

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

NO 1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF SPECIAL MEETING HELD  
MONDAY, DECEMBER 13, 2021

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.

The County Commission, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, approved the new road name request for KYLE FARM LANE. (Order M/4357)

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M, the County Commission spoke with Roger Hunter, attorney with Bowles Rice, regarding the signing of replacement bonds for the Emerson Commons property. (Order M/4359)

At 9:37 A.M., the County Commission, Wood County Compliance Officer Sarah Robinson met with the commission and requested that they set a hearing for the sale of properties that now belong to the county after they were cleaned up. The commission requested that the sale be set on a commission day.

At 9:39 A.M., the County Commission approved the hiring of Amber Deem as an employee in the 911 Center.

At 9:39 A.M., the County Commission authorized going out to bid on the Happy Valley demolition for the Flood Mitigation Project. (Order M/4358)

At 9:50 A.M., the County Commission authorized the signing of a lease for a new Jackson County location for the Day Report Center.

At 10:30 A.M., the County Commission held an exit interview for the 2019/2020 audit of the county financial statement. Those attending the interview were Jodey Altier with Perry and Associates, Sheriff Rick Woodyard, County Clerk Mark Rhodes, Chief Tax Deputy Denise Schuck, and Amanda Adkins, tax office employee.

Having no scheduled appointments or business to attend to, the County Commission adjourned at 11:08 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

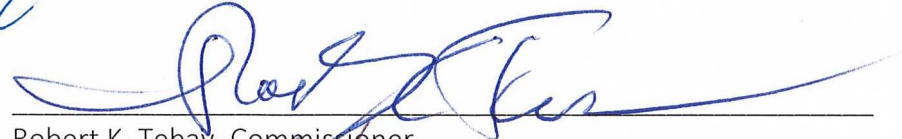
M/4357, M/4358, M/4359

APPROVED:

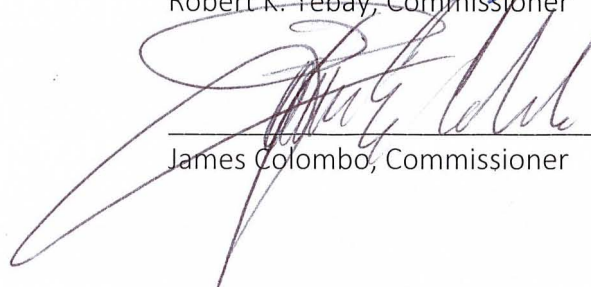
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting  
Held December 13, 2021

**Please Print**

1.	<i>Sarah Robinson</i>
2.	<i>Rachel Kelly</i>
3.	<i>JOSEY J ALTIER</i>
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Wood County Commission  
Agenda

December 13, 2021  
1 Court Square, Room 203  
Parkersburg, WV 26101

9:30 A.M.	Discuss and consider setting date for public auction for county owned properties	Sarah Robinson, Compliance Officer
	Consider Request to Hire Amber Deem – 911 telecommunicator - \$30,485.31/yr	
10:30 A.M.	Exit interview for 2019/2020 county budget	Jodey Altier with Perry & Associates
	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

DECEMBER 13, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ORDERED THAT THE NEW ROAD NAME REQUEST FORM FROM SUSAN STEVENSON BE APPROVED. THE NEW ROAD NAME WILL BE KYLE FARM LANE.

**ORDER**

The County Commission of Wood County was in receipt of a New Road Name Request Form from Susan Stevenson, to name a road to their property KYLE FARM LANE. 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 KYLE FARM LANE is located on the right, off Bull Run Road, Waverly, Union District. The request by Susan Stevenson 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 Susan Stevenson, and the approval from the Wood County E-9-1-1, is in proper form and is hereby ORDERED to be filed.

NOW, THEREFORE, 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, does hereby ORDER that the aforementioned road be named KYLE FARM LANE. The County Commission does further ORDER that a copy of this ORDER, along with the New Road Name

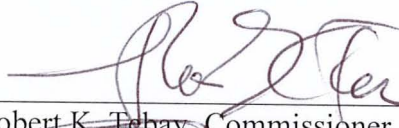
Request Form, be certified by the Clerk of the County Commission for entry in the Office of the Clerk of the County Commission.

APPROVED:

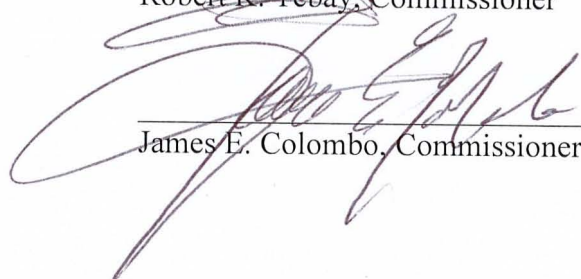
THE COUNTY COMMISSION OF WOOD COUNTY



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



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



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

M/4357

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

New Road Name

Applicant Name: <u>Susan Stevenson</u>		
Applicant Phone #: <u>412 699-8272</u>		
Property Owner Name: <u>Susan Stevenson Carol Remnick</u>		
Current Road Name or Highway Number, if any:		
Tax District: <u>Wood Co.</u>	Tax Map #: <u>410</u>	Parcel #: <u>31</u>
Describe Physical Location: <u>off Bull Run Rd Wavely WV</u>		
List Three Road Name Suggestions: 1 <sup>st</sup> <u>Kyle FARM Lane *</u> 2 <sup>nd</sup> <u>Kyle Homestead Lane</u> 3 <sup>rd</sup> <u>Blessing Lane</u>		
Please prioritize. <u>Bunner FARM Lane</u>		
Signature of Applicant: <u>Susan Stevenson</u>		
OFFICIAL USE ONLY		
Coordinated with the Map Processor:		
Processor Signature: <u>Mark Rhodes</u>	Process Date: <u>12-6-21</u>	
Granted Street Name:	I, MARK RHODES, do hereby CERTIFY that the Document with this stamp affixed is a true copy of <u>County Commission</u> recorded in this office in <u>County Commission</u> Book <u>75</u> Page <u>835</u>	

D-J.B.C.

Place signature, address and telephone number all of the homeowners agreeing to the road name changes. This must be 100% of the residents if less than 10 and 75% if more than 10.

MARK RHODES, WOOD COUNTY CLERK

Signature	Existing Address	Phone #
<u>Susan Stevenson</u>	<u>Verona PA 15147</u> <u>355 Lime Hollow Rd</u>	<u>412 699 8272</u>
<u>Belynda Freeman</u>	<u>5005 County Rd 41, Helena, OH</u>	<u>419-654-2925</u>
<u>Bryce</u>	<u>5005 CR. Rd. 41 Helena OH</u>	<u>419-460-0127</u>
<u>Carol Remnick</u>	<u>336 Lime Hollow Rd Verona PA</u>	<u>412-961-3389</u>
<u>Eric</u>	<u>PO Box 98 Bysville 15147</u>	<u>740-685-3001</u> <u>OH 43723</u>

✓  
✓  
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WOOD COUNTY  
Mark Rhodes, Clerk  
Certification 882732  
12/7/2021 03:04 PM  
COUNTY CLERK



DECEMBER 13, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

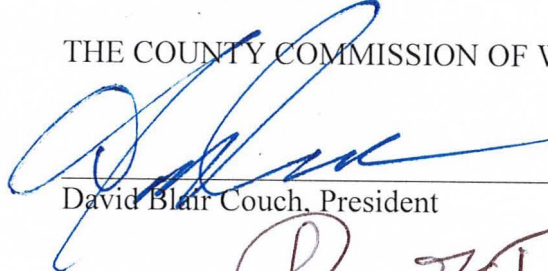
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
THE ADVERTISING FOR DEMOLITION BIDS FOR HAPPY  
VALLEY.

**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 unanimous by Robert K. Tebay, did hereby AUTHORIZE the advertising of bids for demolition of structures in the Happy Valley Flood Mitigation grant program FEMA-DR-4273-WV-0091.

APPROVED:

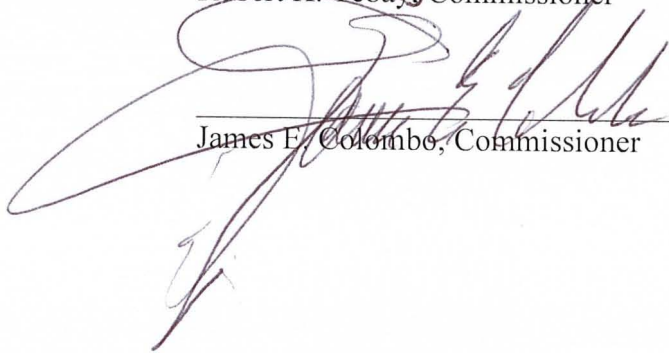
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4358

Wood County  
Mark Rhodes, Clerk  
Instrument 88273982  
12/13/2021 @ 09:20:36 AM  
COUNTY COMMISSION ORDER  
Book 75 @ Page 894  
Pages Recorded 1

DECEMBER 13, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE  
REPLACEMENT BONDS FOR A TIF ZONE.

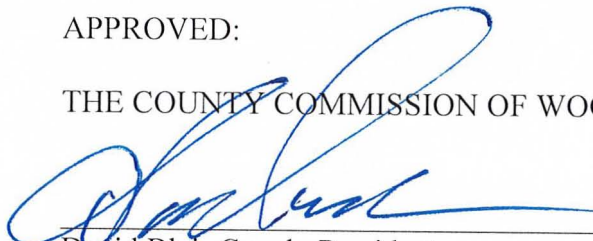
**ORDER**

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay, and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE Replacement Bonds (Nos. R-8 through R-13) for the Emerson Commons TIF Revenue Bond Issue.

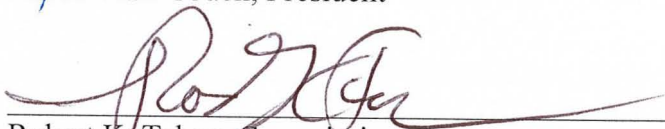
Copies of said Bonds are attached to this Order and should be made a part thereof.

APPROVED:

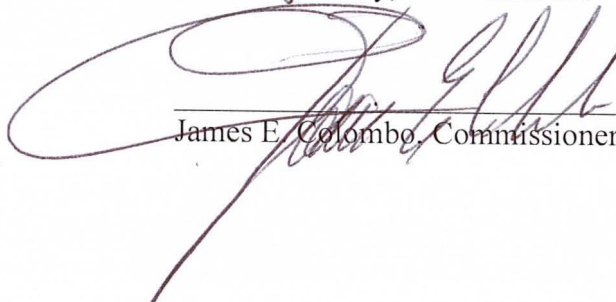
THE COUNTY COMMISSION OF WOOD COUNTY



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



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



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

M/4359

Wood County  
Mark Rhodes, Clerk  
Instrument 88273987  
12/13/2021 @ 09:56:07 AM  
COUNTY COMMISSION ORDER  
Book 75 @ Page 895  
Pages Recorded 1

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3782	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	HAND	12/07/2021	22,899.00	
3783	DENTAL	RENAISSANCE	REGULAR	12/07/2021	445.84	
172920	AAP	ADVANCE AUTO PARTS	REGULAR	12/07/2021	221.40	
172921	ASTORGFORD	ASTORG FORD LINCOLN-MERCURY	REGULAR	12/07/2021	117.38	
172922	BIG A MUF	BIG A MUFFLER	REGULAR	12/07/2021	520.00	
172923	BREWER	BREWER & CO. OF WV, INC.	REGULAR	12/07/2021	1,058.00	
172924	CHAMBER	CHAMBER OF COMMERCE OF THE MID-OHIO VALLEY	REGULAR	12/07/2021	1,300.00	
172925	CRUM G	GWEN CRUM	REGULAR	12/07/2021	54.04	
172926	DOMINIONH	DOMINION HOPE	REGULAR	12/07/2021	2,677.61	
172927	DUNBAR PRINTI	DUNBAR PRINTING AND GRAPHICS	REGULAR	12/07/2021	743.00	
172928	GOLDEN &	GOLDEN & AMOS	REGULAR	12/07/2021	752.00	
172929	HUMANE SO	HUMANE SOCIETY	REGULAR	12/07/2021	22,583.33	
172930	LOWES	LOWE'S COMPANIES, INC.	REGULAR	12/07/2021	173.04	
172931	ODEPOT	OFFICE DEPOT	REGULAR	12/07/2021	759.28	
172932	POLYMER	POLYMER ALLIANCE ZONE INC	REGULAR	12/07/2021	500.00	
172933	RICOH	RICOH USA INC	REGULAR	12/07/2021	237.56	
172934	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	12/07/2021	197.67	
172935	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	12/07/2021	500.00	
172936	USPS	UNITED STATES POSTAL SERVICE	REGULAR	12/07/2021	188.00	
172937	VCA	VCA DUDLEY AVENUE ANIMAL CLINIC	REGULAR	12/07/2021	195.20	
172938	WORKINGMA	WORKINGMAN'S STORE	REGULAR	12/07/2021	125.00	
172939	WV ST AUD	WV STATE AUDITOR	REGULAR	12/07/2021	2,392.00	
<b>GENERAL FUND Bank Id 101 Totals</b>					58,639.35	

Handwritten signature and initials, possibly 'VCA' and 'A', located on the right side of the page.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8244	DONNELLON-SL	DONNELLON MCCARTHY ENTERPRISES	REGULAR	12/07/2021	196.71	
8245	PUREWATER	PURE WATER PARTNERS	REGULAR	12/07/2021	58.00	
8246	SUDDENLINK	SUDDENLINK	REGULAR	12/07/2021	260.77	
E-911 FUND Bank Id 107 Totals					<u>515.48</u>	

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature is cursive and appears to be a name, possibly 'J. [unclear]'. There is also a smaller, less distinct signature or mark above it.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2413	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	12/07/2021	6,219.01	
2414	JDPALATINE	JD PALATINE	REGULAR	12/07/2021	117.00	
2415	LUBECKVFD	LUBECK VFD	REGULAR	12/07/2021	306.24	
2416	MONPOWER	MON POWER	REGULAR	12/07/2021	102.69	
2417	PIP	PERFECT IMPRINTED PRODUCTS	REGULAR	12/07/2021	1,028.35	
<b>FIRE SERVICE FEE Bank Id 120 Totals</b>					<u>7,773.29</u>	

A handwritten signature in black ink, appearing to be 'W. R. ...', is located in the lower right quadrant of the page.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
354	UNITEDBANK	UNITED BANK	REGULAR	12/07/2021	294,272.50	

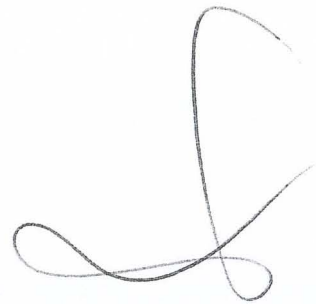
SPECIAL BLDG FUND Bank Id 244 Totals 294,272.50

Report Totals 361,200.62



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1294	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	12/06/2021	1,638.00	
DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals					<u>1,638.00</u>	
Report Totals					<u>1,638.00</u>	



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3781	MONPOWER	MON POWER	REGULAR	12/06/2021	14,545.33	

GENERAL FUND Bank Id 101 Totals 14,545.33

Report Totals 14,545.33

A large, stylized handwritten signature or set of initials, possibly 'WCT', is written in the lower right quadrant of the page.