

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, NOVEMBER 4, 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 James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, approved minutes of October 14 and 18, 2021.

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M, representatives from Union Williams Public Service District met with the County Commission to request funding for a water loss project through the County's American Rescue Plan (ARP) funds. The Commission asked them to send a letter of request to them so they can forward it to their attorneys to see if the expense fits within the guidelines in the ARP funds.

At 9:45 A.M., Wood County Sheriff Steve Stephens met with the County Commission to discuss a personnel issue in his department. The Sheriff read a prepared statement he had. Commissioner Couch stated the Commission has an ethical duty to interview employees in the Sheriff's Department to discover if there is any validity behind the complaints. Commissioner

Couch stated the Commission has interviewed law firms to see if they would be interested in working with the County Commission on this issue.

At 10:00 A.M., the County Commission discussed the possible hiring of an outside legal firm to pursue a possible WV Code 6-6-7 hearing to possibly remove the Sheriff from office. The County Commission, upon motion of Robert K. Tebay, seconded by James E. Colombo, and made unanimous by David Blair Couch, 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, David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, met with Marty Seufer, Wood County Administrator. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, regarding investment of public funds. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:10 o'clock A.M. (Order M/4337)

At 10:10 A.M., the County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay, and made unanimous by David Blair Couch, did hereby AUTHORIZE the hiring of the law firm of Goodwin & Goodwin, LLP, 300 Summers Street, Suite 1500, Charleston, West Virginia. Said firm is to represent the Commission concerning allegations related to Wood County Sheriff, Steve Stephens. (Order M/4338)

At 10:12 A.M., the County Commission approved Mark Perry and Cynthia Toney as new employees in the E-911 Center.

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:13 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

M/4337, M/4338

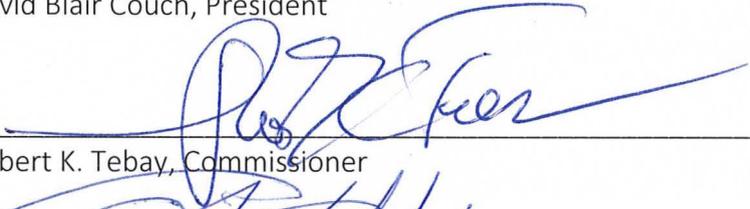
APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



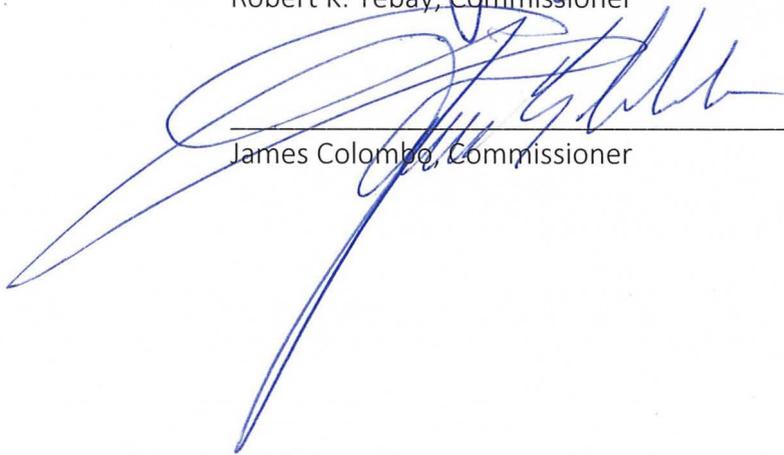
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David Blair Couch, President



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Robert K. Tebay, Commissioner



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James Colombo, Commissioner

Wood County Commission Meeting  
Held November 4, 2021

**Please Print**

1. GREG ARWOTT
2. STEVE MULLER
3. Kelley Sanders
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Wood County Commission  
Agenda

November 4, 2021  
1 Court Square, Room 203  
Parkersburg, WV 26101

9:30 A.M	Discuss water loss project with Union Williams Public Service District	
9:45 A.M.	Discuss personnel issue in the Wood County Sheriff's Department	
10:00 A.M.	Discuss and consider external legal counsel for the County Commission	
	Consider Request to Hire Mark A. Perry as a full time telecommunicator for the E-911 Center - \$30,485.31/yr	
	Consider Request to Hire Cynthia H. Toney as a full time telecommunicator for the E-911 Center - \$30,485.31/yr	
	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

NOVEMBER 4, 2021

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE THE  
HIRING OF AN EXTERNAL LAW FIRM.

**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 the hiring of the law firm of Goodwin & Goodwin, LLP, 300 Summers Street, Suite 1500, Charleston, West Virginia.

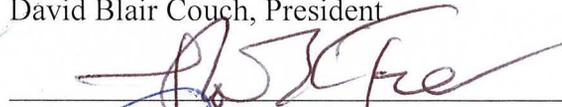
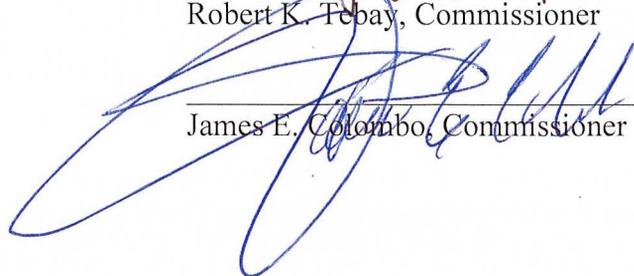
Said firm is to represent the Commission concerning allegations related to Wood County Sheriff, Steve Stephens.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



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

  
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Robert K. Tebay, Commissioner  
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James E. Colombo, Commissioner

M/4338

Wood County  
Mark Rodgers, Clerk  
Instrument 88270974  
11/04/2021 @ 10:31:06 AM  
COUNTY COMMISSION ORDER  
Book 75 @ Page 727  
Pages Recorded 1

NOVEMBER 4, 2021

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 4th day of November, 2021, at 10:00 o'clock A.M., 1 Court Square, Suite 203, Parkersburg, West Virginia, upon motion of Robert K. Tebay, seconded by James E. Colombo, and made unanimous by David Blair Couch, the County Commission, 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, David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, met with Marty Seufer, Wood County Administrator.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, regarding investment of public funds.

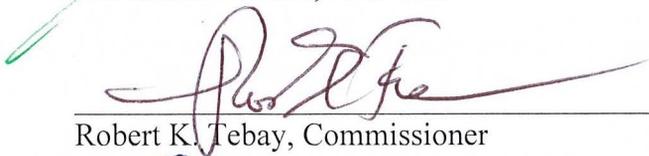
The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:10 o'clock A.M.

APPROVED:

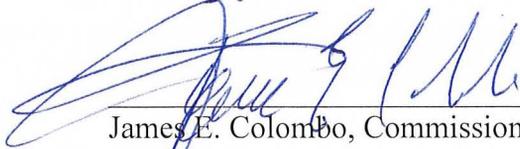
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

M/4337

Wood County  
Mark Hodges, Clerk  
Instrument 88270971  
11/04/2021 @ 10:22:32 AM  
COUNTY COMMISSION ORDER  
Book 75 @ Page 726  
Pages Recorded 1