 2  
 75-110  
 Check-Page



**Wood County Commission  
Fire Service Fee  
Erroneous Assessment Application**

Ticket # 9767  
Customer Name LINGER JAMES F  
Customer # 9253  
Tax Year 2020

Upon the request of LINGER JAMES F  
customer  
whose address 334 RAINTREE RD PARKERSBURG WV 26104  
is  
aggrieved by an erroneous assessment in District # 01  
Map # 180 0100 in the County of Wood for the 2020 tax year.

The County Commission therefore orders that said property owner be hereby exonerated from the said erroneous assessment from the payment of the said fee so assessed in the 2020 tax year.

The exoneration is based on the following information:  
**DUE TO ...THIS WAS A CABIN THAT BURNED DOWN IN PREVIOUS YEARS.**

Ticket 9767: \$0

Original ticket amount \$ 12.54  
Less amount exonerated \$ 12.54  
Adjusted amount due \$ 0

 _____ Wood County Fire Service Board President	<u>10/14/20</u> _____ Date
 _____ Commissioner	 _____ County Commission President
	 _____ Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse  
Of said county, The County Commission did approve this exoneration on October 22, 2020

By: Aleshia Ryan



WOOD COUNTY FIRE SERVICE BOARD • FIRE FEE

PO BOX 2005 • Parkersburg, WV 26102 • Phone: (304) 424-1991

FIRE FEE INVOICE FOR 2020



Customer #: 9253

LINGER JAMES F
334 RAINTREE RD
PARKERSBURG, WV 26104

Table with 5 columns: TICKET, DISTRICT/MAP/PARCEL, LOCATION, SQ FT, AMOUNT. Row 1: 9767, 01 180 0100 0000 0000, 261 HAPPY VALLEY, 560, 11.20

TO AVOID INTEREST, PLEASE PAY BY:
APRIL 15, 2020

Handwritten notes: 304-494-0110, Cabin burned down, \$0

Total: \$11.20
Delinquent Interest Accrued: \$1.34
TOTAL AMOUNT DUE: \$12.54
Due after October 15, 2020: \$12.77
Due after November 15, 2020: \$12.99
Due after December 15, 2020: \$13.22
Due after January 15, 2021: \$13.44

METHODS OF PAYMENT: CHECK, MONEY ORDER, OR CASH
WE DO NOT ACCEPT CREDIT OR DEBIT CARDS
BY MAIL AT PO BOX 2005, PARKERSBURG, WV 26102
IN PERSON M-F 8:30-4:30, COUNTY TAX OFFICE 319 MARKET ST PARKERSBURG
DRIVE THRU & DROP BOX IN ALLEY BEHIND TAX OFFICE
(include bottom of bill with payment)

RETURN THIS PORTION WITH YOUR 2020 PAYMENT

MAIL PAYMENTS TO:

WOOD CO. FIRE BOARD
PO BOX 2005
PARKERSBURG, WV 26102



Customer #: 9253

MAKE CHECKS PAYABLE TO:
WOOD COUNTY FIRE SERVICE BOARD

TOTAL AMOUNT DUE: \$12.54

DONATION (Optional) \$

TOTAL PAYMENT AMOUNT ENCLOSED \$

CHECK #

MAILING ADDRESS CHANGES:

LINGER JAMES F
334 RAINTREE RD
PARKERSBURG, WV 26104

Vertical stamp: Mark Rhodes, WOOD County 02:37:46 PM, Instrument No 88224561, File Recorded 10/22/2020, Attachment Type 000, Attachment 2, 75-110

**Wood County Commission  
Fire Service Fee  
Erroneous Assessment Application**

Ticket # 653  
Customer Name BAILEY JAMES H  
Customer # 629  
Tax Year 2020

Upon the request of James & Linda Bailey  
customer  
whose address 1516 27<sup>th</sup> st Vienna, WV 26105  
is  
aggrieved by an erroneous assessment in District # 11  
Map # 580 000H in the County of Wood for the 2020 tax year.

The County Commission therefore orders that said property owner be hereby exonerated from the said erroneous assessment from the payment of the said fee so assessed in the 2020 tax year.

The exoneration is based on the following information:  
**DUE TO ...THIS WAS REMOVED FROM PROPERTY PER ASSESSORS NOTES.**

Ticket 653: \$0

Original ticket amount \$ 21.50  
Less amount exonerated \$ 21.50  
Adjusted amount due \$ 0

  
\_\_\_\_\_  
Wood County Fire Service Board President

10/14/20  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
County Commission President

  
\_\_\_\_\_  
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse  
Of said county, The County Commission did approve this exoneration on October 22, 2020.

By: Aleshia Ryan



WOOD COUNTY FIRE SERVICE BOARD • FIRE FEE

PO BOX 2005 • Parkersburg, WV 26102 • Phone: (304) 424-1991

FIRE FEE INVOICE FOR 2020



Customer #: 629

BAILEY JAMES H
BAILEY LINDA K
1516 27TH ST
VIENNA, WV 26105

Table with 5 columns: TICKET, DISTRICT/MAP/PARCEL, LOCATION, SQ FT, AMOUNT. Row 1: 653, 11 580 000H 0000 0000, 45 OAK GROVE RD, 960, 19.20

TO AVOID INTEREST, PLEASE PAY BY:
APRIL 15, 2020

Total: \$19.20
Delinquent Interest Accrued: \$2.30
TOTAL AMOUNT DUE: \$21.50

Due after October 15, 2020: \$21.89
Due after November 15, 2020: \$22.27
Due after December 15, 2020: \$22.66
Due after January 15, 2021: \$23.04

ex m for \$0

METHODS OF PAYMENT: CHECK, MONEY ORDER, OR CASH
WE DO NOT ACCEPT CREDIT OR DEBIT CARDS
BY MAIL AT PO BOX 2005, PARKERSBURG, WV 26102
IN PERSON M-F 8:30-4:30, COUNTY TAX OFFICE 319 MARKET ST PARKERSBURG
DRIVE THRU & DROP BOX IN ALLEY BEHIND TAX OFFICE
(include bottom of bill with payment)

RETURN THIS PORTION WITH YOUR 2020 PAYMENT

MAIL PAYMENTS TO:

WOOD CO. FIRE BOARD
PO BOX 2005
PARKERSBURG, WV 26102



Customer #: 629

MAKE CHECKS PAYABLE TO:
WOOD COUNTY FIRE SERVICE BOARD

TOTAL AMOUNT DUE: \$21.50

DONATION (Optional) \$

TOTAL PAYMENT AMOUNT ENCLOSED \$

CHECK #

MAILING ADDRESS CHANGES:

BAILEY JAMES H
BAILEY LINDA K
1516 27TH ST
VIENNA, WV 26105

Mark Rhodes
WOOD County 02:38:45 PM
Instrument No. 88226553
e Recorded 10/22/2020
Document Type: 000
Check-Page 2
75-110

# Wood County Commission Fire Service Fee Erroneous Assessment Application

Ticket # 2803  
Customer Name CARVELL JAMES A  
Customer # 2658  
Tax Year 2020

Upon the request of JAMES CARVELL  
customer

whose address 342 BLENNERHASSETT HTS WASHINGTON, WV 26181  
is

aggrieved by an erroneous assessment in District # 03  
Map # 60 0005 in the County of Wood for the 2020 tax year.

The County Commission therefore orders that said property owner be hereby exonerated from the said erroneous assessment from the payment of the said fee so assessed in the 2020 tax year.

The exoneration is based on the following information:

**DUE TO ...THIS IS AN OLD HOME THAT IS NOT LIVABLE AND USED FOR STORAGE.**

Ticket 2803: \$5

Original ticket amount \$ 33.96  
Less amount exonerated \$ 28.96  
Adjusted amount due \$ 5

Wood County Fire Service Board President

10/14/20

Date

  
Commissioner  
County Commission President  
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse Of said county, The County Commission did approve this exoneration on October 22, 2020

By: Aleshia Ryan



WOOD COUNTY FIRE SERVICE BOARD • FIRE FEE

PO BOX 2005 • Parkersburg, WV 26102 • Phone: (304) 424-1991

FIRE FEE INVOICE FOR 2020



Customer #: 2658

CARVELL JAMES A
CARVELL LAURA J
342 BLENNERHASSETT HTS
WASHINGTON, WV 261818376

Table with 5 columns: TICKET, DISTRICT/MAP/PARCEL, LOCATION, SQ FT, AMOUNT. Row 1: 2803, 03 60 000S 0000 0000, 342 BLENNERHASSETT HTS RD, 1266, 30.32

TO AVOID INTEREST, PLEASE PAY BY:
APRIL 15, 2020

Total: \$30.32
Delinquent Interest Accrued: \$3.64
TOTAL AMOUNT DUE: \$33.96

Due after October 15, 2020: \$34.56
Due after November 15, 2020: \$35.17
Due after December 15, 2020: \$35.78
Due after January 15, 2021: \$36.38

\$5
Old home used for
Storage, not livable

METHODS OF PAYMENT: CHECK, MONEY ORDER, OR CASH
WE DO NOT ACCEPT CREDIT OR DEBIT CARDS
BY MAIL AT PO BOX 2005, PARKERSBURG, WV 26102
IN PERSON M-F 8:30-4:30, COUNTY TAX OFFICE 319 MARKET ST PARKERSBURG
DRIVE THRU & DROP BOX IN ALLEY BEHIND TAX OFFICE
(include bottom of bill with payment)

RETURN THIS PORTION WITH YOUR 2020 PAYMENT

MAIL PAYMENTS TO:

WOOD CO. FIRE BOARD
PO BOX 2005
PARKERSBURG, WV 26102



Customer #: 2658

MAKE CHECKS PAYABLE TO:
WOOD COUNTY FIRE SERVICE BOARD

TOTAL AMOUNT DUE: \$33.96

DONATION (Optional) \$

TOTAL PAYMENT AMOUNT ENCLOSED \$

CHECK #

MAILING
ADDRESS
CHANGES:

CARVELL JAMES A
CARVELL LAURA J
342 BLENNERHASSETT HTS
WASHINGTON, WV 261818376

Vertical stamp: Mark Rhodes, WOOD County 02:39:39 PM, Instrument No 88226554, Date Recorded 10/22/2020, Amount Type 000, Record 2, 75-110, Book-Page

**Wood County Commission  
Fire Service Fee  
Erroneous Assessment Application**

Ticket # 20962  
Customer Name STEWART LARRY G  
Customer # 19819  
Tax Year 2020

Upon the request of STEWART LARRY G  
customer  
whose address 877 WOLFE RUN RD ROCKPORT WV 26169  
is  
aggrieved by an erroneous assessment in District # 07  
Map # 340 000G in the County of Wood for the 2020 tax year.

The County Commission therefore orders that said property owner be hereby exonerated from the  
said erroneous assessment from the payment of the said fee so assessed in the 2020 tax year.

The exoneration is based on the following information:

**DUE TO ...THERE WAS A BUILDING ADDED TO THE TOTAL AMOUNT OWED. THERE IS NO BUILDING  
ON PROPERTY.**

Ticket 20962: \$18.48

Original ticket amount \$ 23.48  
Less amount exonerated \$ 5  
Adjusted amount due \$ 18.48

 _____ Wood County Fire Service Board President	 _____ County Commission President	<u>10/14/20</u> _____ Date
 _____ Commissioner		 _____ Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse  
Of said county, The County Commission did approve this exoneration on October 22, 2020.



WOOD COUNTY FIRE SERVICE BOARD • FIRE FEE

PO BOX 2005 • Parkersburg, WV 26102 • Phone: (304) 424-1991

STEWART LARRY G  
STEWART ELLEN A  
  
877 WOLFE RUN RD  
ROCKPORT, WV 26169



Customer #: 19819

FIRE FEE INVOICE FOR 2020

TICKET	DISTRICT/MAP/PARCEL	LOCATION	SQ FT	AMOUNT
20962	07 340 000G 0000 0000 D	853 WOLF RUN ROAD	924	23.48

TO AVOID INTEREST, PLEASE PAY BY:  
APRIL 15, 2020

Total: \$23.48  
Delinquent Interest Accrued: \$1.88  
**TOTAL AMOUNT DUE: \$25.36**

Due after August 15, 2020: \$25.83  
Due after September 15, 2020: \$26.30  
Due after October 15, 2020: \$26.77  
Due after November 15, 2020: \$27.24

304-474-3543

*no building?  
exon \$5 \$18.48 New total*

METHODS OF PAYMENT: CHECK, MONEY ORDER, OR CASH  
WE DO NOT ACCEPT CREDIT OR DEBIT CARDS  
BY MAIL AT PO BOX 2005, PARKERSBURG, WV 26102  
IN PERSON M-F 8:30-4:30, COUNTY TAX OFFICE 319 MARKET ST PARKERSBURG  
DRIVE THRU & DROP BOX IN ALLEY BEHIND TAX OFFICE  
(include bottom of bill with payment)

RETURN THIS PORTION WITH YOUR 2020 PAYMENT

MAIL PAYMENTS TO:

WOOD CO. FIRE BOARD  
PO BOX 2005  
PARKERSBURG, WV 26102



Customer #: 19819

MAKE CHECKS PAYABLE TO:  
WOOD COUNTY FIRE SERVICE BOARD

TOTAL AMOUNT DUE: \$25.36

DONATION (Optional) \$ \_\_\_\_\_

TOTAL PAYMENT AMOUNT ENCLOSED \$ \_\_\_\_\_

CHECK # \_\_\_\_\_

STEWART LARRY G  
STEWART ELLEN A  
  
877 WOLFE RUN RD  
ROCKPORT, WV 26169

MAILING  
ADDRESS  
CHANGES: \_\_\_\_\_

Hark Rhodes  
WOOD County 02:41:04 PM  
Instrument No 88226556  
Date Reported 10/22/2020  
Document Type 030  
Invoices Recorded 2  
75-110