

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203  
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD  
THURSDAY, APRIL 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 County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo, and made unanimous by Robert K. Tebay, did hereby AWARD the bid for pursuit vehicles to be used by the Wood County Sheriff's Department. Such sealed bids were received for review on April 11, 2022. The bid was awarded to:

Whiteside of St. Clairsville, Inc.  
50714 National Road E  
St. Clairsville, OH 43950  
Bid price - \$43,898.00

Order A/2543

At 9:33 A.M., the County Commission held a hearing in regard to the Ramona Lea Coe estate. Leslie Richmond, represented by Frank Parsons, requested a claim status for the estate. The County Commission Ordered the estate to be settled within thirty (30) days. (Probate Order)

At 9:48 A.M., the County Commission held a hearing in regard to the estate of Kenneth Ankrom estate. Lesa Torris, Co-Executor, requested that Kelly Cole (Kelley Cole, Co-Executor) be removed as Co-Executor of the estate. After review, the County Commission Ordered that the Co-Executors have thirty (30) days to sell the house or the Sheriff of Wood County will be appointed to handle the estate. (Probate Order)

At 10:00 A.M., the County Commission held a hearing in regard to the estate of Kathryn Wilhelm. Richard Smith, Attorney, requested that Kyra Smith be removed as Executrix in the Estate of Kathryn Wilhelm. The County Commission Ordered this estate be referred to William Crichton, Fiduciary Commissioner. (Probate Order).

In regard to the Estate of Richard Wilhelm and the request to remove Kyra Smith as Executrix in the Estate of Richard Wilhelm, the County Commission Ordered this estate to be continued for an evidentiary hearing. (Probate Order)

At 10:34 A.M., the County Commission held a hearing in regard to the estate of Betty Cowger. Denise Vallo and Paul Dennis Cowder, II, Co-Executors for the estate asked that claims be disallowed in this estate. After discussion, the County Commission Ordered the claims be disallowed. (Probate Order)

At 10:45 A.M., the County Commission held a hearing in regard to the estate of Mark Wilkes . Tiffany Wilkes, Administratrix, requested the hearing to be continued. The County Commission denied the request and Tiffany Wilkes has been removed as Administratrix and Matthew Wilkes is appointed as Administrator CTA. (Probate Order)

At 10:46 A.M., the County Commission held a hearing in regard to the state of Carl Balderson. Charles R. Balderson, for Audrey M. Balderson, Executrix, appeared before the County Commission and requested a claim be disallowed. After discussion, the County Commission Ordered the claim be disallowed. (Probate Order)

The County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, reappointed the following people to the Wood County 9-1-1 Advisory Board: Shawn Graham, City of Williamstown; Mike Shook, Emergency Services; Arnold C. Green Jr., E.I. Dupont (Industry); Beniah Depue, Fraternal Order of Police; Nathan Forshey, Deputy Sheriffs' Association; Sean Smith, Trauma/ES-Camden Clark; Jack Carr, St. Joseph's Ambulance and Gib Jackson, General Public. (Order A/2547)

The Order in regard to the Estate of Jean Wigal, deceased was put on record on this date.

Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:55 A.M.

#### ORDERS APPROVED AND ATTACHED TO THESE MINUTES


A/2543, A/2547, Probate Orders

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting  
Held April 21, 2022

Please Print

1.	Pickwood
2.	Charlie Johnson
3.	Franki Parsons
4.	John Boeg
5.	John Johnson
6.	Dana Lewis
7.	Donna
8.	Kelly Cole
9.	Theresa
10.	Donna
11.	Dana Acee
12.	Richard Smith
13.	Thomas R. Zimmerman
14.	Kyra Smith
15.	ROBERT MORSE HART
16.	Richard Wilhelm
17.	Mary Wilhelm
18.	Rose Fustich
19.	Denise Vallo
20.	DENNIS COWGER





## Wood County Commission Agenda

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

9:30 A.M.	Consider awarding bid for vehicles to be utilized by the Wood County Sheriff's Department	
9:30 A.M.	Estate of Ramona Lea Coe – Discuss claim status	Leslie Richmond, Petitioner
9:45 A.M.	Estate of Kenneth Ankrom – Consider request to remove Co-Executor, Kelly Cole	Lisa Torris, Co-Executor
10:00 A.M.	Estates of Kathryn Wilhelm and Richard Wilhelm, Jr. – Consider removing Executrix, Kyra Smith	Richard Smith, Attorney
10:15 A.M.	Estate of Betty C. Cowger – Consider request to disallow claims	Denise Vallo, Co-Executor
10:30 A.M.	Estate of Mark A. Wilkes - Consider request to remove Administratrix, Tiffany Wilkes	Matthew Wilkes, Petitioner
10:45 A.M.	Estate of Carl Balderson – Consider request to disallow claims	Russ Balderson, Executor
	Consider appointing Shawn Graham, Mike Shook, Arnold Green, Jr., Beniah Depue, Nathan Forshey, Sean Smith, Gib Jackson & Jack Carr – Wood County 911 Advisory Board	
	Administrator's Report	Marty Seuffer, 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

APRIL 21, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR PURSUIT  
VEHICLES TO BE USED BY WOOD COUNTY SHERIFF'S  
DEPARTMENT

**ORDER**

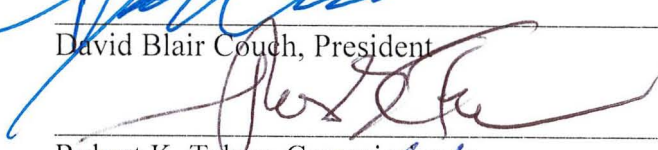
On this date, upon a motion made by David Blair Couch, seconded by James E. Colombo, and made unanimous by Robert K. Tebay, did hereby AWARD the bid for pursuit vehicles to be used by the Wood County Sheriff's Department. Such sealed bids were received for review on April 11, 2022. The bid was awarded to:

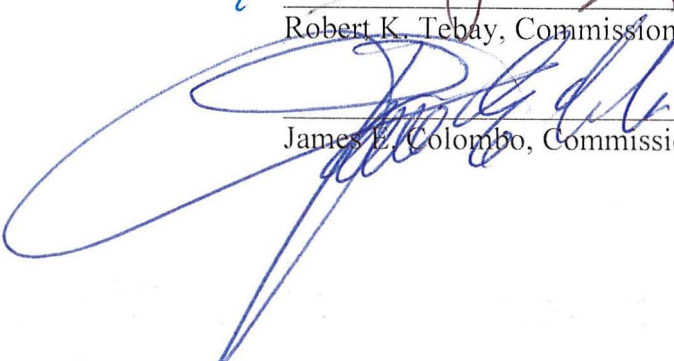
Whiteside of St. Clairsville, Inc.  
50714 National Road E  
St. Clairsville, OH 43950  
Bid price - \$43,898.00

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

A/2543

Wood County  
Mark Rhodes, Clerk  
Instrument 88284368  
04/21/2022 @ 03:06:32 PM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 378  
Pages Recorded 1



APRIL 21, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED SHAWN GRAHAM, MIKE SHOOK, ARNOLD GREEN, JR., BENIAH DEPUE, NATHAN FORSHEY, SEAN SMITH, GIB JACKSON AND JACK CARR TO THE WOOD COUNTY 911 ADVISORY BOARD.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, reappointed the following people to the Wood County 9-1-1 Advisory Board: Shawn Graham, City of Williamstown; Mike Shook, Emergency Services; Arnold C. Green Jr., E.I. Dupont (Industry); Beniah Depue, Fraternal Order of Police; Nathan Forshey, Deputy Sheriffs' Association; Sean Smith, Trauma/ES-Camden Clark; Jack Carr, St. Joseph's Ambulance and Gib Jackson, General Public.

The new terms will expire April 30, 2025.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

A/2547

Wood County  
Mark Rhodes, Clerk  
Instrument 88285353  
04/21/2022 @ 04:02:49 PM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 390  
Pages Recorded 1



APRIL 21, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: ESTATE OF JEAN WIGAL, DECEASED

**ORDER**

On the 24<sup>th</sup> day of March, 2022, the County Commission of Wood County held a hearing on a Petition to Probate a Holographic Will of Jean Wigal.

Blaine Myers, Attorney for Amy Frame, presented three witnesses, Robert Wigal, Mary Shears and Terry Kiley, whom testified to the validity of Jean Wigal's signature on the purported WILL.

The Commission deferred ruling until the Prosecuting Attorney reviewed the document.

Prosecuting Attorney Pat Lefebure informed the Commission the document presented does qualify as a Holographic Will under West Virginia State Code.

The County Commission hereby ORDERS the document presented by admitted by the County Clerk as the WILL of Jean Wigal.

Hearing no objections during the hearing the County Commission further approves Amy Frame as Executrix in the Estate of Jean Wigal.

The Clerk is further ORDERED to provide copies of this Order to all parties involved.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

DAVID BLAIR COUCH, PRESIDENT

ROBERT K. TEBAY, COMMISSIONER

JAMES E. COLOMBO, COMMISSIONER

Wood County  
Mark Rhodes, Clerk  
Instrument 88283004  
04/21/2022 @ 03:17:11 PM  
COUNTY COMMISSION ORDER  
Book 76 @ Page 361  
Pages Recorded 1

At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, April 21, 2022, Present, David Blair Couch, President of said Commission, Robert K Tebay, and James E Colombo Commissioners.

✓ IN RE: ESTATE OF CARL BALDERSON, DECEASED

ORDER COUNTY COMMISSION  
REQUEST TO DISALLOW CLAIM

This day came CHARLES RUSSELL BALDERSON, for AUDREY M BALDERSON, EXECUTRIX, for the Estate of CARL BALDERSON, deceased before the County Commission, in a hearing asking that a claim be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

✓ IN RE: ESTATE OF BETTY C COWGER, DECEASED

ORDER COUNTY COMMISSION  
REQUEST TO DISALLOW CLAIMS

This day came DENISE VALLO and PAUL DENNIS COWGER, II, CO- EXECUTOR'S, for the Estate of BETTY C COWGER, deceased before the County Commission, in a hearing asking that claims be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claims be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

✓ IN RE: ESTATE OF KENNETH ANKROM, DECEASED

(REQUEST TO REMOVE ONE CO EXECUTOR)

This 21<sup>th</sup> day of April, 2022, in a hearing held before the County Commission, LESA TORRIS, CO-EXECUTOR, requesting that KELLY COLE AKA KELLEY COLE, CO-EXECUTOR, of the Estate of KENNETH ANKROM, deceased, be removed. Upon review of said petition the County Commission moved that the CO-EXECUTOR'S have 30 days to settle the house or the Sheriff of Wood County will be appointed.

✓ IN RE: ESTATE OF MARK WILKES, DECEASED

HEARING CONTINUED

This 21<sup>st</sup> day of April, 2022, TIFFANY WILKES, ADMINISTRATRIX, for the estate of MARK WILKES, deceased, requested the hearing scheduled at 10:30 a.m., April 21, 2022, be continued. By order of County Commission, the request for the hearing to be continued was denied and that TIFFANY WILKES has been removed and MATTHEW WILKES is to be appointed ADMINISTRATOR CTA.

✓ IN RE: ESTATE OF RAMONA LEA COE, DECEASED

CLAIM STATUS

This 21<sup>st</sup> day of April, 2022, LESLIE RICHMOND, represented by FRANKI PARSONS, in a hearing requesting claim status, for the estate of RAMONA LEA COE, deceased. By order of the Wood County Commission, the estate is to be settled within 30 days.

✓ IN RE: ESTATE OF KATHRYN L WILHELM, DECEASED

REMOVE EXECUTRIX

This day came RICHARD SMITH, in a hearing requesting that KYRA L SMITH, EXECUTRIX, be removed in the Estate of KATHRYN L WILHELM, deceased, before the County Commission. By order of the County Commission this estate was referred to William Crichton, VI, Fiduciary Commissioner.

✓ IN RE: ESTATE OF RICHARD WILHELM, DECEASED

REMOVE EXECUTRIX

This day came RICHARD SMITH, in a hearing requesting that KYRA L SMITH, EXECUTRIX, be removed in the Estate of RICHARD WILHELM, deceased, before the County Commission. By order of the County Commission this estate was continued for an evidentiary hearing.

Wood County  
Mark Rhodes, Clerk  
Instrument 8628213  
04/21/2022 @ 03:45:21 PM  
COURT/ORDER  
Book 518 @ Page 107  
Pages Recorded 2