

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, OCTOBER 24, 2022

PRESENT: ROBERT K. TEBAY, COMMISSIONER
JAMES E. COLOMBO, COMMISSIONER

ABSENT: DAVID BLAIR COUCH, PRESIDENT

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 passed, approved minutes of October 13, 2022.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission discussed a property at 275 Bethel Road, Parkersburg, WV. The contact for the property stated he could not attend today because the brakes on his truck went out and requested a continuation of this hearing. Compliance Officer, Sarah Robinson and County Engineer, Maria Hardy, stated very little progress has been made on the property. After discussion, upon motion made by Robert K. Tebay, seconded by James E. Colombo and passed, did hereby ORDER prosecutors office to move forward with filing petition in circuit court regarding dilapidated structure at 275 Bethel Road, Washington, WV 26181. (Order S/4)

At 9:32 A.M., the County Commission approved the hiring of Tanna Gilchrist as an employee in the Circuit Clerk's Office.

At 9:34 A.M., the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and passed, announced that a vacancy exists on the Claywood Park Public Service District due to the term of Edna Summers expires on November 1, 2022. The new term will expire November 1, 2028. (Order A/2638)

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and passed, announced that a vacancy will exist on the Union Williams Public Service District due to the term of Stephen Nulter expiring on November 1, 2022. The unexpired term will expire November 1, 2028. (Order A/2639)

At 10:00 A.M., the County Commission discussed property located at 33 Harvest Drive, Williamstown, WV. The owner stated he is planning on selling the property. The County Commission, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and passed, did hereby Order Daniel Phan to return in two weeks with a written plan of action to renovate and/or demolish structures on the property. (Order S/1)

At 10:30 A.M., the County Commission heard a presentation from Attorney Rob Tebay for the creation of County Road Estates Road Maintenance Association. Commissioner Robert Tebay recused himself and since Commissioner Couch was in attendance. The County Commission continued the hearing. The hearing was continued until November 17, 2022 at 10:00 A.M.

At 10:55 A.M., the County Commission met with Lori Fluharty and Daniel Phan. Mrs. Fluharty is the prospective buy of Mr. Phan's property located at 33 Harvest Drive in Williamstown, WV.

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:10 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2638, A/2639, S/1, S/4

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held October 24, 2022

Please Print

1.	Sarah Robinson
2.	MARIA HARDY
3.	Daniel
4.	Harold Eggett
5.	John Hansen
6.	DL Bitt
7.	Amy Higgs
8.	Brittany Cool
9.	Ed Cool
10.	Lee Snyder
11.	Matt Jensen
12.	Michael Stigge
13.	Melony Crawford
14.	Lori Fluharty
15.	
16.	
17.	
18.	
19.	
20.	



Wood County Commission Agenda

October 24, 2022
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Continuation of hearing from September 19, 2022 for the cleanup of property located at 275 Bethel Road, Parkersburg, WV	Sarah Robinson, Compliance Officer
	Consider Request to Hire – Tanna Gilchrist as a Deputy Circuit Clerk - \$31,600.00/yr	
10:00 A.M.	Hearing - Abandoned/Dilapidated Property – 33 Harvest Drive, Williamstown, WV	Daniel Phan
10:30 A.M.	Discuss Petition for establishment of County Road Estates Road Maintenance Association	Rob Tebay, Attorney
	Announce vacancy on the Union-Williams Public Service District	
	Announce vacancy on the Claywood Park Public Service District	
	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

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

OCTOBER 24, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A VACANCY
EXISTS ON THE CLAYWOOD PARK PUBLIC SERVICE DISTRICT

ORDER

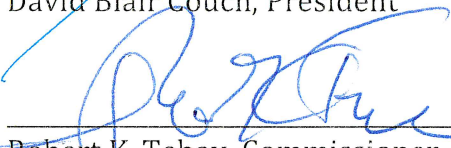
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and passed, announced that a vacancy exists on the Claywood Park Public Service District due to the term of Edna Summers expires on November 1, 2022.

The new term will expire November 1, 2028.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

A/2638

NOT RECORDED
10/24/2022 2:10:00 PM
BY: J. B. H. 179
PAGE 1 OF 1

OCTOBER 24, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A VACANCY
EXISTS ON THE UNION WILLIAMS PUBLIC SERVICE DISTRICT.

ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and passed, announced that a vacancy will exist on the Union Williams Public Service District due to the term of Stephen Nulter expiring on November 1, 2022.

The unexpired term will expire November 1, 2028.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2639

Rec'd County
Mark K. Hulse, Clerk
Testimony Received
10/24/2022 @ 11:06:16 AM
COUNTY COMMISSION ORDER
BOOK 76 @ Page 776
Now Recorded

OCTOBER 24, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY ORDER DANIEL PHAN TO RETURN IN 2 WEEKS WITH WRITTEN PLAN OF ACTION FOR 33 HARVEST DRIVE WILLIAMSTOWN, WV

ORDER

On this date, the County Commission of Wood County, upon motion made by Robert K. Tebay, seconded by James E. Colombo and passed, did hereby ORDER Daniel Phan to return in two weeks with a written plan of action to renovate and or demolish structures located at 33 Harvest Drive, Williamstown, WV.

Documentation pertaining to the aforementioned properties is on file in the Wood County Compliance Office.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

James E. Colombo, Commissioner

Robert K. Tebay, Commissioner

[illegible]

OCTOBER 24, 2022

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY ORDER PROSECUTORS
OFFICE TO MOVE FORWARD WITH FILING PETITION IN CIRCUIT COURT
REGARDING 275 BETHEL ROAD, WASHINGTON, WV, 26181

ORDER

On this date, the County Commission of Wood County, upon motion made by Robert K. Tebay, seconded by James E. Colombo and passed, did hereby ORDER prosecutors office to move forward with filing petition in circuit court regarding dilapidated structure at 275 Bethel Road, Washington, WV 26181.

Documentation pertaining to the aforementioned properties is on file in the Wood County Compliance Office.


APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

James E. Colombo, Commissioner



Robert K. Tebay, Commissioner

SA/4

Check Register Report for Wood County Commission

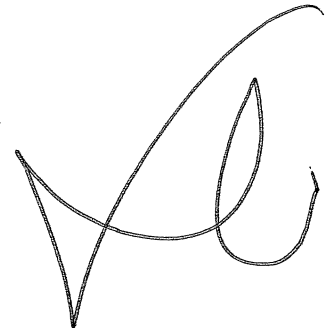
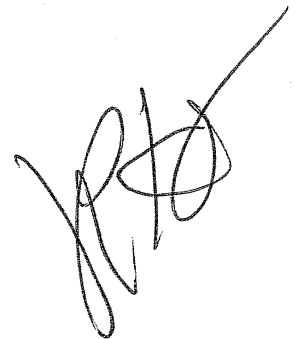
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4880	DENTAL	RENAISSANCE	REGULAR	10/18/2022	2,103.38	
174636	AAP	ADVANCE AUTO PARTS	REGULAR	10/18/2022	40.29	
174637	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	10/18/2022	208.64	
174638	AMERICANF	AMERICAN FLAGS & POLES	REGULAR	10/18/2022	64.00	
174639	ARTSBRIDG	ARTSBRIDGE	REGULAR	10/18/2022	417.28	
174640	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	10/18/2022	156.48	
174641	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	10/18/2022	104.32	
174642	BREWER	BREWER & CO. OF WV, INC.	REGULAR	10/18/2022	220.00	
174643	CARWREX	CARWREX COLLISION CENTER	REGULAR	10/18/2022	2,063.43	
174644	COMPILED	COMPILED TECHNOLOGIES	REGULAR	10/18/2022	22,797.60	
174645	COP	CITY OF PARKERSBURG	REGULAR	10/18/2022	23.20	
174646	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	10/18/2022	43.00	
174647	DASH	DASH GLOVES	REGULAR	10/18/2022	871.20	
174648	DONNELLON	DONNELLON MCCARTHY ENTERP	REGULAR	10/18/2022	275.67	
174649	DOWNEY	JOSHUA DOWNEY	REGULAR	10/18/2022	720.52	
174650	FAGAN	SHERRIE FAGAN	REGULAR	10/18/2022	54.93	
174651	GATORENT	GATOR ENTERPRIZES INC.	REGULAR	10/18/2022	3,784.20	
174652	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	10/18/2022	15.00	
174653	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	10/18/2022	2,016.00	
174654	HARDMANS SPEI	HARDMAN'S OF SPENCER	REGULAR	10/18/2022	58.96	
174655	HARDY	MARIA HARDY	REGULAR	10/18/2022	1,200.00	
174656	HUMANE SO	HUMANE SOCIETY	REGULAR	10/18/2022	19,250.00	
174657	JGARDNER	J. GARDNER & ASSOCIATES	REGULAR	10/18/2022	365.00	
174658	JOHNSONCO	JOHNSON CONTROLS, INC.	REGULAR	10/18/2022	2,091.00	
174659	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	10/18/2022	208.64	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
174660	JUST SEW	JUST SEW PEACHY	REGULAR	10/18/2022	215.00	
174661	KESTERSON	KESTERSON CLEANERS	REGULAR	10/18/2022	340.98	
174662	LEXIS	LEXIS NEXIS	REGULAR	10/18/2022	979.78	
174663	LIFETIME	LIFETIME BENEFIT SOLUTIONS	REGULAR	10/18/2022	30.00	
174664	LOWES	LOWE'S COMPANIES, INC.	REGULAR	10/18/2022	906.97	
174665	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	10/18/2022	130.00	
174666	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	10/18/2022	648.28	
174667	OIL	OIL AND GAS MUSEUM	REGULAR	10/18/2022	312.96	
174668	P-ART	PARKERSBURG ART CENTER	REGULAR	10/18/2022	312.96	
174669	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	10/18/2022	521.59	
174670	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	10/18/2022	112,253.55	
174671	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	10/18/2022	26,079.72	
174672	PERRYASSOC	PERRY & ASSOCIATES, CPA'S A.C.	REGULAR	10/18/2022	30,900.00	
174673	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	10/18/2022	104.32	
174674	PULLIN	PULLIN FOWLER FLANAGAN BROWN POE PLLC	REGULAR	10/18/2022	55.00	
174675	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	10/18/2022	944.38	
174676	SMITH JODI	JODI SMITH	REGULAR	10/18/2022	439.00	
174677	SMOOT	SMOOT THEATER	REGULAR	10/18/2022	605.05	
174678	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	10/18/2022	461.00	
174679	STUARTOIL	STUART OIL COMPANY	REGULAR	10/18/2022	570.75	
174680	TESA	TESA COMPANY INC.	REGULAR	10/18/2022	229.00	
174681	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	10/18/2022	4,031.13	
174682	UNITED RE	UNITED REFRIGERATION INC.	REGULAR	10/18/2022	351.98	
174683	USPS	UNITED STATES POSTAL SERVICE	REGULAR	10/18/2022	200.00	
174684	VERIZONW	VERIZON WIRELESS	REGULAR	10/18/2022	3,253.24	

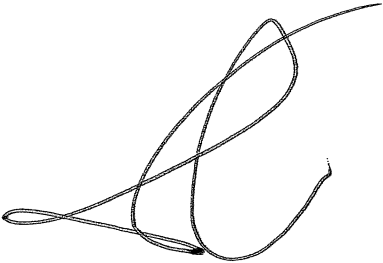
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
174685	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	10/18/2022	229.50	
174686	WESTBROOK	WESTBROOK HEALTH SERVICE	REGULAR	10/18/2022	21,250.00	
174687	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	10/18/2022	104.32	
174688	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	10/18/2022	9,388.70	
174689	WOODRICK	WOODYARD RICKEY L.	REGULAR	10/18/2022	91.16	
174690	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	10/18/2022	782.39	
GENERAL FUND Bank Id 101 Totals					275,875.45	



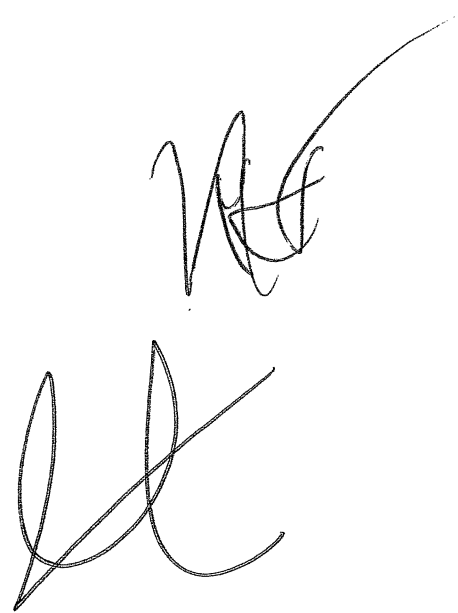
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
786	HUMANE SO	HUMANE SOCIETY	REGULAR	10/18/2022	3,333.00	
DOG FUND Bank Id 103 Totals					3,333.00	



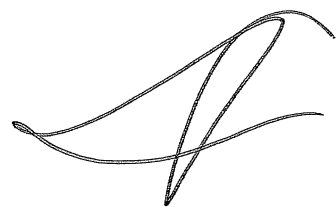
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8495	LAMP	LAMP PESTPROOF	REGULAR	10/18/2022	90.00	
8496	STUARTOIL	STUART OIL COMPANY	REGULAR	10/18/2022	109.42	
8497	T&S	T&S LAWN-LANDSCAPE INC	REGULAR	10/18/2022	320.00	
8498	TESSCO	TESSCO TECHNOLOGIES	REGULAR	10/18/2022	4,296.82	
8499	VERIZONW	VERIZON WIRELESS	REGULAR	10/18/2022	143.41	
E-911 FUND Bank Id 107 Totals					4,959.65	

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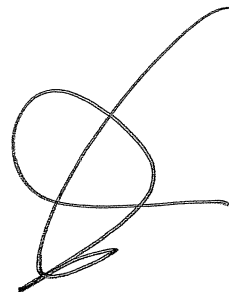
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3638	VERIZONW	VERIZON WIRELESS	REGULAR	10/18/2022	213.12	
3639	WVDTL	WV DRUG TESTING LABORATORIES. INC	REGULAR	10/18/2022	415.00	
HOME CONFINEMENT Bank Id 108 Totals					628.12	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2764	ARMSTRONG GR	ARMSTRONG	REGULAR	10/18/2022	170.21	
2765	DOMINIONH	DOMINION HOPE	REGULAR	10/18/2022	144.00	
2766	EMERGENCY M	EMERGENCY MEDICAL PRODUCTS INC	REGULAR	10/18/2022	276.38	
2767	GLOBAL S	GLOBAL SCIENCE & TECH INC	REGULAR	10/18/2022	1,980.00	
2768	KAESER	KAESER & BLAIR INC	REGULAR	10/18/2022	30.39	
2769	WEX	WEX BANK	REGULAR	10/18/2022	754.04	
FIRE SERVICE FEE Bank Id 120 Totals					3,355.02	



Check Register Report for Wood County Commission

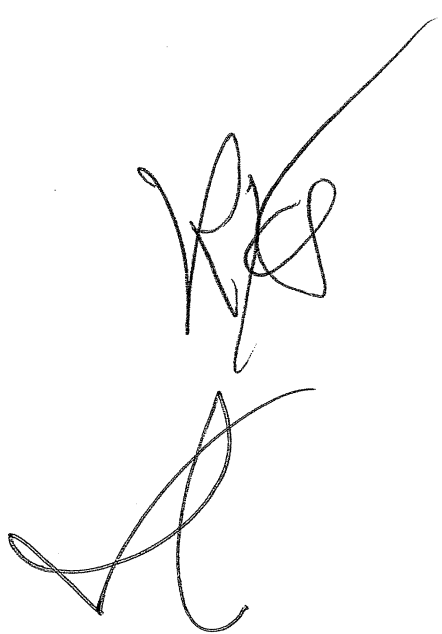
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8278	JACKSON COUN1	JACKSON COUNTY PROPERTIES. LLC	REGULAR	10/18/2022	1,000.00	
8279	LANCE	PHYLISS LANCE	REGULAR	10/18/2022	550.00	
8280	WCC	WOOD COUNTY COMMISSION	REGULAR	10/18/2022	1,725.00	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					3,275.00	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1019	ZMM	ZMM INC	REGULAR	10/18/2022	6,021.45	

AMERICAN RESCUE PLAN Bank Id 207 Totals

6,021.45

A handwritten signature in black ink, consisting of stylized, overlapping loops and 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
702	ZMM	ZMM INC	REGULAR	10/18/2022	2,800.00	

CAPITAL RESERVE Bank Id 247 Totals

2,800.00

Report Totals

300,247.69