

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
MONDAY, MARCH 21, 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.

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., the approval of election poll workers and alternates for the upcoming election was cancelled because they have already been appointed.

At 9:55 A.M., the County Commission met with Sarah Robinson, Compliance Officer to discuss Abandoned/Dilapidated property at 554 Homewood Road, Washington, WV. The County Commission asked that the property owner appear before the County Commission.

At 10:00 A.M., the County Commission met with Alex Mace. Mr. Mace discussed his plans for a possible gun range on Williams Highway outside of the Vienna city limits. The County Commission explained they have no regulations on gun ranges.

At 10:20 A.M., the County Commission worked on the budget for fiscal year 2022/2023.

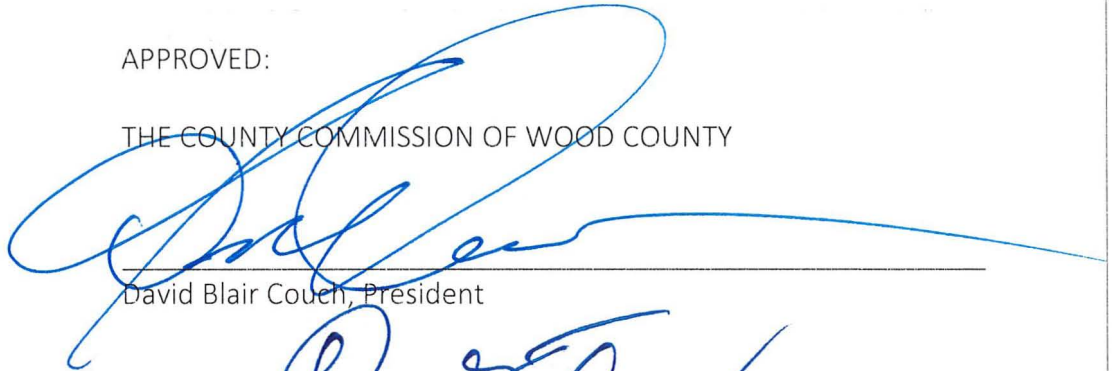
Having no scheduled appointments or business to attend to, the County Commission adjourned at 12:31 P.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/2525

APPROVED:

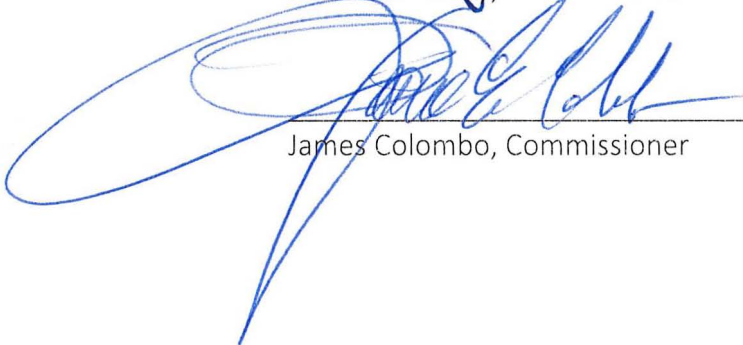
THE COUNTY COMMISSION OF WOOD COUNTY

A large, stylized handwritten signature in blue ink, likely belonging to David Blair Couch, the President of the County Commission.

David Blair Couch, President

A handwritten signature in blue ink, likely belonging to Robert K. Tebay, a Commissioner.

Robert K. Tebay, Commissioner

A handwritten signature in blue ink, likely belonging to James Colombo, a Commissioner.

James Colombo, Commissioner

Wood County Commission Meeting  
Held March 21, 2022

Please Print

1.	Michael Harper
2.	Carol Polina
3.	Nana Hardy
4.	DAVID ALEXANDER MACE
5.	DAVID ALLEN MACE
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	



## Wood County Commission Agenda

March 21 2022  
1 Court Square Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Discussion approval of election poll workers and alternates for the upcoming election	Mark Rhodes and Soumai Smiri
10:00 A.M.	Discuss Abandoned/Dilapidated property - 554 Homewood Road, Washington, WV	Sarah Robinson, Compliance Officer
10:15 A.M.	Discuss possible shooting range on Williams Highway	Alex Mace
	Work on Fiscal Year 2022/2023 Budget	
	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, 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

MARCH 21, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF THE APPROVAL OF THE REQUEST FOR REVISION TO APPROVED BUDGET IN REGARD TO REVISION NO. 2 IN THE GENERAL COUNTY FUND BUDGET FOR THE FISCAL YEAR 2021/2022.

**ORDER**

On this date, the County Commission of Wood County was in receipt of the Approval of the Request for Revision to Approved Budget from the West Virginia State Auditor, Chief Inspector Division, Charleston, West Virginia, in regard to Revision No. 2 in the General County Fund budget for the fiscal year 2021/2022. Receipt of said Approval is pursuant to an Order appearing in Order Book 76, at Page 302 and bearing the date of March 14, 2022, at which time the Request for Revision was signed by Mark Rhodes, Clerk of the Wood County Commission.

A copy of said Approval is attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2525

Wood County  
Mark Rhodes, Clerk  
Instrument 88281239  
03/21/2022 @ 01:54:23 PM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 307  
Pages Recorded 1

## Check Register Report for Wood County Commission

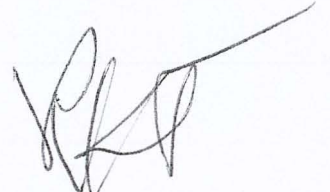
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8097	FIFTH	FIFTH THIRD BANK	REGULAR	03/11/2022	1,625.05	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

1,625.05

Report Totals

24,097.35



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
688	ZMM	ZMM INC	REGULAR	03/15/2022	32,200.00	

CAPITAL RESERVE Bank Id 247 Totals 32,200.00

Report Totals 515,578.80

Handwritten signature and initials, possibly 'VR' and a large 'D' or 'O'.



## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1006	ZMM	ZMM INC	REGULAR	03/15/2022	97,842.30	

AMERICAN RESCUE PLAN Bank Id 207 Totals

97,842.30

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature appears to be a cursive representation of a name, possibly 'J. R. L.' or similar, with a long horizontal stroke extending to the right.

## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8098	CITY OF RIPLEY	CITY OF RIPLEY	REGULAR	03/15/2022	314.86	
8099	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	03/15/2022	74.00	
8100	JACKSON COUN	JACKSON COUNTY PROPERTIES. LLC	REGULAR	03/15/2022	1,000.00	
8101	LANCE	PHYLISS LANCE	REGULAR	03/15/2022	550.00	
8102	WCC	WOOD COUNTY COMMISSION	REGULAR	03/15/2022	1,725.00	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					<u>3,663.86</u>	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2520	A-ONE	A-ONE HEATING & COOLING	REGULAR	03/15/2022	15,821.54	
2521	ARMSTRONG GR	ARMSTRONG	REGULAR	03/15/2022	169.82	
2522	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	03/15/2022	2,920.44	
2523	BAILEY IN	BILL BAILEY INSURANCE AGENCY	REGULAR	03/15/2022	5,709.00	
2524	BATTERIES	BATTERIES DIRECT	REGULAR	03/15/2022	119.85	
2525	BOSLEY	BOSLEY RENTAL & SUPPLY INC	REGULAR	03/15/2022	365.94	
2526	CAS CABLE	CAS CABLE	REGULAR	03/15/2022	122.02	
2527	CLAYWOOD	CLAYWOOD PARK PUBLIC SERVICE DIST	REGULAR	03/15/2022	45.38	
2528	DOMINIONH	DOMINION HOPE	REGULAR	03/15/2022	531.37	
2529	DR WELLS	D.R. WELLS TAX SERVICES INC	REGULAR	03/15/2022	1,600.00	
2530	EMERGENCY M	EMERGENCY MEDICAL PRODUCTS INC	REGULAR	03/15/2022	455.22	
2531	FLEETPRIDE	FLEETPRIDE	REGULAR	03/15/2022	521.98	
2532	LUBECKVFD	LUBECK VFD	REGULAR	03/15/2022	225.99	
2533	MATHENY M	MATHENY MOTOR TRUCK CO	REGULAR	03/15/2022	2,295.70	
2534	MONPOWER	MON POWER	REGULAR	03/15/2022	342.14	
2535	MSESC	MOUNTAIN STATE EDUCATIONAL SERVICES	REGULAR	03/15/2022	675.00	
2536	STRYKER	STRYKER SALES CORP.	REGULAR	03/15/2022	110.24	
2537	VOYAGER	VOYAGER	REGULAR	03/15/2022	344.60	
<b>FIRE SERVICE FEE Bank Id 120 Totals</b>					<u>32,376.23</u>	






## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3615	VERIZONW	VERIZON WIRELESS	REGULAR	03/15/2022	160.01	

HOME CONFINEMENT Bank Id 108 Totals

160.01

A handwritten signature in black ink, appearing to be 'R. A.', is 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
8319	AAP	ADVANCE AUTO PARTS	REGULAR	03/15/2022	159.99	
8320	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	03/15/2022	59.00	
8321	LAMP	LAMP PESTPROOF	REGULAR	03/15/2022	295.00	
8322	MEDEXPRESS	MEDEXPRESS URGENT CARE INC WV	REGULAR	03/15/2022	174.00	
8323	MODERNM	MODERN MARKETING	REGULAR	03/15/2022	320.16	
8324	SEGRA	SEGRA	REGULAR	03/15/2022	789.88	
8325	SUDDENLINK	SUDDENLINK	REGULAR	03/15/2022	262.79	
8326	T&S	T&S LAWN-LANDSCAPE INC	REGULAR	03/15/2022	795.00	
8327	VERIZONW	VERIZON WIRELESS	REGULAR	03/15/2022	142.01	
E-911 FUND Bank Id 107 Totals					<u>2,997.83</u>	

## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
173363	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	03/15/2022	943.13	
173364	RUNYON	RUNYON LOCK SERVICE	REGULAR	03/15/2022	59.00	
173365	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	03/15/2022	461.00	
173366	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	03/15/2022	233.84	
173367	STONEWALLRET	STONEWALL RETAIL MARKETING INC	REGULAR	03/15/2022	22,187.50	
173368	STUARTOIL	STUART OIL COMPANY	REGULAR	03/15/2022	200.00	
173369	UNION WIL	UNION WILLIAMS PSD	REGULAR	03/15/2022	271.01	
173370	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	03/15/2022	1,667.28	
173371	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	03/15/2022	2,524.33	
173372	VERIZONW	VERIZON WIRELESS	REGULAR	03/15/2022	2,458.73	
173373	WATERBOY	WATERBOY LLC	REGULAR	03/15/2022	22.00	
173374	WCDA	WOOD COUNTY DEVELOPMENT AUTHORITY	REGULAR	03/15/2022	250.00	
173375	WVCGSIRP	WVCORP	REGULAR	03/15/2022	43,651.00	

**GENERAL FUND Bank Id 101 Totals**

346,318.58

Handwritten signature and initials in the bottom right corner of the page.



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3863	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	03/15/2022	1,605.00	
3864	CHILD	CHILD SUPPORT ENF DIV	REGULAR	03/15/2022	536.06	
3865	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	03/15/2022	331.92	
3866	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	03/15/2022	0.00	
3867	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	03/15/2022	91,095.42	
3869	DENTAL	RENAISSANCE	REGULAR	03/15/2022	884.94	
3870	DENTAL	RENAISSANCE	REGULAR	03/15/2022	1,237.53	
173345	ABBOT	ABBOTT	REGULAR	03/15/2022	3,280.32	
173346	AMERICANR	AMERICAN RED CROSS	REGULAR	03/15/2022	2,500.00	
173347	BOSOLIND	BOSO LINDSEY A	REGULAR	03/15/2022	382.07	
173348	BREWER	BREWER & CO. OF WV, INC.	REGULAR	03/15/2022	1,165.00	
173349	CRUM G	GWEN CRUM	REGULAR	03/15/2022	130.72	
173350	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	03/15/2022	47.25	
173351	DOMINIONH	DOMINION HOPE	REGULAR	03/15/2022	2,221.90	
173352	DONNELLON	DONNELLON MCCARTHY ENTERP	REGULAR	03/15/2022	275.52	
173353	DONNELLON-SL	DONNELLON MCCARTHY ENTERPRISES	REGULAR	03/15/2022	761.44	
173354	GALLS	GALLS	REGULAR	03/15/2022	147.99	
173355	GARRDIAN	GARRETT DIANA KAY	REGULAR	03/15/2022	70.50	
173356	GENERALSA	GENERAL SALES CO.	REGULAR	03/15/2022	2,433.82	
173357	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	03/15/2022	19.50	
173358	GRAINGER	GRAINGER	REGULAR	03/15/2022	317.97	
173359	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	03/15/2022	152.76	
173360	LAMP	LAMP PESTPROOF	REGULAR	03/15/2022	350.00	
173361	ODEPOT	OFFICE DEPOT	REGULAR	03/15/2022	190.63	
173362	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	03/15/2022	161,251.50	

## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3863	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	03/15/2022	1,605.00	
3864	CHILD	CHILD SUPPORT ENF DIV	REGULAR	03/15/2022	536.06	
3865	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	03/15/2022	331.92	
3866	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	03/15/2022	0.00	
3867	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	03/15/2022	91,095.42	
PAYROLL FUND Bank Id 101 Totals					93,568.40	
Report Totals					93,568.40	



## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3868	MONPOWER	MON POWER	REGULAR	03/11/2022	124.50	
173344	FIFTH	FIFTH THIRD BANK	REGULAR	03/11/2022	16,110.96	
GENERAL FUND Bank Id 101 Totals					16,235.46	
Report Totals					16,235.46	

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature appears to be a cursive representation of a name, possibly "J. [unclear]".

## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8318	FIFTH	FIFTH THIRD BANK	REGULAR	03/11/2022	5,733.50	

E-911 FUND Bank Id 107 Totals

5,733.50