

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, FEBRUARY 3, 2022

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 January 31, 2022.

**AGENDA AND DISCUSSION ITEMS**

At 9:27 A.M., The Assessor's Office presented the land tax books for the upcoming year.

At 9:34 A.M., the County Commission met with Brian Raitz, Wood County Library Director. Mr. Raitz requested the library's excess levy be placed on the upcoming primary election in May. (Clerk Order)

At 9:46 A.M., the County Commission, upon motion of David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, 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 Pat Lefebure, Wood County Prosecuting Attorney. All

those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by personnel matters. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 9:53 o'clock A.M. An Order was prepared regarding this matter.

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 AWARD the bid for the demolition of properties in the Happy Valley Flood Mitigation Project. Said demolition was awarded to Tim Graham Excavating, LLC, 2607 Beverly Street, Parkersburg, West Virginia, at a cost of twenty-eight thousand eight hundred dollars and zero cents (\$28,800.00). Bids and pertinent documentation regarding the Happy Valley Flood Mitigation Project are on file in the Mid-Ohio Valley Regional Council Office. An Order was prepared regarding this matter.

At 9:54 A.M., the County Commission upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by Robert K. Tebay, appointed Blaine Auville (Community), Chief Jason Matthews (Parkersburg Fire Department), Ryan Goldsmith (DuPont), Patricia Stutler (Mid-Ohio Valley Health Department), Mike Kesterson (Mid-Ohio Valley Transportation), Chief Steve Scholl (Vienna Volunteer Fire Department), Pat Sole (Wood County Schools Transportation Department), Jane Wise (Bureau of Fiscal Service), J.J. Barrett (WVU Extension Service), Mike Shook (Emergency Management) and Cory Bean (Industry) to the Wood County Local Emergency Planning Committee. New terms will expire December 31, 2023, except for Cory Bean which will expire December 31, 2022. (Order A/2505)

At 9:58 A.M., the County Commission approved the hiring of Anthony Parsley as a Day Report Center employee.

The oaths of office for Jim Stage and Roger Brown as members of the Wood County Planning Commission were put on record on this date.

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:18 A.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/2505, C/111, C/112

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

A blue ink signature of David Blair Couch, written in a cursive style, positioned above a horizontal line.

David Blair Couch, President

A blue ink signature of Robert K. Tebay, written in a cursive style, positioned above a horizontal line.

Robert K. Tebay, Commissioner

A blue ink signature of James Colombo, written in a cursive style, positioned above a horizontal line.

James Colombo, Commissioner

Wood County Commission Meeting  
Held February 3, 2022

**Please Print**

1.	Michael Harper
2.	Tim S. Meeks      MOVRC
3.	David Nohr / Connie McAttee
4.	Brian Ratz / Parkwood Library.
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## Wood County Commission Agenda

February 3, 2022  
1 Court Square, Room 203  
Parkersburg, WV 26101

9:30 A.M.	Consider request from the Wood County Library for excess levy renewal	Brian Raitz
9:45 A.M.	Happy Valley Demolition Contract Award	Tim Meeks, MOVRC
	Consider appointing Blaine Auville, Jason Matthews, Ryan Goldsmith, Patricia Stutler, Mike Kesterson, Steve Scholl, Pat Sole, Jane Wise, JJ Barrett, Mike Shook and Cory Bean to the Wood County Local Emergency Planning Committee	
	Consider the Request to Hire from Mid-Ohio Valley Day Report Center to hire Anthony Parsley as a full time General Support/Front Office Worker	
	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

FEBRUARY 3, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED BLAINE AUVILLE, JASON MATTHEWS, RYAN GOLDSMITH, PATRICIA STUTLER, ,MIKE KESTERSON, STEVE SCHOLL, PAT SOLE, JANE WISE, JJ BARRETT, MIKE SHOOK AND COREY BEAN TO THE WOOD COUNTY LOCAL EMERGENCY PLANNING COMMITTEE.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Jame E. Colombo, seconded by Robert K. Tebay and made unanimous by Robert K. Tebay, appointed Blaine Auville (Community), Chief Jason Matthews (Parkersburg Fire Department), Ryan Goldsmith (DuPont), Patricia Stutler (Mid-Ohio Valley Health Department), Mike Kesterson (Mid-Ohio Valley Transportation), Chief Steve Scholl (Vienna Volunteer Fire Department), Pat Sole (Wood County Schools Transportation Department), Jane Wise (Bureau of Fiscal Service), J.J. Barrett (WVU Extension Service), Mike Shook (Emergency Management) and Cory Bean (Industry) to the Wood County Local Emergency Planning Committee.

New terms will expire December 31, 2023, except for Cory Bean which will expire December 31, 2022.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
David Blair Couch, President

  
Robert K. Tebay, Commissioner

  
James E. Colombo, Commissioner

A/2505

Wood County  
Mark Rhodes, Clerk  
Instrument 892752B  
02/03/2022 @ 04:03:20 PM  
COUNTY COMMISSION ORDER  
Book 76 & Page 75  
Pages Recorded 1



FEBRUARY 3, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR THE  
DEMOLITION OF PROPERTIES IN THE HAPPY VALLEY  
FLOOD MITIGATION PROJECT TO TIM GRAHAM  
EXCAVATING.

O R D E R

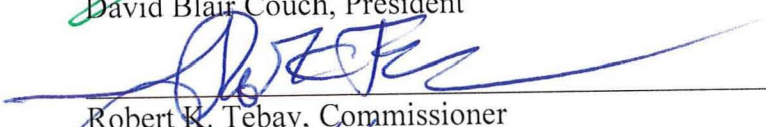
On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay, and made unanimous by David Blair Couch, did hereby AWARD the bid for the demolition of properties in the Happy Valley Flood Mitigation Project. Said demolition was awarded to Tim Graham Excavating, LLC, 2607 Beverly Street, Parkersburg, West Virginia, at a cost of twenty-eight thousand eight hundred dollars and zero cents (\$28,800.00).

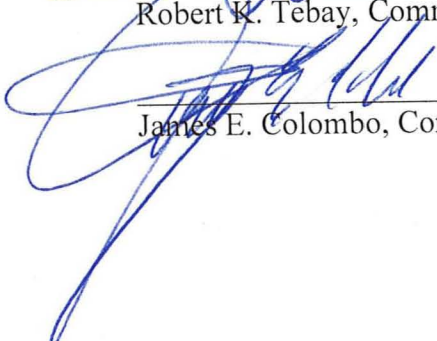
Bids and pertinent documentation regarding the Happy Valley Flood Mitigation Project are on file in the Mid-Ohio Valley Regional Council Office.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

C/111

Wood County  
Mark Rhodes, Clerk  
Instrument 0278065  
02/03/2022 @ 08:58:41 AM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 75  
Pages Recorded 1



FEBRUARY 3, 2022

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 3rd day of February, 2022, at 9:46 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, 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:

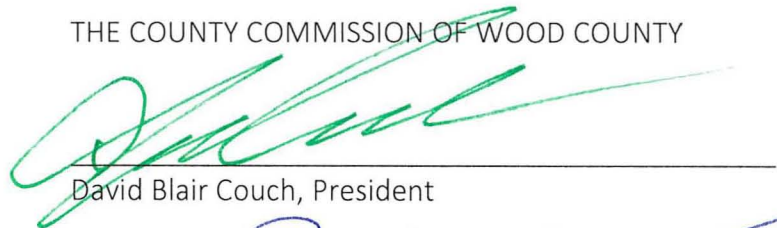
WHEREUPON, the said David Blair Couch, President of the Commission, Robert K. Tebay and James E. Colombo, Commissioners met with Marty Seufer, County Administrator and Pat Lefebure, Wood County Prosecuting Attorney.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by personnel matters.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 9:53 o'clock A.M.

APPROVED:

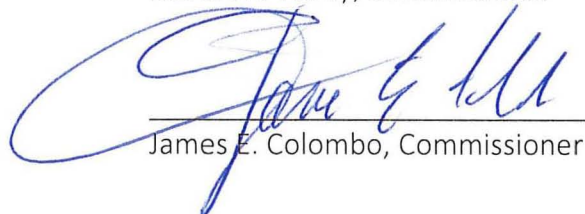
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

C/112

Wood County  
Mark Moses, Clerk  
Instrument 08278066  
02/03/2022 @ 09:09:25 AM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 76  
Pages Recorded 1

**ORDER AND NOTICE OF SPECIAL ELECTION FOR AN  
ADDITIONAL COUNTY COMMISSION LEVY  
TO THE VOTERS OF WOOD COUNTY**

That at a regular meeting of the County Commission of the County of Wood, State of West Virginia, held on the **3rd day of February, 2022**, as provided by law, the following order was made and entered of record, to wit:

The County Commission of Wood County being of the opinion that the maximum levies for current expenses authorized by Article 8, Chapter 11, of the Code of West Virginia, as amended, will not provide sufficient funds for the payment of current expenses of Wood County, including expenditures for the purpose or purposes hereinafter set forth, and that an election should be held to increase such levies under the provisions of Section 16, Article 8, Chapter 11 of the Code, as amended, it is hereby ordered:

1. That the purpose or purposes for which additional funds are needed are to:  
**Parkersburg & Wood County Public Library**
  - a. **Construction of a new library in Williamstown.**
  - b. **Pay for the bond for the building of the South Parkersburg Library.**
  - c. **Pay for the bond for renovations to the main floor of the Emerson Library.**
  - d. **Contribute to the general operation of the Library.**
2. That the approximate annual amount for this purpose after a **9% percent** allowance for tax discounts, delinquencies, exonerations and uncollectible taxes is **\$ 580,431**.
3. That the total approximate amount for said purpose during the term of the levy is **\$2,902,155**.
4. That the separate and aggregate assessed valuation of each class of taxable property within the County is

Class I	\$0
Class II	\$2,123,177,550
Class III	\$915,859,294
Class IV	\$889,337,368

5. That the proposed additional rate of levy in cents per one hundred dollars of assessed valuation on each class of property is:

	Library
Class I	.54 cents
Class II	1.08 cents
Class III	2.16 cents
Class IV	2.16 cents

6. That the proposed years to which the additional levy shall apply are the fiscal years beginning **July 1, 2023, July 1, 2024, July 1, 2025, July 1, 2026, and July 1, 2027.**
7. That the County Commission will not issue bonds upon approval of the proposed levy.
8. That the question of such additional levy shall be submitted to a vote of a special election to be held on the **10<sup>th</sup> day of May 2022.**
9. That notice calling such election shall be given by the publication of this Order at least once each week for two successive weeks next preceding said election in two newspapers of opposite politics and of a general circulation in the territory in which the election is held. If there is only one newspaper published in the county, said publication shall be made therein. All the provisions of the law concerning general elections shall apply so far as they are practicable.
10. That the ballot to be used at such election shall be in the following form:

**WOOD COUNTY COMMISSION**  
**SPECIAL ELECTION TO AUTHORIZE ADDITIONAL LEVIES**

(May 10, 2022)

A special election to authorize additional levies for the fiscal years beginning **July 1, 2023, July 1, 2024, July 1, 2025, July 1, 2026, and July 1, 2027** for Parkersburg & Wood County Public Library in the approximate amount of is **\$ 580,431** annually and **\$2,902,155** during the term of the levy; according to the Order of the County Commission entered on **3rd day of February, 2022**.

That the additional rate of levy in cents per one hundred dollars of assessed valuation on each class of property shall be:

	Library
Class I	.54 cents
Class II	1.08 cents
Class III	2.16 cents
Class IV	2.16 cents

( ) For the Levies

( ) Against the Levies

Wood County Commission

By: 

Commission President

ATTEST:



County Clerk

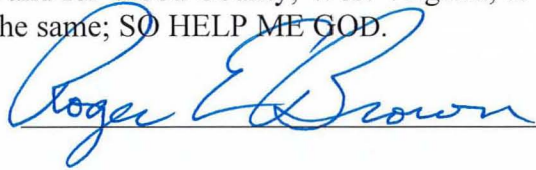
Wood County  
Mark Rhodes, Clerk  
Instrument 88277514  
02/03/2022 @ 03:23:05 PM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 69  
Pages Recorded 3



STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO -WIT:

I, Roger Brown, 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 Wood County Planning Commission, 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 2<sup>nd</sup> day of February, 2022.



County Commission of Wood County

Wood County  
Mark Rhodes, Clerk  
Instrument 88276882  
02/02/2022 @ 09:34:34 AM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 59  
Pages Recorded 1

STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO -WIT:

I, Jim Stage, 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 Wood County Planning Commission, 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.

James T. Stage

Subscribed and sworn to, before County Commission of Wood County, West Virginia, this 2<sup>nd</sup> day of February, 2022.

[Signature]  
County Commission of Wood County

Wood County  
Mark Rhodes, Clerk  
Instrument 88276831  
02/02/2022 @ 09:33:22 AM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 58  
Pages Recorded 1