

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, MAY 26, 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., Gary Michael Deem took his oath of office as Chief Deputy for the Wood County Sheriff's Department.

At 9:50 A.M., the County Commission met with Celeste Ridgway, Wood County Circuit Clerk. She expressed concern about the inequality in pay levels between the various county departments.

At 10:00 A.M., the County Commission met with Doug Hess from the ARC of the Mid-Ohio Valley. Mr. Hess gave an update on their programs. He requested \$32,000.00 from the County to help them finish repairs on their building. The County Commission asked that he submit a letter of request for the funding.

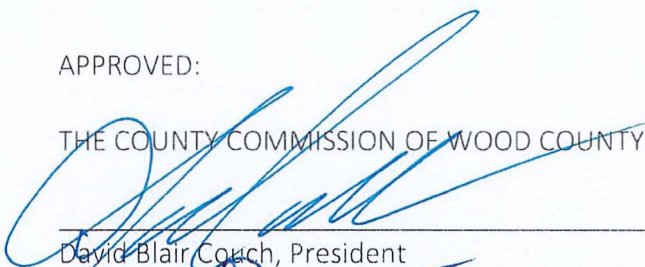
Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:37 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

No Orders

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held May 26, 2022

Please Print

1.	Gu Dora
2.	Celeste A Ridgway
3.	Douglas Hess
4.	Daniel Bonnell
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	



Wood County Commission
Agenda

May 26, 2022
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider Request to Hire Gary Michael Deem as Chief Deputy for the Wood County Sheriff's Department - \$63,000.00/yr and Oath of Office	
9:45 A.M.	Discuss employee salaries	Celeste Ridgway, Circuit Clerk
10:00 A.M.	Update on the ARC	Doug Hess
	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

Afternoon Marty,

I would like to set aside a time that I could speak to the Commission in regards to the Help Wanted add that went out to all County employees today from the County Clerk's Office. The add is at the bottom of this email.

It shows that this position will start out at \$34,800.00. The concern I have is that 7 employees that have been here from 2016 to 2021 are not making close to this even with the new approved raises for the 2022 Budget year.

The Deputy that has been here 7 years makes 32,832.00 a difference of \$1968 and 7 years of service. Two deputies have been here since 2018 and make 30,698.00 a difference of \$4102 with 4 years of service.

Three deputies that have been here since 2020 make \$30,630 a difference of \$4170.

The last employee hired in 2021 makes \$30,398.00, a difference of \$4402.

This is a substantial difference from a new employee just starting out in the County Clerk's Office. After reviewing the job description for this open County Position, it does not entail any more responsibilities than what the positions my Deputies have.

I would like to talk to the Commission about this and be given a reason why a new employee with same level of job responsibilities comes in making that much more than others in the County.

I appreciate your consideration looking at this issue and look forward to meeting with the Commission very soon to discuss this matter.

I am out next week from Sunday until Wednesday for the Circuit Clerk Conference, but available any time after that.

Thank you

*Celeste Ridgway
Wood County Circuit Clerk
#2 Government Square
Rm 133
Parkersburg, WV 26101
Phone: (304) 424-1700
Fax: (304) 424-1804*

Celeste Ridgway

From: Barb Johnston
Sent: Friday, May 20, 2022 11:21 AM
To: All County Employees
Subject: Job Opening

JOB OPENING

The Wood County Clerk's Office has a full time position available in the Voter Registration and Marriage License Office in Room 403 on the fourth floor of the Courthouse.

Job Description Includes:

- *Prepare for elections & work Election Day*
- *Register individuals to vote and make changes to a person's voter registration record*
- *Process marriage licenses*
- *Make certified copies of military discharge papers*
- *Data entry, assist customers and answer phones*
- *Must be able to lift 25 lbs.*
- *Starting salary \$34,800/year*

Requirements:

- *Wood County, West Virginia Resident and Registered Voter*
- *Type 40-50 WPM Accurately and Efficiently*
- *Good Attendance Record*
- *Willing to work in other County Clerk Offices (Record Room, Recording Office, Probate, Finance)*

Please mail, email or drop off resume by Wednesday, May 25, 2022, to:

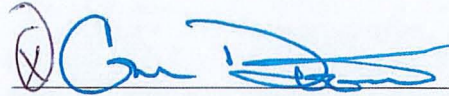
Barbara Johnston
Wood County Clerk's Office
1 Court Square, Suite 400
Parkersburg, WV 26101
304.424.1855
bjohnston@woodcountywv.com

STATE OF WEST VIRGINIA
COUNTY OF WOOD

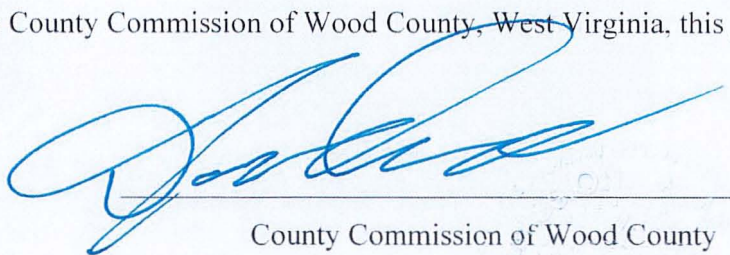
}

TO -WIT:

I, Gary Michael Deem, 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 Chief Deputy for the Wood County Sheriff's Department 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 26th day of May, 2022.



County Commission of Wood County

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4037	LIONSCLUB	BOAZ LIONS CLUB	VOID	05/24/2022	(75.00)	X
4050	DENTAL	RENAISSANCE	REGULAR	05/24/2022	2,264.54	
173995	AT&T MOBILE	AT&T MOBILITY	REGULAR	05/24/2022	3,811.68	
173996	CAS CABLE	CAS CABLE	REGULAR	05/24/2022	238.70	
173997	DISH	DISH NETWORK	REGULAR	05/24/2022	122.07	
173998	DOMINIONH	DOMINION HOPE	REGULAR	05/24/2022	29.37	
173999	FRONTIER	FRONTIER	REGULAR	05/24/2022	328.00	
174000	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	05/24/2022	28.00	
174001	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	05/24/2022	59.00	
174002	HINKLEB	BRENDA HINKLE	REGULAR	05/24/2022	3,759.20	
174003	INSIGHT	INSIGHT	REGULAR	05/24/2022	870.85	
174004	LAMP	LAMP PESTPROOF	REGULAR	05/24/2022	150.00	
174005	LEXIS	LEXIS NEXIS	REGULAR	05/24/2022	525.37	
174006	LIONSCLUB	BOAZ LIONS CLUB	REGULAR	05/24/2022	75.00	
174007	MCNEALY	NANCY MCNEALY, CCR	REGULAR	05/24/2022	123.20	
174008	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	05/24/2022	174.92	
174009	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	05/24/2022	16,156.67	
174010	PUREWATER	PURE WATER PARTNERS	REGULAR	05/24/2022	65.00	
174011	S W RESOU	S W RESOURCES	REGULAR	05/24/2022	35.00	
174012	SHERWIN-W	SHERWIN-WILLIAMS PAINT	REGULAR	05/24/2022	36.61	
174013	SUDDENLINK	SUDDENLINK	REGULAR	05/24/2022	155.22	
174014	VERIZONW	VERIZON WIRELESS	REGULAR	05/24/2022	72.33	
174015	WV GIS	WV GIS TECHNICAL CENTER	REGULAR	05/24/2022	2,000.00	

GENERAL FUND Bank Id 101 Totals

31,005.73

Check Register Report for Wood County Commission

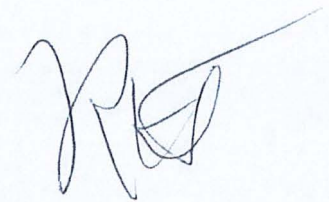
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8377	DOMINIONH	DOMINION HOPE	REGULAR	05/24/2022	185.47	
8378	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	05/24/2022	123.00	
8379	OPTIMUM	OPTIMUM WATER SOLUTIONS . INC.	REGULAR	05/24/2022	58.00	
E-911 FUND Bank Id 107 Totals					366.47	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2615	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	05/24/2022	4,364.81	
2616	FRONTIER	FRONTIER	REGULAR	05/24/2022	220.08	
2617	LUBECKVFD	LUBECK VFD	REGULAR	05/24/2022	244.62	
2618	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	05/24/2022	67.21	
2619	VOYAGER	VOYAGER	REGULAR	05/24/2022	1,005.37	
2620	WILLIAMST	WILLIAMSTOWN BANK	REGULAR	05/24/2022	3,052.87	

FIRE SERVICE FEE Bank Id 120 Totals

8,954.96



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8158	APP-POWER	APPALACHIAN POWER	REGULAR	05/24/2022	124.81	
8159	MONPOWER	MON POWER	REGULAR	05/24/2022	77.00	
8160	SUDDENLINK	SUDDENLINK	REGULAR	05/24/2022	637.46	
8161	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	05/24/2022	417.00	
8162	VERIZONW	VERIZON WIRELESS	REGULAR	05/24/2022	242.46	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

1,498.73

Report Totals

41,825.89