

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 28, 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 March 14, 2022.

AGENDA AND DISCUSSION ITEMS

At 9:33 A.M., the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, placed the name of Glen Kelly, Republican, to the Wood County Airport Authority. The County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, appointed Glen Kelly to said Authority. (Order A/2524) Mr. Kelly took his oath of office as a member of the Mid-Ohio Valley Airport Authority.

At 10:19 A.M., the County Commission approved the hiring of Michael Hamilton as a full time employee with the Assessor's Office.

At 10:20 A.M., the County Commission of Wood County upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, did hereby APPROVE the 2022/2023 Fiscal Year Wood County General Fund and Coal Severance Tax Budgets. The General Fund Budget total is twenty-five million, three hundred eighty-nine thousand, four hundred eighty-eight dollars and zero cents (\$25,389,488.00). The Coal Severance Tax Budget total is one hundred eighty-six thousand, three hundred eighteen dollars and zero cents (\$186,318.00). (Order A/2526)

At 10:27 A.M., the County Commission upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, 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 10:30 o'clock A.M. (Order C/123)

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:50 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

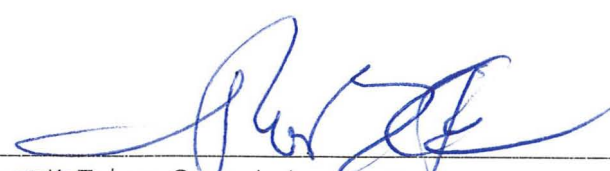
A/2524, A/2526, C/123

APPROVED:

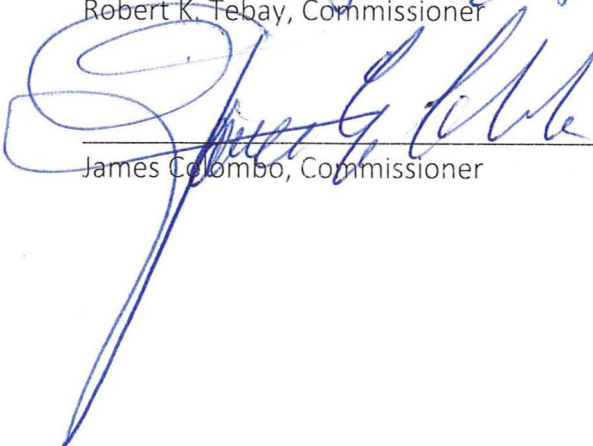
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held March 28, 2022

Please Print

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Wood County Commission
Agenda

March 28, 2022
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider Request to Hire Michael Hamilton as a full time Field Appraiser for the Wood County Assessor's Office - \$38,000.00/yr	
	Consider adoption of the 2022/2023 Fiscal Year 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, impropers and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

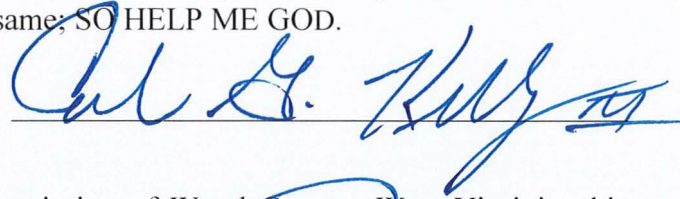
Funding requests from local organizations by written form

Payroll modification as submitted by elected officials

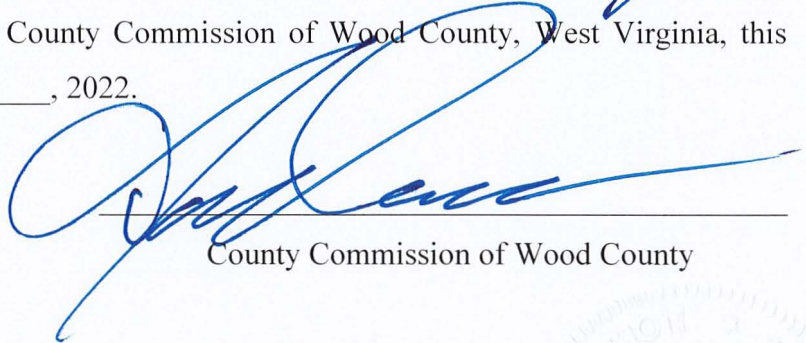
STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO -WIT:

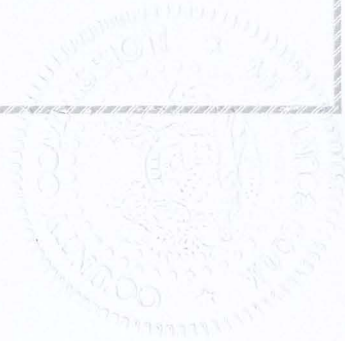
I, Glen Kelly, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the Wood County Airport Authority in and for Wood County, West Virginia, to the best of my skill 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
28 day of March, 2022.



County Commission of Wood County



Wood County
Mark Rhodes, Clerk
Instrument 88281243
03/28/2022 @ 04:01:06 PM
COUNTY COMMISSION ORDER
Book 76 @ Page 309
Pages Recorded 1

MARCH 14, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED THE NAME OF GLEN KELLY IN NOMINATION TO THE WOOD COUNTY AIRPORT AUTHORITY. THEY ALSO APPOINTED GLEN KELLY TO SAID AUTHORITY.

ORDER


On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, placed the name of Glen Kelly, Republican, to the Wood County Airport Authority.

The County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, appointed Glen Kelly to said Authority.

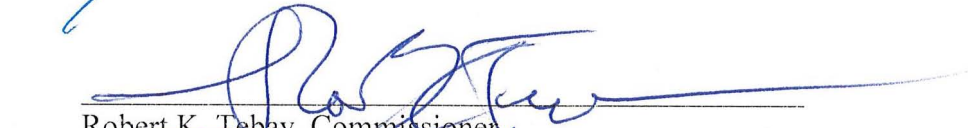
The new term will expire June 30, 2025.

APPROVED:

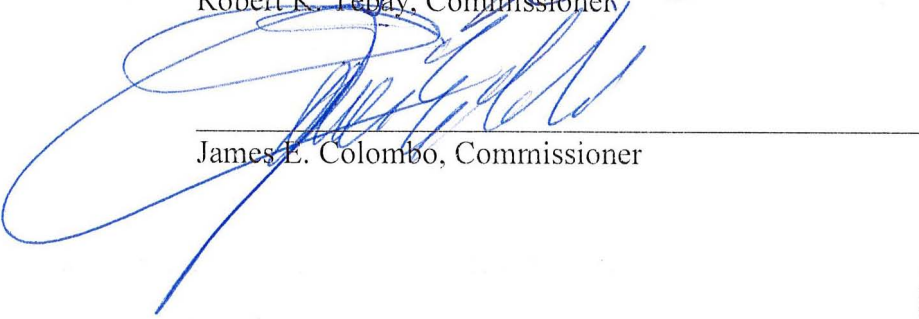
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2524

Wood County
Mark Stokes, Clerk
Instrument 88261244
03/14/2022 @ 04:02:29 PM
COUNTY COMMISSION ORDER
Book 76 @ Page 310
Pages Recorded 1

MARCH 28, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY APPROVE THE SUBMISSION OF
THE 2022/2023 GENERAL FUND AND COAL SEVERANCE TAX BUDGETS.

ORDER

On this date, the County Commission of Wood County upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by Stephen Gainer, did hereby APPROVE the 2022/2023 Fiscal Year Wood County General Fund and Coal Severance Tax Budgets. The General Fund Budget total is twenty-five million, three hundred eighty-nine thousand, four hundred eighty-eight dollars and zero cents (\$25,389,488.00). The Coal Severance Tax Budget total is one hundred eighty-six thousand, three hundred eighteen dollars and zero cents (\$186,318.00).

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2526

Wood County
Mark Rhodes, Clerk
Instrument 00201402
03/29/2022 @ 04:12:15 PM
COUNTY COMMISSION ORDER
Book 76 @ Page 322
Pages Recorded 1

MARCH 28, 2022

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 28th day of March, 2022, at 10:27 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 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 10:30 o'clock A.M.

APPROVED:

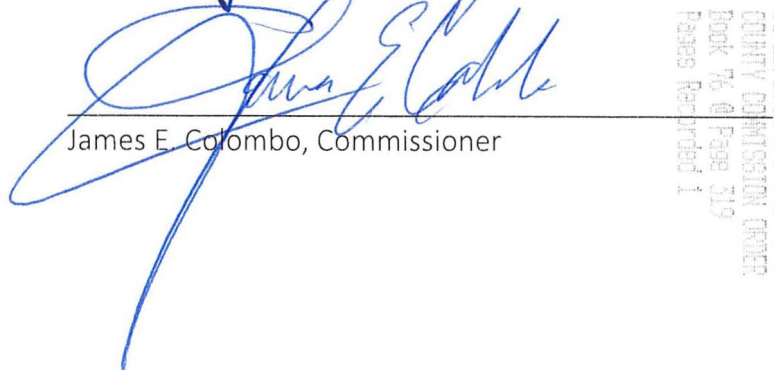
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

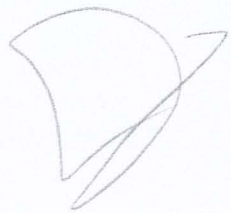
Wood County
Mark Rhodes, Clerk
InkPrintment 03/28/2022 04:02:42 PM
COUNTY COMMISSION ORDER
Book 76 @ Page 319
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3876	MONPOWER	MON POWER	REGULAR	03/23/2022	1,756.42	

GENERAL FUND Bank Id 101 Totals 1,756.42


Report Totals 1,756.42



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3874	DENTAL	RENAISSANCE	REGULAR	03/22/2022	3,337.64	
3875	DENTAL	RENAISSANCE	REGULAR	03/22/2022	1,249.70	
173376	AAP	ADVANCE AUTO PARTS	REGULAR	03/22/2022	134.73	
173377	BREWER	BREWER & CO. OF WV, INC.	REGULAR	03/22/2022	2,300.00	
173378	CCRC	CCRC ACTUARIES, LLC	REGULAR	03/22/2022	6,400.00	
173379	DMS	DMS PROPERTIES, LLC	REGULAR	03/22/2022	8,250.00	
173380	DONNELLON-SL	DONNELLON MCCARTHY ENTERPRISES	REGULAR	03/22/2022	542.77	
173381	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	03/22/2022	10,818.17	
173382	FEDERAL	FEDERAL EXPRESS CORP	REGULAR	03/22/2022	41.35	
173383	GALLS	GALLS	REGULAR	03/22/2022	183.99	
173384	JOHNSONCO	JOHNSON CONTROLS, INC.	REGULAR	03/22/2022	1,152.00	
173385	ODEPOT	OFFICE DEPOT	REGULAR	03/22/2022	935.35	
173386	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	03/22/2022	114,978.13	
173387	RUNYON	RUNYON LOCK SERVICE	REGULAR	03/22/2022	54.96	
173388	UNITED RE	UNITED REFRIGERATION INC.	REGULAR	03/22/2022	677.90	
173389	VCA	VCA DUDLEY AVENUE ANIMAL CLINIC	REGULAR	03/22/2022	430.44	

GENERAL FUND Bank Id 101 Totals 151,487.13




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8328	AT&T MOBILE	AT&T MOBILITY	REGULAR	03/22/2022	531.90	
8329	BIZ-TEC	BIZ TEC	REGULAR	03/22/2022	10,888.00	
8330	CALL ONE	CALL ONE	REGULAR	03/22/2022	384.00	
8331	CINTAS	CINTAS CORPORATION	REGULAR	03/22/2022	51.61	
8332	DOMINIONH	DOMINION HOPE	REGULAR	03/22/2022	613.35	
8333	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	03/22/2022	484.52	
8334	MOUNTAIN ST E	MOUNTAIN STATE ESC	REGULAR	03/22/2022	140.00	
8335	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	03/22/2022	1,000.00	
E-911 FUND Bank Id 107 Totals					14,093.38	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2538	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	03/22/2022	55.60	
2539	DOMINIONH	DOMINION HOPE	REGULAR	03/22/2022	123.00	
2540	HAUL	HAUL AWAY TRASH LLC	REGULAR	03/22/2022	29.50	
2541	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	03/22/2022	59.00	
2542	WEX	WEX BANK	REGULAR	03/22/2022	902.38	
FIRE SERVICE FEE Bank Id 120 Totals					<u>1,169.48</u>	

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature is cursive and appears to be a name, possibly 'W. H. H.', 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
8103	APP-POWER	APPALACHIAN POWER	REGULAR	03/22/2022	75.04	
8104	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	03/22/2022	484.52	
8105	MONPOWER	MON POWER	REGULAR	03/22/2022	182.49	
8106	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	03/22/2022	834.00	
8107	VERIZONW	VERIZON WIRELESS	REGULAR	03/22/2022	592.49	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					2,168.54	
Report Totals					170,808.62	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3871	HEALTH	HIGHMARK WEST VIRGINIA	HAND	03/21/2022	7,309.87	
3872	HEALTH	HIGHMARK WEST VIRGINIA	HAND	03/21/2022	541.07	
3873	HEALTH	HIGHMARK WEST VIRGINIA	HAND	03/21/2022	10,225.43	
PAYROLL FUND Bank Id 101 Totals					<u>18,076.37</u>	
Report Totals					<u>18,076.37</u>	

Two handwritten signatures in blue ink are located at the bottom right of the page. The signature on the left is a stylized, cursive name, and the signature on the right is a more complex, cursive name.



Wood County Commission
Agenda

March 28, 2022
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider Request to Hire Michael Hamilton as a full time Field Appraiser for the Wood County Assessor's Office - \$38,000.00/yr	
	Consider adoption of the 2022/2023 Fiscal Year Budget	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

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