

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, JANUARY 28, 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 opened sealed bids for a Siege Carriage for the Long Tom Cannon. The bids were taken under advisement. (Order M/4278)

At 10:00 A.M., the County Commission met with Lindsey Piersol from the Wood County Development Authority and gave them an update on the Authority.

Upon motion of David Blair Couch, seconded by James E. Colombo, and made unanimous by Robert K. Tebay, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended. Commissioners met with Marty Seufer, County Administrator, and Wood County Development Authority Representatives, Lindsey Piersol, Kate Marlow and Ed McDonough. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was covered by

investment of public funds. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:22 o'clock A.M. (Order M/4277)

At 10:34 A.M., Wood County Compliance Officer, Sarah Robinson, gave the County Commission an update on a dilapidated structure at 1003 North Power Avenue in Parkersburg. She stated a Circuit Court Judge has issued a judgement allowing the County Commission to demolish the property and Ordered it up for sale to reimburse the Commission for their expenses. Said property is owned by James Valentine Sr. and Sonja Mullins. (Order A/S/2319)

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:44 A.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**


A/S/2319. M/4277, M/4278

APPROVED:

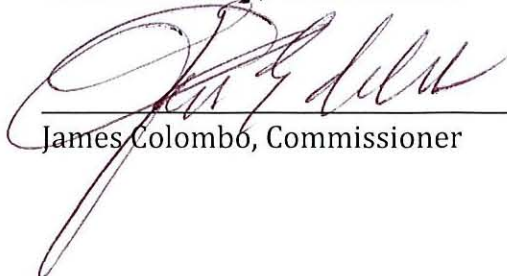
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission  
Agenda

01/28/2021  
9:30 A.M.

317 Market Street  
Parkersburg, WV 26101

9:30 A.M.	Bid opening – No. 1 Siege Carriage	Jeremy Cross, Wood County Parks Director
10:00 A.M.	Update on the Wood County Development Authority	Lindsey Piersol, Executive Director
10:30 A.M.	Discuss Abandoned and Dilapidated property at 1003 North Power Avenue, Parkersburg	Sarah Robinson, Wood County Compliance Officer
	Consider appointing Bernard Cothorn to the WV Little Kanawha River Parkway Authority	
	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

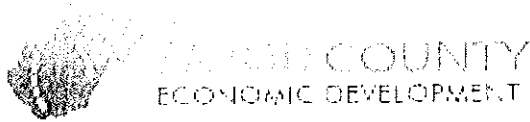
Tax refunds, exonerations, improprieties and consolidations

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



## Future Development Needs Commercial/Industrial

### Site & Master Planning:

- Assessment of demands; Type of industries, investment, and employment
- Vision of Industrial Park → Park rendering?
- Environmental assessment
- Floodplain assessment
- Infrastructure assessment
  - Electric
  - Gas
  - Water
  - Sanitary Sewer
  - Telecommunications
  - Ingress/Egress

### Site-Readiness Evaluation

Property Name: \_\_\_\_\_

Ownership and Property Information	Site Marketability								
<input type="checkbox"/> Site Map / Photos <input type="checkbox"/> Property Address <input type="checkbox"/> Boundary / Topographic Survey <ul style="list-style-type: none"> <li><input type="checkbox"/> Easements</li> <li><input type="checkbox"/> Deed Restrictions / Covenants</li> </ul> <input type="checkbox"/> Zoning Designation <input type="checkbox"/> Total Acreage	<input type="checkbox"/> Proximity to Major Modes of Traffic (i.e. Highway, River, Air, Railroad, etc) <input type="checkbox"/> Local Market Demand / Targeted Industries <input type="checkbox"/> Business Advantages <input type="checkbox"/> Official Letters of Support <input type="checkbox"/> Chief elected official <input type="checkbox"/> Economic Development Agency <input type="checkbox"/> Funding Agencies <input type="checkbox"/> Other Major Stakeholders								
Site Development Plans	Available Utility Infrastructure								
<input type="checkbox"/> Conceptual Site Plan <input type="checkbox"/> Maximum buildable area <input type="checkbox"/> Zoning Requirements <input type="checkbox"/> Infrastructure Improvements Needed <ul style="list-style-type: none"> <li><input type="checkbox"/> Waterway Crossings</li> <li><input type="checkbox"/> Retaining Walls to Achieve Grade</li> <li><input type="checkbox"/> Electrical Upgrades</li> <li><input type="checkbox"/> Water / Sewer Extensions</li> </ul> <input type="checkbox"/> Park Features / Individual Lot Sizes <input type="checkbox"/> FEMA Floodplain Delineation	<table border="1"> <thead> <tr> <th>Electric / Communication</th> <th>Water</th> </tr> </thead> <tbody> <tr> <td> <input type="checkbox"/> Provider Name  <input type="checkbox"/> Single Phase  <input type="checkbox"/> Three-Phase  <input type="checkbox"/> Voltage / Capacity  <input type="checkbox"/> Connectivity               </td> <td> <input type="checkbox"/> Provider Name  <input type="checkbox"/> Size of Main  <input type="checkbox"/> Available Pressure  <input type="checkbox"/> Excess Capacity               </td> </tr> <tr> <th>Natural Gas</th> <th>Sanitary Sewer</th> </tr> <tr> <td> <input type="checkbox"/> Provider Name  <input type="checkbox"/> Size of Line  <input type="checkbox"/> Pressure Designation  <input type="checkbox"/> Available Capacity               </td> <td> <input type="checkbox"/> Provider Name  <input type="checkbox"/> Size of Main  <input type="checkbox"/> Available Capacity               </td> </tr> </tbody> </table>	Electric / Communication	Water	<input type="checkbox"/> Provider Name <input type="checkbox"/> Single Phase <input type="checkbox"/> Three-Phase <input type="checkbox"/> Voltage / Capacity <input type="checkbox"/> Connectivity	<input type="checkbox"/> Provider Name <input type="checkbox"/> Size of Main <input type="checkbox"/> Available Pressure <input type="checkbox"/> Excess Capacity	Natural Gas	Sanitary Sewer	<input type="checkbox"/> Provider Name <input type="checkbox"/> Size of Line <input type="checkbox"/> Pressure Designation <input type="checkbox"/> Available Capacity	<input type="checkbox"/> Provider Name <input type="checkbox"/> Size of Main <input type="checkbox"/> Available Capacity
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Due Diligence Reports / Studies	Permitting Needs								
<input type="checkbox"/> Traffic Impact Study <input type="checkbox"/> Preliminary Geotechnical Investigations <input type="checkbox"/> Floodplain Risk Determination <input type="checkbox"/> Environmental Site Assessment <input type="checkbox"/> Biological (Threatened / Endangered Species) <input type="checkbox"/> Stream / Wetland Determination <input type="checkbox"/> Cultural Resources (Historical) <input type="checkbox"/> Air Quality / Noise	<input type="checkbox"/> Zoning Permit <input type="checkbox"/> United States Army Corps of Engineers Permit <input type="checkbox"/> Floodplain Permit <input type="checkbox"/> Local Grading / Development Permit <input type="checkbox"/> Air Quality Permits <input type="checkbox"/> Dept of Transportation Right-of-Way Permit								



IN THE CIRCUIT COURT OF WOOD COUNTY, WEST VIRGINIA

THE WOOD COUNTY COMMISSION, WEST VIRGINIA,  
A Public Corporation,  
Petitioner,

vs.

/ CASE NO. 20-P-107 (Waters)

JAMES VALENTINE, SR.,  
and  
SONJA MULLINS,

Respondent

ORDER OF DEFAULT JUDGMENT

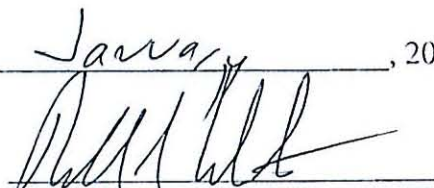
This 4<sup>th</sup> day of December, 2020, appears the Petitioner, The Wood County Commission by Wood County Prosecuting Attorney, Patrick O. Lefebure, pursuant to the Petition and Notice filed herein with the Court. The Respondents not appearing in person or by counsel.

Whereupon, counsel for The Wood County Commission moved the Court to grant default judgment on behalf of the Petitioners and award the relief requested in the petition.

Based upon the information before the Court as reflected more clearly upon the record, the Court does hereby **GRANT** the Wood County Commission Default Judgment and allow a contractor enter upon the land at any and all times necessary to demolish, remove, and clean up the land as well as, **ORDERS** the Respondents to pay all costs incurred by the Petitioner in bringing this action and cleaning up the property.

It is **ORDERED** that the clerk of this Court send a copy of this Order to all parties.

Entered this 22<sup>nd</sup> day of January, 2021.

  
ROBERT A. WATERS, JUDGE

Prepared for Entry:



Patrick O. Lefebure  
WVSB#9078  
Prosecuting Attorney  
317 Market St.  
Parkersburg, WV 26101  
(304) 424-1776

ENTERED  
D.B. No. \_\_\_\_\_  
Page \_\_\_\_\_  
  
JAN 22 2021

CELESTE RIDGWAY  
CLERK CIRCUIT COURT

STATE OF WEST VIRGINIA  
COUNTY OF WOOD, TO-WIT:

I, CELESTE RIDGWAY, CLERK OF THE CIRCUIT COURT OF WOOD COUNTY, WEST VIRGINIA, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND COMPLETE COPY OF AN ORDER ENTERED IN SAID COURT, ON THE 22 DAY OF Jan 2021 AS FULLY AS THE SAME APPEARS TO ME OF RECORD. GIVEN UNDER MY HAND AND SEAL OF SAID CIRCUIT COURT, THIS 25 DAY OF JANUARY, 2021.

Celeste Ridgway  
CLERK OF THE CIRCUIT COURT OF  
WOOD COUNTY, WEST VIRGINIA

BY: 

DEPUTY

JANUARY 28, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE  
DEMOLITION AND CLEAN UP OF PROPERTY LOCATED AT 1003  
N POWER AVE, PARKERSBURG, WV

**ORDER**

On this date, the County Commission of Wood County, upon motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby AUTHORIZE bids to be obtained for demolition and cleanup of property located at 1003 N Power Ave, Parkersburg, West Virginia. Said property is owned by James Valentine Sr. and Sonja Mullins.

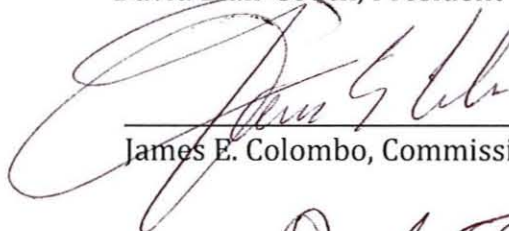
Documentation pertaining to the aforementioned property is on file in the Wood County Compliance Office.

APPROVED:


THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



Robert K. Tebay, Commissioner

A/S/2319

Mark Rhodes  
WOOD COUNTY 10:15:40 AM  
Instrument No 88247077  
Date Recorded 01/28/2021  
Document Type ODD  
Pages Recorded 1  
Book-Page 75-331

JANUARY 28, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED BERNARD  
COTHERN TO THE WEST VIRGINIA LITTLE KANAWHA  
RIVER PARKWAY AUTHORITY.

**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, appointed Bernard Cothorn to the West Virginia Little Kanawha River Parkway Authority. The unexpired term will expire June 30, 2022.

APPROVED:

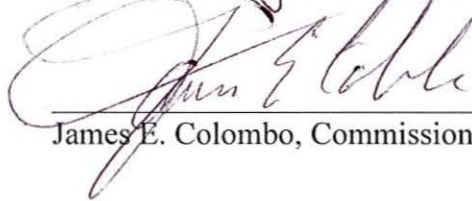
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2320

Mark Rhodes  
WOOD County 10:40:41 AM  
Instrument No 88247084  
Date Recorded 01/28/2021  
Document Type 000  
Pages Recorded 1  
Book-Page 75-333



JANUARY 28, 2021

**EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION**

This 28<sup>th</sup> day of January, 2021, at 9:50 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James E. Colombo, and made unanimous by Robert K. Tebay, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended:

WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners met with Marty Seufer, County Administrator, and Wood County Development Authority Representatives, Lindsey Piersol, Kate Marlow and Ed McDonough.

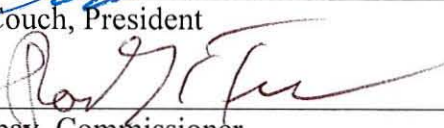
All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was covered by investment of public funds.

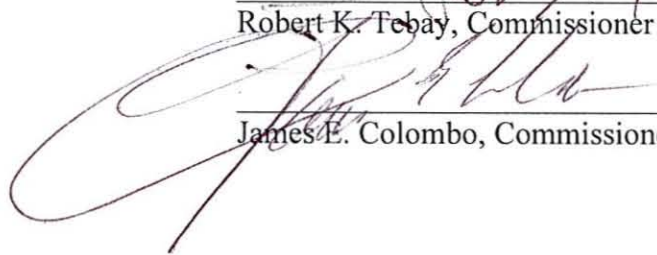
The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:22 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

M/4277

Mark Rhodes  
WOOD COUNTY 10:13:50 AM  
Instrument No 88247074  
Date Recorded 01/21/2021  
Document Type CDO  
Pages Recorded 1  
Book-Page 75-330

JANUARY 28, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION OPENED SEALED BIDS FOR A  
CANNON CARRIAGE

**ORDER**

On this date, the County Commission of Wood County, at 10:00 A.M., did hereby AUTHORIZE the opening of sealed bids for a cannon carriage for the "Long Tom" Cannon. Said sealed bids were received pursuant to a Legal Notice appearing in the Parkersburg News and Sentinel on January 15, 2021. Sealed bids were received from the following:

1. Trail Rock Ordnance  
1754 Little Valley Road  
Blaine, TN 37709

Bid Price - \$25,000.00  
Additional shipping - \$500.00

2. Steen Cannon & Ordnance Works  
515 29<sup>th</sup> Street  
Ashland, KY 41101

Bid Price - \$29,500.00

3. Paulson Bros. Ordnance Corp.  
Box 121  
Clear Lake, WI 54005

Bid Price - \$27,000.00  
Additional shipping - \$900.00

4. Tuckahoe Replicas & Restorations, LLC /  
Seed Artillery & Reproductions  
6030 6<sup>th</sup> Avenue  
Altoona, PA 16602

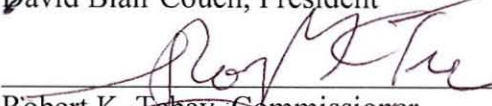
Bid Price - \$26,000.00  
Additional shipping - \$600.00

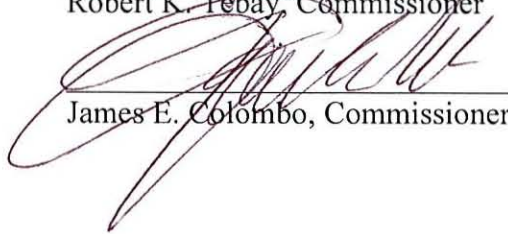
The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo, and made unanimous by Robert K. Tebay did hereby RECEIVE said bids for review.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Robert K. Tebay, Commissioner

  
James E. Colombo, Commissioner

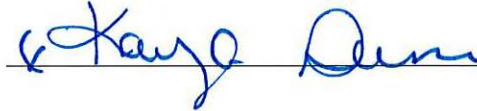
M/4278

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WOOD COUNTY 10:20:51 AM  
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Date Recorded 01/28/2021  
Document Type CDD  
Pages Recorded 1  
Book Page 75-154

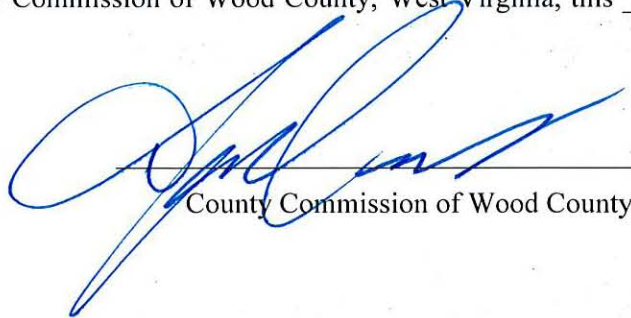
STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO -WIT:

I, Kayla 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 Case Manager/Counselor for the Wood County Day Report Center 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 \_\_\_\_\_ day  
of \_\_\_\_\_, 2021.

  
\_\_\_\_\_

County Commission of Wood County

Mark Rhodes  
WOOD County 10:17:37 AM  
Instrument No 88247082  
Date Recorded 01/28/2021  
Document Type DATA  
Pages Recorded 1  
Book-Page 75-332