

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
MONDAY FEBRUARY 14, 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 February 3 and 10, 2022.

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., Sarah Robinson, Wood County Compliance Officer, met with the County Commission to discuss property at 1442 Southern Highway, Mineral Wells, WV, which has salvage all over the property. She stated she is meeting with the Prosecuting Attorney to see what resolution is possible.

At 9:47 A.M., the County Commission discussed the County Poor Cemetery and stated they are in favor of only accepting cremations for burial going forward. They asked to be updated on the available space in the area before they make a decision.

At 9:52 A.M., the County Commission approved the hiring of Dennis Romine, Morgan Britton and Shelby Nuckolls as employees in the County Clerk's Office.

At 10:07 A.M., the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, appointed the following names to the Wood County Community Corrections Advisory Board.

Rick Woodyard            Law Enforcement/Public at Large

Shelby Wright            Substance Abuse Services

The unexpired terms will expire December 31, 2022. (Order A/2508)

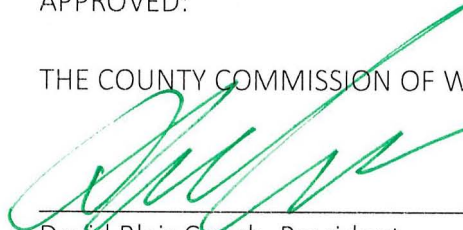
Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:15 A.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

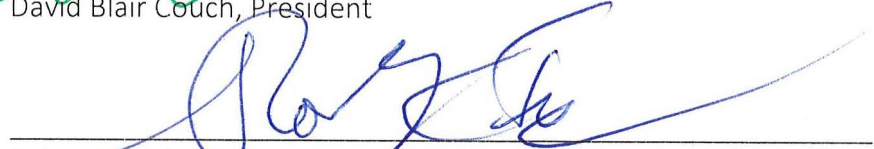
A/2508

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



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



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

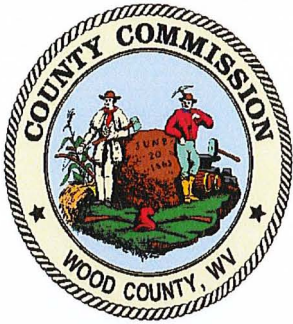


\_\_\_\_\_  
James Colombo, Commissioner

Wood County Commission Meeting  
Held February 14, 2022

**Please Print**

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Wood County Commission  
Agenda

February 14, 2022  
317 Market Street  
Parkersburg, WV 26101

|            |  |                                    |
|------------|--|------------------------------------|
| 9:30 A.M.  | Consider appointing Shelby Wright and Rick Woodyard to the Wood County Community Corrections Advisory Board      |                                    |
|            | Discuss the Wood County Cemetery   |                                    |
|            | Consider Request to Hire from the County Clerk's Office to hire Dennis R. Romine as a Deputy Clerk - \$33,600.00 |                                    |
|            | Consider Request to Hire from the County Clerk's Office to hire Morgan Britton as a Deputy Clerk - \$33,600.00   |                                    |
|            | Consider Request to Hire from the County Clerk's Office to hire Shelby Nuckolls as a Deputy Clerk - \$33,600.00  |                                    |
| 10:00 A.M. | Board of Review and Equalization   |                                    |
|            | 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, impropers 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 14, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED RICK WOODYARD AND SHELBY WRIGHT TO THE WOOD COUNTY COMMUNITY CORRECTIONS ADVISORY BOARD.

ORDER

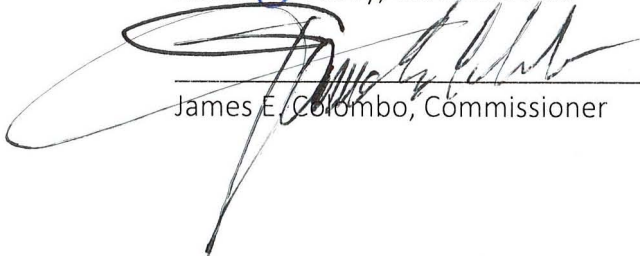
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, appointed the following names to the Wood County Community Corrections Advisory Board.

|               |                                 |
|---------------|---------------------------------|
| Rick Woodyard | Law Enforcement/Public at Large |
| Shelby Wright | Substance Abuse Services        |

The unexpired terms 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/2508

Wood County  
Mark Rhodes - Clerk  
Instrument 88278442  
02/14/2022 @ 04:10:46 PM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 105  
Pages Recorded 1

# Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type    | Check Date | Check Amount | Rec |
|----------|-----------|-------------|---------|------------|--------------|-----|
| 172770   | WVCGSIRP  | WVCORP      | VOID    | 02/04/2022 | (15,000.00)  | X   |
| 173164   | WVCGSIRP  | WVCORP      | REGULAR | 02/04/2022 | 15,000.00    |     |

GENERAL FUND Bank Id 101 Totals 0.00

Report Totals 0.00

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# Check Register Report for Wood County Commission

| Check No                               | Vendor Id | Vendor Name                       | Type    | Check Date | Check Amount | Rec |
|--|-----------|-----------------------------------|---------|------------|--------------|-----|
| 3833                                   | WV DEPUTY | WV DEPUTY SHERIFF'S<br>RETIREMENT | REGULAR | 02/07/2022 | 38,405.17    |     |
| 3834                                   | WV RETIRE | WV PUBLIC EMP RETIREMENT          | REGULAR | 02/07/2022 | 86,632.96    |     |
| <b>GENERAL FUND Bank Id 101 Totals</b> |           |                                   |         |            | 125,038.13   |     |
| <b>Report Totals</b>                   |           |                                   |         |            | 125,038.13   |     |






# Check Register Report for Wood County Commission

| Check No | Vendor Id     | Vendor Name                                | Type    | Check Date | Check Amount | Rec |
|----------|---------------|--|---------|------------|--------------|-----|
| 3782     | WV HOSP I     | RETIREE HEALTH BENEFIT TRUST FUND          | HAND    | 12/07/2021 | 22,899.00    |     |
| 3783     | DENTAL        | RENAISSANCE                                | REGULAR | 12/07/2021 | 445.84       |     |
| 3832     | DENTAL        | RENAISSANCE                                | REGULAR | 12/07/2021 | 136.14       |     |
| 172920   | AAP           | ADVANCE AUTO PARTS                         | REGULAR | 12/07/2021 | 221.40       |     |
| 172921   | ASTORGFORD    | ASTORG FORD LINCOLN-MERCURY                | REGULAR | 12/07/2021 | 117.38       |     |
| 172922   | BIG A MUF     | BIG A MUFFLER                              | REGULAR | 12/07/2021 | 520.00       |     |
| 172923   | BREWER        | BREWER & CO. OF WV, INC.                   | REGULAR | 12/07/2021 | 1,058.00     |     |
| 172924   | CHAMBER       | CHAMBER OF COMMERCE OF THE MID-OHIO VALLEY | REGULAR | 12/07/2021 | 1,300.00     |     |
| 172925   | CRUM G        | GWEN CRUM                                  | REGULAR | 12/07/2021 | 54.04        |     |
| 172926   | DOMINIONH     | DOMINION HOPE                              | REGULAR | 12/07/2021 | 2,677.61     |     |
| 172927   | DUNBAR PRINTI | DUNBAR PRINTING AND GRAPHICS               | REGULAR | 12/07/2021 | 743.00       |     |
| 172928   | GOLDEN &      | GOLDEN & AMOS                              | REGULAR | 12/07/2021 | 752.00       |     |
| 172929   | HUMANE SO     | HUMANE SOCIETY                             | REGULAR | 12/07/2021 | 22,583.33    |     |
| 172930   | LOWES         | LOWE'S COMPANIES, INC.                     | REGULAR | 12/07/2021 | 173.04       |     |
| 172931   | ODEPOT        | OFFICE DEPOT                               | REGULAR | 12/07/2021 | 759.28       |     |
| 172932   | POLYMER       | POLYMER ALLIANCE ZONE INC                  | REGULAR | 12/07/2021 | 500.00       |     |
| 172933   | RICOH         | RICOH USA INC                              | REGULAR | 12/07/2021 | 237.56       |     |
| 172934   | TAYLOR'S      | TAYLOR'S TRASH REMOVAL                     | REGULAR | 12/07/2021 | 197.67       |     |
| 172935   | TIANO         | TIANO-KNOPP ASSOC., INC.                   | REGULAR | 12/07/2021 | 500.00       |     |
| 172936   | USPS          | UNITED STATES POSTAL SERVICE               | REGULAR | 12/07/2021 | 188.00       |     |
| 172937   | VCA           | VCA DUDLEY AVENUE ANIMAL CLINIC            | REGULAR | 12/07/2021 | 195.20       |     |
| 172938   | WORKINGMA     | WORKINGMAN'S STORE                         | REGULAR | 12/07/2021 | 125.00       |     |
| 172939   | WV ST AUD     | WV STATE AUDITOR                           | REGULAR | 12/07/2021 | 2,392.00     |     |

**GENERAL FUND Bank Id 101 Totals**

58,775.49

**Report Totals**

58,775.49

# Check Register Report for Wood County Commission

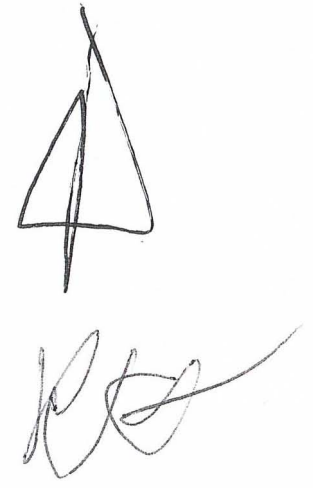
| Check No | Vendor Id | Vendor Name | Type    | Check Date | Check Amount | Rec |
|----------|-----------|-------------|---------|------------|--------------|-----|
| 1170     | INSIGHT   | INSIGHT     | REGULAR | 02/08/2022 | 400.00       |     |


|                                       |                   |
|---------------------------------------|-------------------|
| COAL SEVERANCE TAX Bank Id 201 Totals | <u>400.00</u>     |
| Report Totals                         | <u>413,886.51</u> |



# Check Register Report for Wood County Commission

| Check No   | Vendor Id  | Vendor Name                          | Type    | Check Date | Check Amount | Rec |
|--|------------|--------------------------------------|---------|------------|--------------|-----|
| 8064   | DICKWARNER | DICK WARNER RENTALS                  | REGULAR | 02/08/2022 | 950.00       |     |
| 8065   | DOMINIONH  | DOMINION HOPE                        | REGULAR | 02/08/2022 | 396.36       |     |
| 8066   | ENGLEFIELD | ENGLEFIELD OIL COMPANY               | REGULAR | 02/08/2022 | 66.54        |     |
| 8067   | LAMP       | LAMP PESTPROOF                       | REGULAR | 02/08/2022 | 128.40       |     |
| 8068   | REYNOLDSL  | REYNOLDS LANDSCAPING                 | REGULAR | 02/08/2022 | 625.00       |     |
| 8069   | SPENCER W  | CITY OF SPENCER<br>WATERWORKS        | REGULAR | 02/08/2022 | 31.44        |     |
| 8070   | WOOD CO W  | WOOD COUNTY WASTE                    | REGULAR | 02/08/2022 | 159.03       |     |
| 8071   | WVDTL      | WV DRUG TESTING<br>LABORATORIES. INC | REGULAR | 02/08/2022 | 49,709.75    |     |
| <b>COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals</b> |            |                                      |         |            | 52,066.52    |     |



# Check Register Report for Wood County Commission

| Check No                                   | Vendor Id  | Vendor Name                       | Type    | Check Date | Check Amount | Rec |
|--|------------|-----------------------------------|---------|------------|--------------|-----|
| 2477                                       | ALARM      | ALARM SYSTEMS PRO, LLC            | REGULAR | 02/08/2022 | 894.90       |     |
| 2478                                       | CAS CABLE  | CAS CABLE                         | REGULAR | 02/08/2022 | 122.02       |     |
| 2479                                       | CLAYWOOD   | CLAYWOOD PARK PUBLIC SERVICE DIST | REGULAR | 02/08/2022 | 33.98        |     |
| 2480                                       | DOMINIONH  | DOMINION HOPE                     | REGULAR | 02/08/2022 | 330.92       |     |
| 2481                                       | FLEETPRIDE | FLEETPRIDE                        | REGULAR | 02/08/2022 | 68.86        |     |
| 2482                                       | MONPOWER   | MON POWER                         | REGULAR | 02/08/2022 | 108.82       |     |
| 2483                                       | RYANALES   | ALESHIA RYAN                      | REGULAR | 02/08/2022 | 1,000.00     |     |
| 2484                                       | SIR SPEED  | SIR SPEEDY PRINTING               | REGULAR | 02/08/2022 | 11,275.29    |     |
| <b>FIRE SERVICE FEE Bank Id 120 Totals</b> |            |                                   |         |            | 13,834.79    |     |




# Check Register Report for Wood County Commission


| Check No                            | Vendor Id | Vendor Name     | Type    | Check Date | Check Amount     | Rec |
|-------------------------------------|-----------|-----------------|---------|------------|------------------|-----|
| 3611                                | BIINCORP  | BI INCORPORATED | REGULAR | 02/08/2022 | 11,240.40        |     |
| HOME CONFINEMENT Bank Id 108 Totals |           |                 |         |            | <u>11,240.40</u> |     |







# Check Register Report for Wood County Commission

| Check No                      | Vendor Id    | Vendor Name                       | Type    | Check Date | Check Amount    | Rec |
|-------------------------------|--------------|-----------------------------------|---------|------------|-----------------|-----|
| 8295                          | CINTAS       | CINTAS CORPORATION                | REGULAR | 02/08/2022 | 57.28           |     |
| 8296                          | DONNELLON-SL | DONNELLON MCCARTHY<br>ENTERPRISES | REGULAR | 02/08/2022 | 196.71          |     |
| 8297                          | ENGLEFIELD   | ENGLEFIELD OIL COMPANY            | REGULAR | 02/08/2022 | 321.28          |     |
| 8298                          | SEGRA        | SEGRA                             | REGULAR | 02/08/2022 | 789.88          |     |
| 8299                          | SUDDENLINK   | SUDDENLINK                        | REGULAR | 02/08/2022 | 262.79          |     |
| E-911 FUND Bank Id 107 Totals |              |                                   |         |            | <u>1,627.94</u> |     |



# Check Register Report for Wood County Commission

| Check No                               | Vendor Id    | Vendor Name                           | Type    | Check Date | Check Amount | Rec |
|--|--------------|---------------------------------------|---------|------------|--------------|-----|
| 173187                                 | VERIZONW     | VERIZON WIRELESS                      | REGULAR | 02/08/2022 | 800.92       |     |
| 173188                                 | WAVERLY      | WAVERLY VOLUNTEER FIRE DEPARTMENT     | REGULAR | 02/08/2022 | 71,900.53    |     |
| 173189                                 | WOOD CO FIRE | WOOD CO FIRE BOARD                    | REGULAR | 02/08/2022 | 17.50        |     |
| 173190                                 | WORKINGMA    | WORKINGMAN'S STORE                    | REGULAR | 02/08/2022 | 219.94       |     |
| 173191                                 | WVUMED       | WVU MEDICAL CORP OR UNIVERSITY HEALTH | REGULAR | 02/08/2022 | 371.00       |     |
| <b>GENERAL FUND Bank Id 101 Totals</b> |              |                                       |         |            | 332,644.04   |     |
| <b>Report Totals</b>                   |              |                                       |         |            | 332,644.04   |     |

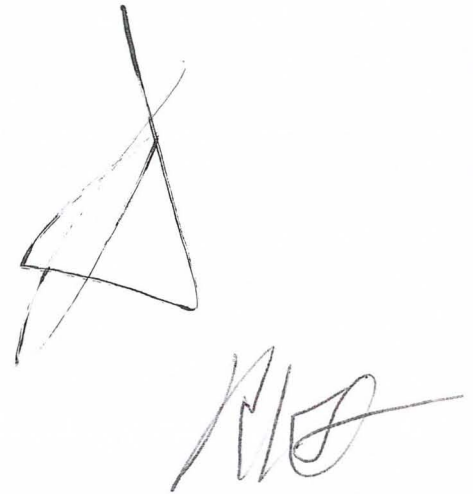



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| Check No | Vendor Id      | Vendor Name                              | Type    | Check Date | Check Amount | Rec |
|----------|----------------|--|---------|------------|--------------|-----|
| 3835     | DENTAL         | RENAISSANCE                              | REGULAR | 02/08/2022 | 1,136.43     |     |
| 3836     | DENTAL         | RENAISSANCE                              | REGULAR | 02/08/2022 | 2,049.50     |     |
| 3837     | MONPOWER       | MON POWER                                | REGULAR | 02/08/2022 | 210.32       |     |
| 173165   | AAP            | ADVANCE AUTO PARTS                       | REGULAR | 02/08/2022 | 640.80       |     |
| 173166   | CRUM G         | GWEN CRUM                                | REGULAR | 02/08/2022 | 65.88        |     |
| 173167   | DANASAFETY     | DANA SAFETY SUPPLY INC                   | REGULAR | 02/08/2022 | 1,845.00     |     |
| 173168   | DISH           | DISH NETWORK                             | REGULAR | 02/08/2022 | 132.77       |     |
| 173169   | DOMINIONH      | DOMINION HOPE                            | REGULAR | 02/08/2022 | 2,763.33     |     |
| 173170   | DONNELLON-SL   | DONNELLON MCCARTHY ENTERPRISES           | REGULAR | 02/08/2022 | 185.78       |     |
| 173171   | DUNBAR PRINTII | DUNBAR PRINTING AND GRAPHICS             | REGULAR | 02/08/2022 | 465.80       |     |
| 173172   | ELEC SPECIALTY | ELECTRONIC SPECIALTY COMPANY             | REGULAR | 02/08/2022 | 34,984.00    |     |
| 173173   | ENGLEFIELD     | ENGLEFIELD OIL COMPANY                   | REGULAR | 02/08/2022 | 10,043.05    |     |
| 173174   | GALLS          | GALLS                                    | REGULAR | 02/08/2022 | 278.60       |     |
| 173175   | GOODYEAR       | GOODYEAR AUTO SERVICE CENTER             | REGULAR | 02/08/2022 | 2,520.00     |     |
| 173176   | IKE WALKER     | IKE WALKER ORGANIZATION                  | REGULAR | 02/08/2022 | 720.00       |     |
| 173177   | LEXIS          | LEXIS NEXIS                              | REGULAR | 02/08/2022 | 525.37       |     |
| 173178   | MARSHALLU      | MARSHALL UNIVERSITY RESEARCH CORP        | REGULAR | 02/08/2022 | 800.00       |     |
| 173179   | ODEPOT         | OFFICE DEPOT                             | REGULAR | 02/08/2022 | 13.29        |     |
| 173180   | P-LIBRARY      | PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY | REGULAR | 02/08/2022 | 11,372.12    |     |
| 173181   | REGIONALJ      | WV REGIONAL JAIL & CORRECTIONAL FACILITY | REGULAR | 02/08/2022 | 187,113.50   |     |
| 173182   | RIS            | RECORDS IMAGING & STORAGE INC            | REGULAR | 02/08/2022 | 922.13       |     |
| 173183   | SHERWIN-W      | SHERWIN-WILLIAMS PAINT                   | REGULAR | 02/08/2022 | 137.17       |     |
| 173184   | SMITH JODI     | JODI SMITH                               | REGULAR | 02/08/2022 | 62.57        |     |
| 173185   | TAYLOR'S D     | TAYLOR'S DISPOSAL INC                    | REGULAR | 02/08/2022 | 208.94       |     |
| 173186   | TRANSUNION     | TRANSUNION RISK AND ALTERNATIVE DATA     | REGULAR | 02/08/2022 | 137.80       |     |

# Check Register Report for Wood County Commission

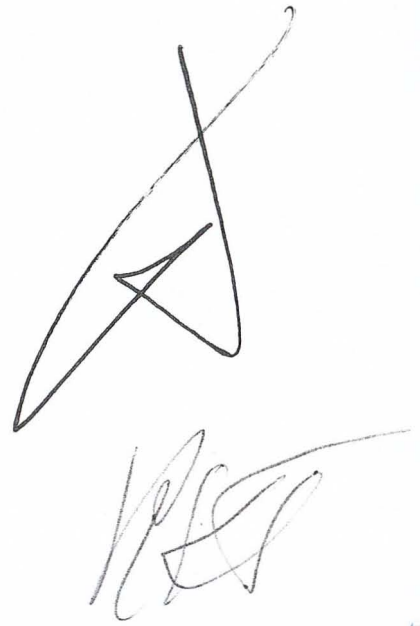
| Check No                                       | Vendor Id | Vendor Name                       | Type    | Check Date | Check Amount    | Rec |
|--|-----------|-----------------------------------|---------|------------|-----------------|-----|
| 1296   | WV DEPUTY | WV DEPUTY SHERIFF'S<br>RETIREMENT | REGULAR | 02/09/2022 | 1,648.00        |     |
| DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals |           |                                   |         |            | <u>1,648.00</u> |     |
| Report Totals                                  |           |                                   |         |            | <u>1,648.00</u> |     |

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# Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name     | Type    | Check Date | Check Amount | Rec |
|----------|-----------|-----------------|---------|------------|--------------|-----|
| 2485     | POSTMASTE | U.S. POSTMASTER | REGULAR | 02/10/2022 | 116.00       |     |

|                                     |               |
|-------------------------------------|---------------|
| FIRE SERVICE FEE Bank Id 120 Totals | <u>116.00</u> |
| Report Totals                       | <u>116.00</u> |

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# Check Register Report for Wood County Commission

| Check No                               | Vendor Id | Vendor Name                          | Type | Check Date | Check Amount | Rec |
|--|-----------|--------------------------------------|------|------------|--------------|-----|
| 3838                                   | HEALTH    | HIGHMARK WEST VIRGINIA               | HAND | 02/09/2022 | 5,327.19     |     |
| 3839                                   | HEALTH    | HIGHMARK WEST VIRGINIA               | HAND | 02/09/2022 | 14,108.01    |     |
| 3840                                   | WV HOSP I | RETIREE HEALTH BENEFIT<br>TRUST FUND | HAND | 02/09/2022 | 22,899.00    |     |
| <b>GENERAL FUND Bank Id 101 Totals</b> |           |                                      |      |            | 42,334.20    |     |
| <b>Report Totals</b>                   |           |                                      |      |            | 42,334.20    |     |


# Check Register Report for Wood County Commission

| Check No                                      | Vendor Id | Vendor Name      | Type    | Check Date | Check Amount     | Rec |
|---|-----------|------------------|---------|------------|------------------|-----|
| 8072  | FIFTH     | FIFTH THIRD BANK | REGULAR | 02/10/2022 | 1,909.69         |     |
| COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals |           |                  |         |            | <u>1,909.69</u>  |     |
| Report Totals                                 |           |                  |         |            | <u>59,781.90</u> |     |

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# Check Register Report for Wood County Commission

| Check No                            | Vendor Id | Vendor Name     | Type    | Check Date | Check Amount  | Rec |
|-------------------------------------|-----------|-----------------|---------|------------|---------------|-----|
| 2485                                | POSTMASTE | U.S. POSTMASTER | REGULAR | 02/10/2022 | 116.00        |     |
| FIRE SERVICE FEE Bank Id 120 Totals |           |                 |         |            | <u>116.00</u> |     |



**Check Register Report for Wood County Commission**

| Check No                      | Vendor Id | Vendor Name      | Type    | Check Date | Check Amount | Rec |
|-------------------------------|-----------|------------------|---------|------------|--------------|-----|
| 8300                          | FIFTH     | FIFTH THIRD BANK | REGULAR | 02/10/2022 | 6,448.69     |     |
| E-911 FUND Bank Id 107 Totals |           |                  |         |            | 6,448.69     |     |


# Check Register Report for Wood County Commission

| Check No                        | Vendor Id | Vendor Name      | Type    | Check Date | Check Amount     | Rec |
|---------------------------------|-----------|------------------|---------|------------|------------------|-----|
| 173192                          | FIFTH     | FIFTH THIRD BANK | REGULAR | 02/10/2022 | 50,853.95        |     |
| GENERAL FUND Bank Id 101 Totals |           |                  |         |            | <u>50,853.95</u> |     |

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