

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

317 MARKET STREET  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, FEBRUARY 18, 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.

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., the County Commission met for the purpose of sitting as the Board of Review and Equalization. There were no appointments or walk-ins. (Order A/2347)

At 9:31 A.M., the County Commission hearing in regard to the Bertha Wiblin estate was cancelled by the petitioner.

At 9:45 A.M., the County Commission held a hearing in regard to the Jack A. Mills estate. Nicole Irvine requested that Wenda Adams be removed as Executrix of the estate. Due to no appearance by the Petitioner, Nicole Irvine, the County Commission denied the request. (Probate Order)

At 10:00 A.M., the County Commission held a hearing in regard to the Eleanor Hardway estate. Alan Hardway, Administrator for the estate asked that a claim be



disallowed in the estate. After review, the County Commission ruled the claim be disallowed. (Probate Order)

At 10:15 A.M., the County Commission held a hearing in regard to the Gene Haynes estate. William Crichton, VI, requested that he be removed as Executor of the estate. After review, the County Commission removed William Crichton as Executor and appointed Stacey Archer as Executrix D.B.N. (Probate Order)

At 10:30 A.M., the County Commission held a hearing in regard to the Steven A. Snider estate. Barbara Snider, Administratrix of the estate asked that a claim be disallowed. After review, the County Commission ruled the claim be disallowed. (Probate Order)

At 10:45 A.M., the County Commission held a hearing in regard to the Wayne Garner estate. Dorothy Garner, Administratrix for the estate asked that a claim be disallowed. After review, the County Commission ruled the claim be disallowed. (Probate Order)

At 10:50 A.M., the County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and passed, announced a vacancy on the 4<sup>th</sup> Circuit Public Defender Corporation Board. The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay, placed Susan Barber in nomination. (Order 2345)

Having no scheduled appointments or business to attend to, the County Commission adjourned at 12:00 Noon.



**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/2345, A/2347, M/4283

APPROVED:

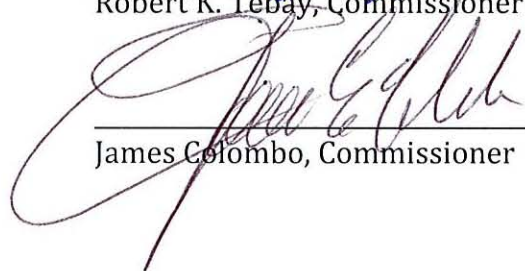
THE COUNTY COMMISSION OF WOOD COUNTY



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



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



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



Wood County Commission Meeting  
Held February 18, 2021

**Please Print**

1.	Alan Hardway
2.	Will Crichton
3.	Chips Chandler
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	





# Wood County Commission Agenda

02/18/2021

9:30 A.M.

317 Market Street  
Parkersburg, WV 26101

9:30 A.M.	Board of Review and Equalization	
	Estate of Bertha I. Wiblin – Consider request to disallow claims	Donald Johnson and Kristie Johnson, Co-Executors
9:45 AM.	Estate of Jack A. Mills – Consider request to have Wenda Adams removed as Executrix	Nicole Irvine, Beneficiary
10:00 A.M.	Estate of Eleanor Hardway – Consider request to disallow claims	Alan Hardway, Administrator
10:15 A.M.	Estate of Gene Haynes – Consider request of Executor to resign	Will Crichton, Executor
10:30 A.M.	Estate of Steven A. Snider – Consider request to disallow a claim	Barbara Snider, Administratrix
10:45 A.M.	Estate of Wayne Garner – Consider request to disallow claims	Dorothy Garner, Administratrix
	Announce vacancy on the 4 <sup>th</sup> Circuit Public Defender Board and consider nominating Susan Barber	
	Administrator's Report	Marty Seuffer, 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



FEBRUARY 18, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED A VACANCY ON  
THE 4<sup>TH</sup> CIRCUIT PUBLIC DEFENDER CORPORATION BOARD  
THEY PLACED SUSAN BARBER IN NOMINATION FOR  
REAPPOINTMENT.

**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 a vacancy on the 4<sup>th</sup> Circuit Public Defender Corporation Board.

The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay, placed Susan Barber in nomination.

APPROVED:

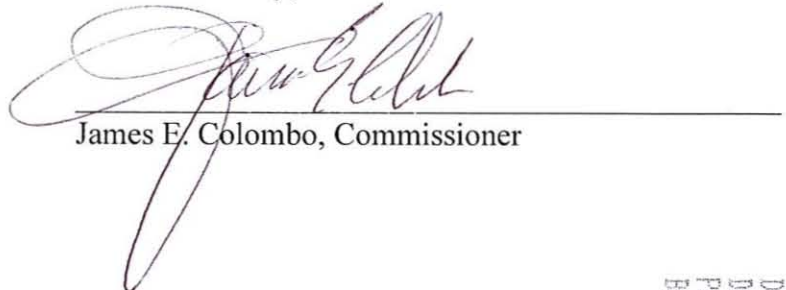
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2345

Mark Rhodes  
WOOD COUNTY 09:04:31 PM  
Instrument No 88246966  
Date Recorded 02/18/2021  
Document Type CDD  
Pages Recorded 1  
Book-Page 75-130



FEBRUARY 18, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED A VACANCY ON  
THE 4<sup>TH</sup> CIRCUIT PUBLIC DEFENDER CORPORATION  
BOARD. THEY ALSO PLACED SUSAN BARBER 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 a vacancy on the 4<sup>th</sup> Circuit Public Defender Corporation Board.

The County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay, placed Susan Barber in nomination.

APPROVED:

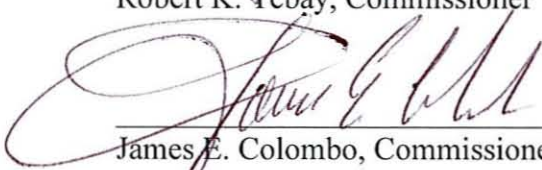
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2345

Mark Rhodes  
Wood County 12:53:51 PM  
Instrument No 88247239  
Date Recorded 02/18/2021  
Document Type 000  
Pages Recorded 1  
Book-Page 75-373



FEBRUARY 18, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION MET FOR THE PURPOSE OF  
SITTING AS THE BOARD OF REVIEW AND EQUALIZATION.

**ORDER**

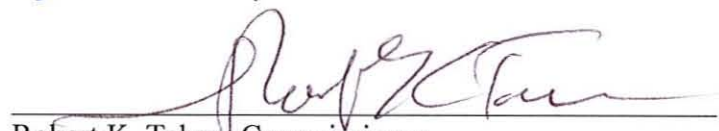
At 9:30 A.M., the County Commission of Wood County met for the purpose of sitting as the Board of Review and Equalization.

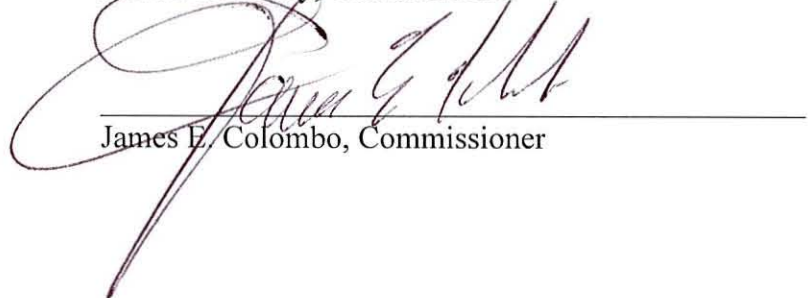
There were no appointments or walk-ins. They adjourned said Session at approximately 12:00 Noon.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

A/2347

WV-1000 COUNTY 12:52:40 PM  
Instrument No 98247236  
Date Recorded 02/18/2021  
Document Type CDO  
Pages Recorded 1  
Book-Page 76-372  
Mar. Rhodes



FEBRUARY 18, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH,  
AS PRESIDENT, TO SIGN THE REQUEST FOR REIMBURSEMENT IN  
REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER  
20-JAG-39. SAID REQUEST IS IN THE AMOUNT OF \$3,000.00


**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 sign the Request for Reimbursement in regard to the Community Corrections Grant Number 20-JAG-39. Reimbursement is in the amount of three thousand dollars and zero cents (\$3,000.00) for the month of January, 2021. In addition to the Requests for Reimbursement, Time Sheets, Financial Recaps and the Project Financial Reports are being submitted to the West Virginia Division of Justice and Community Services.

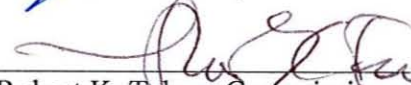
A copy of the Requests for Reimbursement are attached to this ORDER and should be made a part thereof. Documentation pertaining to the Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

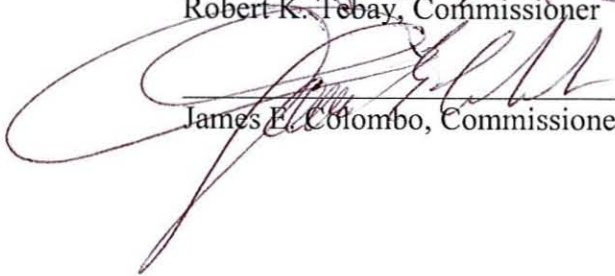
THE COUNTY COMMISSION OF WOOD COUNTY



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



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



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

M/4283







# Check Register Report for Wood County Commission

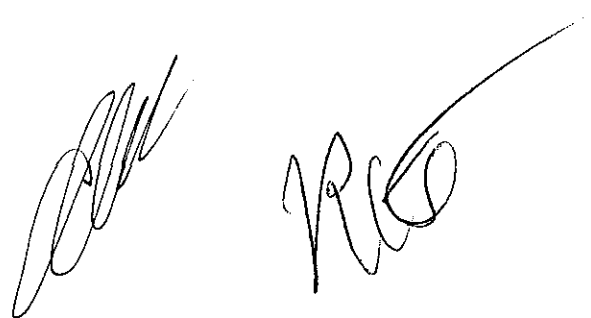
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2048	1STRESPONDER	1ST RESPONDER NEWSPAPER	REGULAR	02/11/2021	55.00	
2049	ARMSTRONG GR	ARMSTRONG	REGULAR	02/11/2021	171.43	
2050	FRONTIER	FRONTIER	REGULAR	02/11/2021	104.43	
2051	GLATFELTER S	GSB C/O M&T BANK	REGULAR	02/11/2021	4,098.87	
2052	MONPOWER	MON POWER	REGULAR	02/11/2021	120.40	
2053	MSESC	MOUNTAIN STATE EDUCATIONAL SERVICES	REGULAR	02/11/2021	240.00	
2054	ROCKPORT A	ROCKPORT COMMUNITY ASSOCIATION	REGULAR	02/11/2021	640.66	
2055	SECURITYCENTR	SECURITY CENTRAL	REGULAR	02/11/2021	228.96	
2056	SWC	SHERIFF OF WOOD COUNTY	REGULAR	02/11/2021	83.55	

**FIRE SERVICE FEE Bank Id 120 Totals**

5,743.30

**Report Totals**

5,743.30





# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3437	HEALTH	HIGHMARK WEST VIRGINIA	HAND	02/12/2021	12,330.08	
3438	EMPOWER	EMPOWER RETIREMENT	REGULAR	02/12/2021	45.00	
3439	CHILD	CHILD SUPPORT ENF DIV	REGULAR	02/12/2021	370.06	
3440	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	02/12/2021	79,992.18	
171626	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	02/12/2021	1,845.00	
171627	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	02/12/2021	331.92	
PAYROLL FUND Bank Id 101 Totals					94,914.24	
Report Totals					94,914.24	

Two handwritten signatures in black ink, one above the other, 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
7774	FIFTH	FIFTH THIRD BANK	REGULAR	02/11/2021	2,687.56	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

2,687.56

Report Totals

30,561.43

Two handwritten signatures are present in the lower right quadrant of the page. The first signature is a large, stylized cursive mark. The second signature is a smaller, more compact cursive mark.



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7989	FIFTH	FIFTH THIRD BANK	REGULAR	02/11/2021	5,161.44	

E-911 FUND Bank Id 107 Totals

5,161.44




# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
171628	FIFTH	FIFTH THIRD BANK	REGULAR	02/11/2021	16,545.66	

GENERAL FUND Bank Id 101 Totals

16,545.66

Two handwritten signatures in black ink, one above the other, located in the lower right quadrant of the page.



# Check Register Report for Wood County Commission

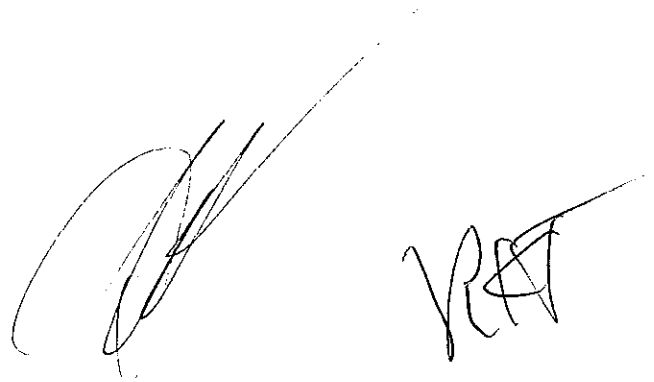
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7775	CITY OF ST.MAR	CITY OF ST. MARYS	REGULAR	02/12/2021	67.48	
7776	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	02/12/2021	54.00	
7777	DOMINIONH	DOMINION HOPE	REGULAR	02/12/2021	385.62	
7778	FREEDOM HOUSI	FREEDOM HOUSE RENTALS, LLC	REGULAR	02/12/2021	1,550.00	
7779	JKDATA	J K DATA CORP	REGULAR	02/12/2021	1,079.10	
7780	LANCE	PHYLISS LANCE	REGULAR	02/12/2021	550.00	
7781	SPENCER W	CITY OF SPENCER WATERWORKS	REGULAR	02/12/2021	31.44	
7782	WCC	WOOD COUNTY COMMISSION	REGULAR	02/12/2021	1,725.00	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

5,442.64

Report Totals

208,204.56



Handwritten signature and initials, possibly 'VRAT', are present in the lower right area of the page.




## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3569	VERIZONW	VERIZON WIRELESS	REGULAR	02/12/2021	160.25	

HOME CONFINEMENT Bank Id 108 Totals

160.25





## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7990	SEGRA	SEGRA	REGULAR	02/12/2021	784.00	
7991	T&S	T&S LAWN-LANDSCAPE INC	REGULAR	02/12/2021	970.00	
7992	VERIZONW	VERIZON WIRELESS	REGULAR	02/12/2021	143.69	
E-911 FUND Bank Id 107 Totals					<u>1,897.69</u>	





# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
776	HUMANE SO	HUMANE SOCIETY	REGULAR	02/12/2021	3,333.33	

DOG FUND Bank Id 103 Totals

3,333.33

Two handwritten signatures are present in the lower right area of the page. The first signature is a stylized, cursive 'Q' or 'A' followed by a vertical line. The second signature is a more complex, cursive scribble.



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3437	HEALTH	HIGHMARK WEST VIRGINIA	HAND	02/12/2021	12,330.08	
3438	EMPOWER	EMPOWER RETIREMENT	REGULAR	02/12/2021	45.00	
3439	CHILD	CHILD SUPPORT ENF DIV	REGULAR	02/12/2021	370.06	
3440	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	02/12/2021	79,992.18	
171626	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	02/12/2021	1,845.00	
171627	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	02/12/2021	331.92	
171629	AAP	ADVANCE AUTO PARTS	REGULAR	02/12/2021	79.99	
171630	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	02/12/2021	32.00	
171631	DONNELLON-SL	DONNELLON MCCARTHY ENTERPRISES	REGULAR	02/12/2021	761.90	
171632	GALLS	GALLS	REGULAR	02/12/2021	29,061.14	
171633	HUMANE SO	HUMANE SOCIETY	REGULAR	02/12/2021	19,250.00	
171634	LAMP	LAMP PESTPROOF	REGULAR	02/12/2021	140.00	
171635	LEXIS	LEXIS NEXIS	REGULAR	02/12/2021	525.37	
171636	MERIDIANMAPS	MERIDIAN MAPS	REGULAR	02/12/2021	518.00	
171637	NOLANS	NOLAN'S SERVICES LLC	REGULAR	02/12/2021	15,668.47	
171638	ODEPOT	OFFICE DEPOT	REGULAR	02/12/2021	500.16	
171639	PUREWATER	PURE WATER PARTNERS	REGULAR	02/12/2021	65.00	
171640	SELEX	SELEX ES INC	REGULAR	02/12/2021	18,095.00	
171641	SHIRT	SHIRT FACTORY	REGULAR	02/12/2021	675.00	
171642	STUARTOIL	STUART OIL COMPANY	REGULAR	02/12/2021	402.35	
171643	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	02/12/2021	500.00	
171644	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	02/12/2021	2,849.23	
171645	VERIZONW	VERIZON WIRELESS	REGULAR	02/12/2021	2,385.33	
171646	WORKINGMA	WORKINGMAN'S STORE	REGULAR	02/12/2021	713.00	
171647	WVELECTRIC	WEST VIRGINIA ELECTRIC SUPPLY	REGULAR	02/12/2021	10,234.47	



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
GENERAL FUND Bank Id 101 Totals					197,370.65	





# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3441	DENTAL	RENAISSANCE	REGULAR	02/16/2021	2,261.36	

GENERAL FUND Bank Id 101 Totals

2,261.36

Report Totals

2,261.36

