

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

NO 1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, DECEMBER 16, 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 approved the hiring of Gary Michael Deem and Taleena Giffin as employees in the Wood County Sheriff's Department.

Gary Michael Deem took his oath as Home Confinement Chief.

Taylor Phillips also took her oath as Sergeant for the Wood County Sheriff's Department.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M, the County Commission held a hearing in regard to the Estate of James I. Bell. The Sheriff of Wood County, Administrator of the Estate, asked that claims be disallowed in the Estate. After discussion, the County Commission disallowed the claims. (Probate Order)

At 9:45 A.M., the County Commission held a hearing in regard to the Estate of Candace Jackson. Donald Steven Jackson, Administrator, requested a claim be disallowed in the Estate. After discussion, the County Commission disallowed the claim. (Probate Order)

At 9:55 A.M., the County Commission held a hearing in regard to the Estate of Steven Curfman. Attorney Chip Chandler was present to file an objection to claims. (Attorney Order)

The 10:15 A.M. hearing on the Louzania Honaker Estate was cancelled by the petitioner.

At 10:11 A.M., the County Commission executed an agreement with Fred C. Hess, CPA, for accounting services for the creation of the 2020/2021 fiscal year County Financial Statement. (Order C/102)

At 10:12 A.M., the County Commission reappointed Jeremy Bungard to the Wood County Historic Landmarks Commission. The new term will expire December 31, 2026. (Order M/4360)

At 10:12 A.M., the County Commission reappointed Mark Stewart to the Mineral Wells Public Service District. The new term will expire March 1, 2027. (Order M/4361)

At 10:30 A.M., a hearing was scheduled for the Estate of Alice Pamela Robinson, requesting a claim be disallowed. The Administratrix, Angela Backus, failed to show for said hearing. (Probate Order)

At 11:00 A.M., the County Commission held a hearing in regard to the Estate of Phyllis J. Short. Donna Jean Williams, Executrix, requested that a claim be disallowed. After discussion, the County Commission disallowed the claim. (Probate Order)

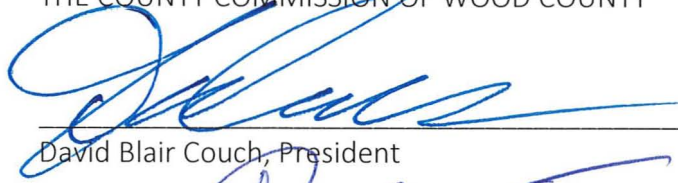
Having no scheduled appointments or business to attend to, the County Commission adjourned at 11:01 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

C/101, C/102, M/4360, M/4361, Probate Orders

APPROVED:

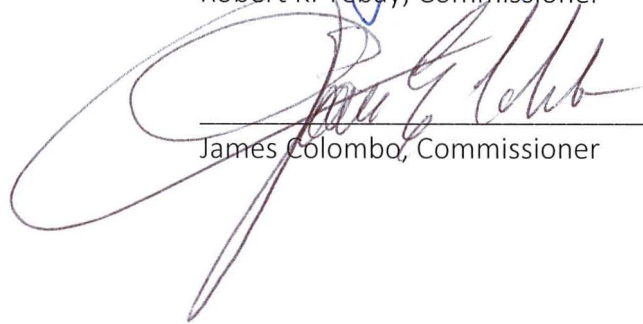
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held December 16, 2021

Please Print

1.	<i>Alvin E. Schuck - Chief Tax Deputy</i>
2.	<i>Michelle Gracos</i>
3.	<i>Donal Jackson</i>
4.	<i>Chip Chandler</i>
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	



Wood County Commission
Agenda

December 16, 2021
1 Court Square, Room 203
Parkersburg, WV 26101

9:30 A.M.	Estate of James I. Bell – Request to disallow claims	Denise Schuck, Chief Tax Deputy
9:45 A.M.	Estate of Candace Jackson – Request to disallow claims	Donald Steven Jackson, Administrator
10:00 A.M.	Estate of Steven Curfman – Objection to claims	George Chandler, Attorney
10:15 A.M.	Estate of Louzania Honaker – Request to disallow claim	Velmeda Batten, Co-Executor
10:30 A.M.	Estate of Alice P. Robinson – Request to disallow claims	Angela Backus, Administratrix
11:00 A.M.	Estate of Phyllis J. Short – Request to disallow claims	Donna Jean Williams, Executrix
	Consider agreement for preparation of 2019/2020 Financial Statement	
	Consider reappointing Jeremy Bungard to Wood County Historic Landmarks Commission	
	Consider reappointing Mark Stewart to Mineral Wells Public Service District	
	Consider request to hire Taleena Giffin, Civil Process Clerk - \$31,500.00/yr	
	Consider request to hire Gary Michael Deem, Home Confinement Chief - \$37,000.00/yr	
	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

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 16, 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 A
CONTRACT FOR THE SLAB REPAIR GRANT FOR THE
BLACK ANNEX.

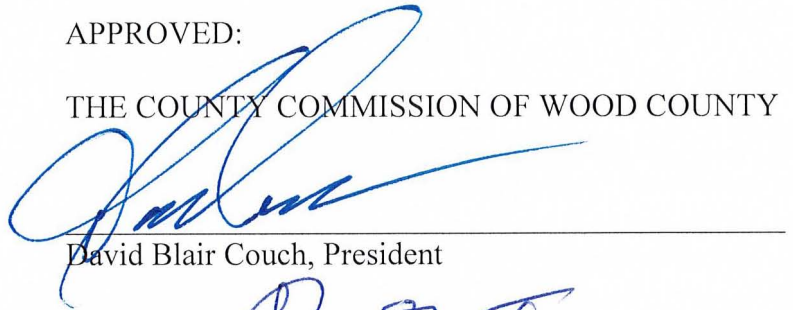
ORDER

On this date, 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, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a contract for the Judge Donald F. Black Courthouse Annex floor slab repair. Said contract is with United Construction Company, Inc., 3120 Northwestern Pike, Parkersburg, West Virginia.

Information relating to said project is on file in the Office of the County Administrator.

APPROVED:

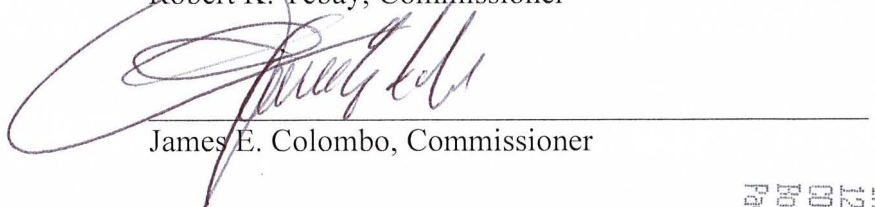
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

C/101

Wood County
Mark Rhodes - Clerk
Instrument 88274001
12/16/2021 @ 11:10:15 AM
COUNTY COMMISSION ORDER
Book 75 @ Page 899
Pages Recorded 1

DECEMBER 16, 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 AN
AGREEMENT FOR CREATION OF THE COUNTY
FINANCIAL STATEMENT.

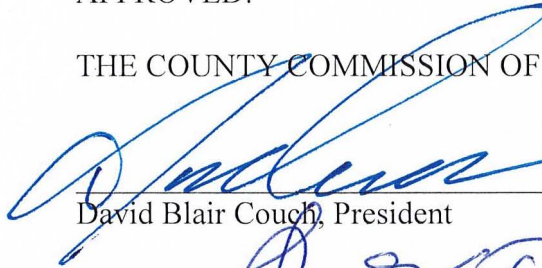
ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Agreement with Fred C. Hess, CPA, P. O. Box 8593, South Charleston, West Virginia, for accounting services for creation of the 2020/2021 fiscal year County Financial Statement.

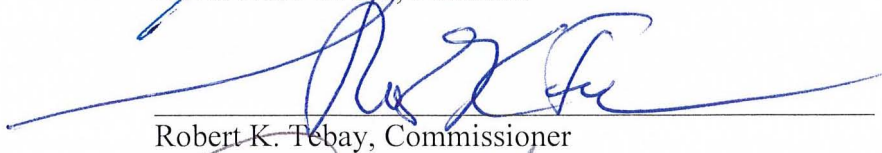
A copy of said Agreement is attached to this Order and should be made a part thereof.

APPROVED:

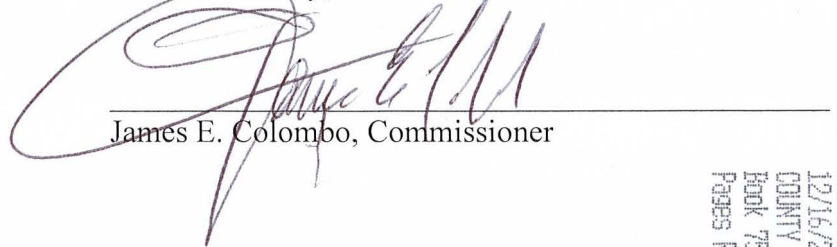
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

C/102

Wood County
Mark Prodes, Clerk
Instrument 88273999
12/16/2021 @ 10:58:17 AM
COUNTY COMMISSION ORDER
Book 75 @ Page 898
Pages Recorded 1

DECEMBER 16, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED JEREMY BUNGARD TO
WOOD COUNTY HISTORIC LANDMARKS COMMISSION

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James Colombo and made unanimous by Robert K. Tebay, reappointed Jeremy Bungard to Wood County Historic Landmarks Commission.

The new term will expire December 31, 2026.

APPROVED:

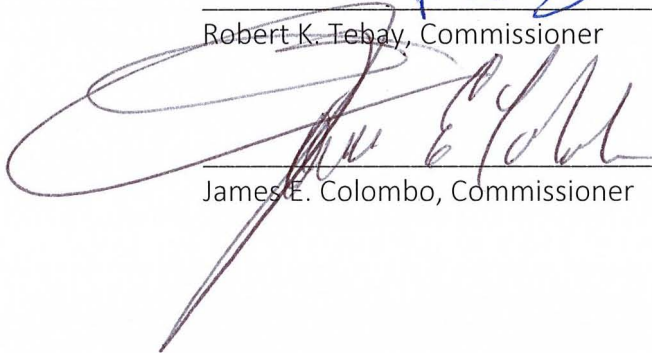
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4360

Wood County
Mark Rhodes, Clerk
Instrument: 88273994
12/16/2021 @ 10:42:01 AM
COUNTY COMMISSION ORDER
Book 75 @ Page 896
Pages Recorded 1

DECEMBER 16, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED MARK STEWART TO
MINERAL WELLS PUBLIC SERVICE DISTRICT.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James Colombo and made unanimous by Robert K. Tebay, reappointed Mark Stewart to the Mineral Wells Public Service District.

The new term will expire March 1, 2027.

APPROVED:

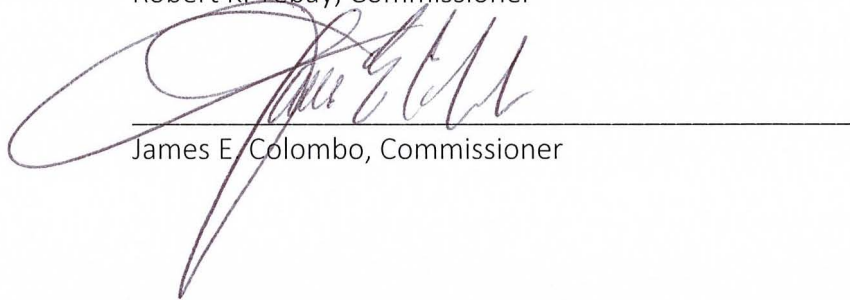
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4361

Wood County
Mark Rhodes, Clerk
Instrument 88273997
12/16/2021 @ 10:55:22 AM
COUNTY COMMISSION ORDER
Book 75 @ Page 897
Pages Recorded 1

At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Thursday, December 16, 2021, Present, David Blair Couch, President of said Commission, Robert K Tebay, and James E Colombo Commissioners.

IN RE: ESTATE OF CANDACE JACKSON, DECEASED

ORDER COUNTY COMMISSION
DISALLOW CLAIM

This day came DONALD STEVEN JACKSON, ADMINISTRATOR, for the Estate of CANDACE JACKSON, deceased before the County Commission, in a hearing asking that a claim be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

IN RE: ESTATE OF JAMES I BELL, DECEASED

ORDER COUNTY COMMISSION
DISALLOW CLAIMS

This day came SHERIFF OF WOOD COUNTY, ADMINISTRATOR, for the Estate of JAMES I BELL, deceased before the County Commission, in a hearing asking that claims be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

IN RE: ESTATE OF PHYLLIS J SHORT, DECEASED

ORDER COUNTY COMMISSION
DISALLOW CLAIM

This day came DONNA JEAN WILLIAMS, EXECUTRIX, for the Estate of PHYLLIS J SHORT, deceased before the County Commission, in a hearing asking that a claim be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

IN RE: ESTATE OF ALICE PAMELA ROBINSON, DECEASED

This day the 16th of December, 2021, a hearing was scheduled in the Estate of ALICE PAMELA ROBINSON, DECEASED, requesting a claim be disallowed. The ADMINISTRATRIX, ANGELA BACKUS, failed to show for said hearing.

At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Thursday, December 16, 2022, Present, David Blair Couch, President of said Commission, Robert K Tebay, and James E Colombo Commissioners.

RE: ESTATE OF STEVEN LEE CURFMAN, DECEASED

ORDER COUNTY COMMISSION
DISALLOW CLAIMS

This day came GEORGE Y CHANDLER, attorney for SHARON CURFMAN, EXECUTRIX for the Estate of STEVEN LEE CURFMAN, deceased before the County Commission, in a hearing asking that claims be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.



President

Wood County
Mark Rhodes, Clerk
Instrument 88274543
01/06/2022 @ 11:18:54 AM
COUNTY COMMISSION ORDER
Book 76 @ Page 6
Pages Recorded 1

STATE OF WEST VIRGINIA
COUNTY OF WOOD

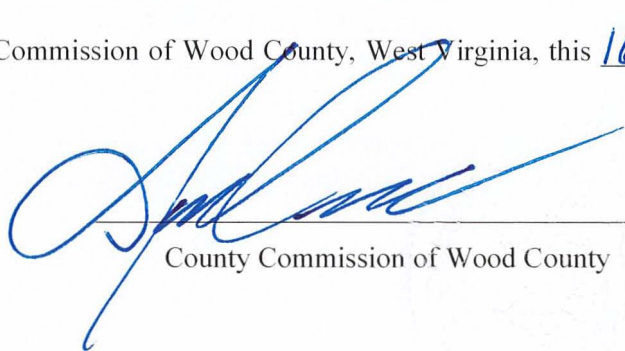
}

TO -WIT:

I, GARY MICHAEL DEEM, 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 HOME CONFINEMENT CHIEF 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 16th day of December, 2021.



County Commission of Wood County

Wood County
Mark Rhodes, Clerk
Instrument 88273337
12/16/2021 @ 03:29:42 PM
COUNTY COMMISSION ORDER
Book 75 @ Page 833
Pages Recorded 1

STATE OF WEST VIRGINIA
COUNTY OF WOOD

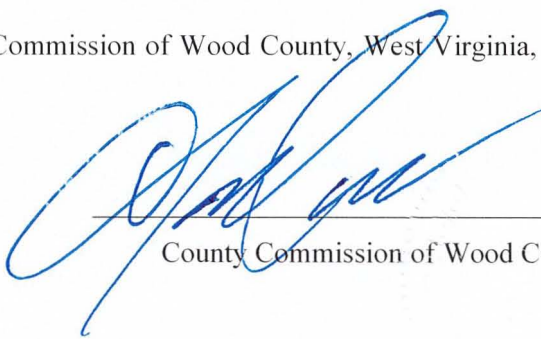
}

TO -WIT:

I, TAYLOR PHILLIPS, 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 SERGEANT FOR THE WOOD COUNTY SHERIFF'S DEPARTMENT 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 16th day of December, 2021.



County Commission of Wood County

Wood County
Mark Rhodes, Clerk
Instrument 88273338
12/16/2021 @ 03:31:05 PM
COUNTY COMMISSION ORDER
Book 75 @ Page 834
Pages Recorded 1