

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, JANUARY 5, 2023

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 David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay approved Erroneous Assessments in regard to real and personal property.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., Jeff Hamric, a member of the Wood County Civil Service Commission, met with the County Commission to ask them to appoint a person to the open position on their board. After discussion, the County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay, and made unanimous by David Blair Couch, placed the name of Don Lindsey, Republican, representing the Wood County Commission, in nomination for appointment to the Wood County Civil Service Commission for Deputy Sheriffs. The term will expire June 30, 2025. An Order was prepared regarding this matter. (Order A/2678)

At 9:46 A.M., the County Commission approved the hiring of Colorado Sampson as a substitute crossing guard.

At 9:47 A.M., the County Commission set the first of the year order regarding operations and appointments for 2023.

IN RE: PRESIDENT OF THE COUNTY COMMISSION - DAVID BLAIR COUCH (2023)

Upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, the County Commission of Wood County did hereby ORDER that the President for the calendar year 2023 will be David Blair Couch.

IN RE: PRESIDENT PRO TEM OF THE WOOD COUNTY COMMISSION – James E. Colombo (2023)

Upon a motion made by David Blair Couch, seconded by Robert K. Tebay, and made unanimous by James E. Colombo, the County Commission of Wood County did hereby ORDER that the President Pro Tem for the calendar year 2023 will be Robert K. Tebay.

IN RE: COURT TERMS AND HOURS OF THE WOOD COUNTY COMMISSION (2023)

Upon a motion made by David Blair Couch, seconded by James E. Colombo, and made unanimous by Robert K. Tebay, it is hereby agreed that the Commission terms are to be held on Mondays and Thursdays from 9:30 A.M. until finished; with the third Thursday of the month for Probate, with the prosecuting attorney present if possible.

IN RE: SPECIAL MEETINGS AND EMERGENCY MEETINGS

Upon a motion made by David Blair Couch, seconded by Robert K. Tebay, and made unanimous by James E. Colombo, the County Commission did hereby Order that all Special and Emergency Meetings held before the County Commission of Wood County will be in accordance with Chapter 7, Article 1, Section 2 of the West Virginia Code.

IN RE: AGENDA

The agenda for all regularly scheduled meetings held before the County Commission of Wood County on their regularly scheduled meeting days will be available to the public by the posting on the doors of the Wood County Courthouse, in the Office of the County Administrator and on the Internet at woodcountywv.com.

Upon a motion made by David Blair Couch, seconded by Robert K. Tebay, and made unanimous by James E. Colombo, the County Commission President David Blair Couch made the following appointments to the various committees:

IN RE: WOOD COUNTY RECREATION COMMISSION – JAMES E. COLOMBO

IN RE: WOOD COUNTY AIRPORT AUTHORITY – ROBERT K. TEBAY

IN RE: WOOD COUNTY COMMISSION ON CRIME, DELINQUENCY AND CORRECTION
– ROBERT K. TEBAY

IN RE: WOOD COUNTY PLANNING COMMISSION – JAMES E. COLOMBO

IN RE: WOOD COUNTY DEVELOPMENT AUTHORITY – ROBERT K. TEBAY

IN RE: WEST VIRGINIA EXTENSION SERVICE COMMITTEE – ROBERT K. TEBAY

IN RE: ENHANCED 911 COMMUNICATIONS ADVISORY BOARD – JAMES E.
COLOMBO

IN RE: LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) – JAMES E. COLOMBO

IN RE: WOOD COUNTY PARKS & RECREATION COMMISSION (MOUNTWOOD PARK)
- DAVID BLAIR COUCH

IN RE: WORK FORCE INVESTMENT ACT – ROBERT K. TEBAY

IN RE: WOOD COUNTY SOLID WASTE AUTHORITY – DAVID BLAIR COUCH

IN RE: PARKERSBURG-WOOD COUNTY VISITORS AND CONVENTION BUREAU –
DAVID BLAIR COUCH

IN RE: MID-OHIO VALLEY BOARD OF HEALTH – DAVID BLAIR COUCH

IN RE: MID-OHIO VALLEY REGIONAL COUNCIL – ROBERT K. TEBAY

IN RE: DOWNTOWN PKB – DAVID BLAIR COUCH

IN RE: COMMUNITY CORRECTIONS BOARD – DAVID BLAIR COUCH

IN RE: WOOD-WASHINGTON-WIRT INTERSTATE PLANNING COMMISSION - JAMES
E. COLOMBO

IN RE: WOOD COUNTY FIRE SERVICE BOARD – DAVID BLAIR COUCH

The County Commission of Wood County, by Order duly recorded in the official records of the County Commission and pursuant to the Code of West Virginia, 1931, as amended, has created numerous boards, commissions and/or committees, and in which they hereby make appointments of members to such boards, commissions and/or committees. Therefore, the County Commission requests that a member of the following boards, commissions, and/or committees

deliver meeting minutes to the County Commission, during regular session, and give a brief update at that time.

Mid-Ohio Valley Board of Health

Parkersburg/Wood County Visitors & Convention Bureau (quarterly)

Wood County Alternative Transportation System Council

Wood County Building Commission (if meeting is called)

Wood County Community Resources (quarterly)

Wood County Historic Landmark Commission (quarterly)

Wood County Parks and Recreation Commission (quarterly)

Wood County Solid Waste Authority (quarterly)

Wood County Development Authority

WWV Planning Commission

(Order A/2679)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:28 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

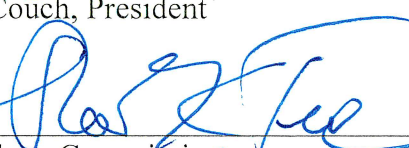
A/2678, A/2679

APPROVED:

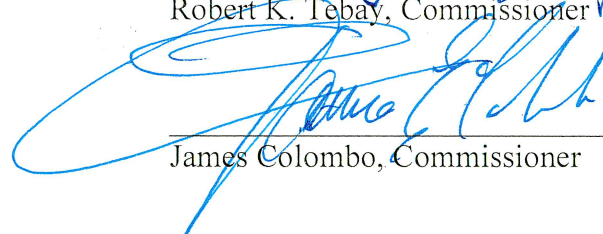
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



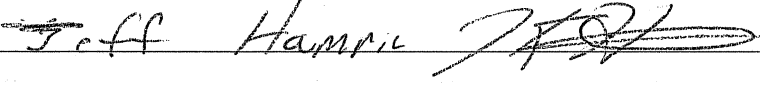
Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held January 5, 2023

Please Print

1.	Jeff Hamrick 
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Wood County Commission
Agenda

January 5, 2023
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M.	Discuss vacancy on the Wood County Civil Service Commission	Jeff Hamrick
	Discuss Request to Hire Colorado Sampson as a Crossing Guard Sub - \$10.00/hr	
	Discuss First of Year County Commission Order	
	Administrator's Report	Marty Seuffer, 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

JANUARY 5, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED DON LINDSEY IN
NOMINATION FOR APPOINTMENT TO THE WOOD COUNTY CIVIL
SERVICE COMMISSION FOR DEPUTY SHERIFFS.

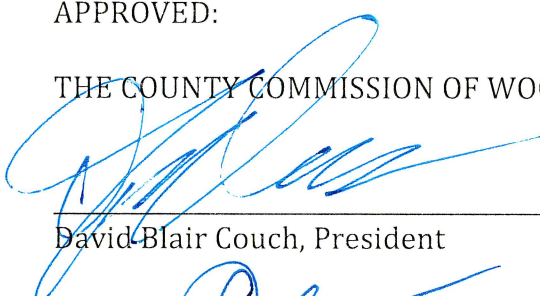
ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay, and made unanimous by David Blair Couch, placed the name of Don Lindsey, Republican, representing the Wood County Commission, in nomination for appointment to the Wood County Civil Service Commission for Deputy Sheriffs.

The term will expire June 30, 2025.

APPROVED:

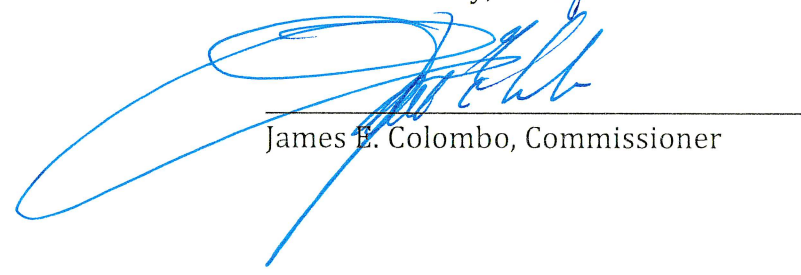
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2678

Wood County
Joe Gonzales, Clerk
Instrument 8829594
01/05/2023 @ 12:16:31 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 41
Pages Recorded 1

JANUARY 5, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

ORDER

IN RE: PRESIDENT OF THE COUNTY COMMISSION -
DAVID BLAIR COUCH (2023)

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CORRECTION – ROBERT K. TEBAY

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IN RE: WEST VIRGINIA EXTENSION SERVICE COMMITTEE –
ROBERT K. TEBAY

IN RE: ENHANCED 911 COMMUNICATIONS ADVISORY BOARD –
JAMES E. COLOMBO

IN RE: LOCAL EMERGENCY PLANNING COMMITTEE (LEPC) –
JAMES E. COLOMBO

IN RE: WOOD COUNTY PARKS & RECREATION COMMISSION
(MOUNTWOOD PARK) – DAVID BLAIR COUCH

IN RE: WORK FORCE INVESTMENT ACT – ROBERT K. TEBAY

IN RE: WOOD COUNTY SOLID WASTE AUTHORITY – DAVID BLAIR COUCH

IN RE: PARKERSBURG-WOOD COUNTY VISITORS AND CONVENTION
BUREAU – DAVID BLAIR COUCH

IN RE: MID-OHIO VALLEY BOARD OF HEALTH – DAVID BLAIR COUCH

IN RE: MID-OHIO VALLEY REGIONAL COUNCIL – ROBERT K. TEBAY

IN RE: DOWNTOWN PKB – DAVID BLAIR COUCH

IN RE: COMMUNITY CORRECTIONS BOARD – DAVID BLAIR COUCH

IN RE: WOOD-WASHINGTON-WIRT INTERSTATE PLANNING COMMISSION
JAMES E. COLOMBO

IN RE: WOOD COUNTY FIRE SERVICE BOARD – DAVID BLAIR COUCH

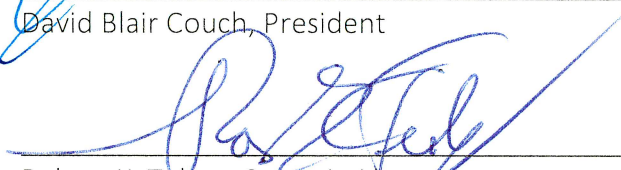
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Parkersburg/Wood County Visitors & Convention Bureau (quarterly)
Wood County Alternative Transportation System Council
Wood County Building Commission (if meeting is called)
Wood County Community Resources (quarterly)
Wood County Historic Landmark Commission (quarterly)
Wood County Parks and Recreation Commission (quarterly)
Wood County Solid Waste Authority (quarterly)
Wood County Development Authority
WWW Planning Commission

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

A/2679

Wood County
Joe Gonzales, Clerk
Instrument 88299595
01/05/2023 @ 12:21:55 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 42
Pages Recorded 3

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Personal**

Tax Ticket: **1300000014** ✓

Tax Year: **2021** ✓

Upon the application of **BENEAR EMILY K** whose address is **903 NAISH AVE WILLIAMSTOWN, WV 26187-1625** aggrieved by an erroneous assessment in **903 NAISH AVE WILLIAMSTOWN, WV 26187-1625**, in the County of Wood, for the **2021** tax year.

WILLIAMSTOWN DISTRICT

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2021** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the affected tax year, the Sheriff shall allow a credit on future taxes payable.

Data Entry Error *'13 Chevy pd twice. Correct vehicle is as supp 1300001485*

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of Wood County

Assessment Table

Class	Original	Reduction	New
1	0	0	0
2	0	0	0
4	3705	3705	0

Tax Value Table

Class	Original	Reduction	New
1	.00	.00	.00
2	.00	.00	.00
4	100.70	100.70	.00

Emily K Benaar

Taxpayer

[Signature]

Prosecutor

[Signature]

Assessor

PHONE # 304-375-4878

[Signature]

Commissioner

[Signature]

County Commission President

[Signature]

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on *January 5, 2023*

November 9, 2022 - DG

RECEIVED

DEC 05 2022

County Commission

RECEIVED

JAN 08 2023

County Commission

Wood County
Joe Gonzales, Clerk
Instrument 88298778
01/05/2023 @ 02:18:43 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 16
Pages Recorded 1

WOOD COUNTY COMMISSION
ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Real**
Tax Ticket: **42092** ✓
Tax Year: **2022** ✓

Upon the application of **LANTZ KIMBERLY L** whose address is **4711 7TH AVE VIENNA, WV 26105-3013** aggrieved by an erroneous assessment in **10 VIENNA 20 036B 0000 0000**, in the County of Wood, for the **2022** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2022** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the affected tax year, the Sheriff shall allow a credit on future taxes payable.

Taxed in wrong tax class should be in a class 2

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of Wood County

Assessment Table

Assessed	Reduction	New
74940	0	74940

Class Change

Class 4 changed to 2

Tax Value Table

Tax Full Year	Reduction	New
2200.84	1100.42	1100.42

see attached

Taxpayer

Prosecutor

see attached

Assessor

Commissioner

County Commission President

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on *January 5, 2023*

December 7, 2022 - CM

RECEIVED

DEC 07 2022

County Commission

RECEIVED

JAN 08 2023

County Commission

Wood County
Joe Gonzales, Clerk
Instrument: 88298779
01/05/2023 @ 02:21:25 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 17
Pages Recorded 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Personal**

Tax Ticket: **201952**

Tax Year: **2021**

Upon the application of **HYUNDAI LEASE TITLING TRUST**

PROPERTY TAX whose address is **PO BOX 4747 OAK BROOK, IL 60522** aggrieved by an erroneous assessment in **PO BOX 4747 OAK BROOK, IL 60522**, in the County of Wood, for the **2021** tax year.

WELUNA DISTRICT

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2021** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the affected tax year, the Sheriff shall allow a credit on future taxes payable.

Leased vehicle was sold prior to 7-1-20

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of Wood County

Assessment Table

Class	Original	Reduction	New
1	0	0	0
2	0	0	0
4	165708	10770	154938

Tax Value Table

Class	Original	Reduction	New
1	.00	.00	.00
2	.00	.00	.00
4	4891.24	317.90	4573.34

Cindy Reynolds

Taxpayer

[Signature]

Prosecutor

David Noble

Assessor

Cindy Reynolds, Grant Thornton, on behalf of Hyundai Lease Titling Trust

[Signature]

Commissioner

[Signature]

County Commission President

[Signature]

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on *January 5, 2023*

November 3, 2022 - SE

RECEIVED

DEC 05 2022

County Commission

RECEIVED

JAN 08 2023

County Commission

Wood County
Joe Gonzales, Clerk
Instrument 88298780
01/05/2023 @ 02:25:47 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 18
Pages Recorded 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Personal**

Tax Ticket: **200848**

Tax Year: **2021**

Upon the application of **HYUNDAI LEASE TITLING**

TRUST whose address is **PO BOX 4747 OAK BROOK, IL 60522** aggrieved by an erroneous assessment in **PO BOX 4747 OAK BROOK, IL 60522**, in the County of Wood, for the **2021** tax year.

PLS BG CITY

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2021** tax year.

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Leased vehicle was sold prior to 7-1-20

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of Wood County

Assessment Table

Class	Original	Reduction	New
1	0	0	0
2	0	0	0
4	215901	5295	210606

Tax Value Table

Class	Original	Reduction	New
1	.00	.00	.00
2	.00	.00	.00
4	6408.64	157.16	6251.48

Cindy Reynolds

Taxpayer

Cindy Reynolds

Prosecutor

Grant Thornton

Assessor

*on behalf of Hyundai Lease
Titling Trust*

Commissioner

County Commission President

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on *January 5, 2023*

November 3, 2022 - SE

RECEIVED

DEC 05 2022

County Commission

RECEIVED

JAN 08 2023

County Commission

Wood County
Joe Gonzales, Clerk
Instrument 8829781
01/05/2023 @ 02:28:49 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 19
Pages Recorded 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Real**
Tax Ticket: **20529** ✓
Tax Year: **2022** ✓

Upon the application of **KENNEDY RANDALL W**

KENNEDY GLORIA D whose address is **3014 23RD ST PARKERSBURG, WV 26101** aggrieved by an erroneous assessment in **05 PARKERSBURG 66 034A 0000 0000**, in the County of Wood, for the **2022** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2022** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the affected tax year, the Sheriff shall allow a credit on future taxes payable.

Taxed in wrong class

All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of Wood County

Assessment Table

Class Change

Tax Value Table

Assessed	Reduction	New
29340	0	29340

Class 4 changed to 2

Tax Full Year	Reduction	New
867.86	433.94	433.92

304-482-5116
X Gloria D. Kennedy
Taxpayer

[Signature]
Prosecutor

[Signature]
Assessor

[Signature]
Commissioner

[Signature]
County Commission President

[Signature]
Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on January 5, 2023

November 29, 2022 - CM

RECEIVED

DEC 05 2022

County Commission

RECEIVED

JAN 08 2023

County Commission

Bruce Bennett
Peggy Tucker
3014 23rd St
Parkersburg

Wood County
Joe Gonzales, Clerk
Instrument 88298782
01/05/2023 @ 02:50:14 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 23
Pages Recorded 1



WOOD COUNTY PROSECUTING ATTORNEY

PAT LEFEBURE
WOOD COUNTY PROSECUTING ATTORNEY

JUDGE DONALD F. BLACK
COURTHOUSE ANNEX
317 MARKET STREET
PARKERSBURG, WV 26101

PHONE (304) 424-1776
FAX (304) 424-1785

January 3, 2023

Wood County Commission
Wood County Courthouse
Parkersburg, WV 26101

Dear Commissioner:

Effective January 1, 2023, please place KEVIN DAY on my payroll as an Assistant Prosecutor at the salary of \$55,000.00 a year with full benefits.

This should be taken out of Line Item #1-405-10-181, Assistant Prosecutors.

Thank you for your assistance in this matter.

Sincerely,

Patrick Lefebure
Prosecuting Attorney

POL/rjh

RECEIVED

JAN 05 2023

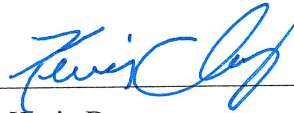
County Commission

Wood County
Joe Gonzales, Clerk
Instrument 88298990
01/05/2023 @ 10:30:24 AM
COUNTY COMMISSION ORDER
Book 77 @ Page 21
Pages Recorded 1

STATE OF WEST VIRGINIA
COUNTY OF WOOD }

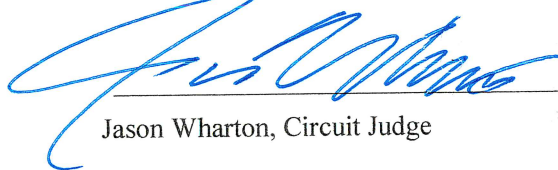
TO -WIT:

I, Kevin Day, 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 Assistant Prosecuting Attorney 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.



Kevin Day

Subscribed and sworn to, before Judge Jason Wharton, this 3rd day of January, 2023.



Jason Wharton, Circuit Judge

Wood County
Joe Gonzales, Clerk
Instrument 88298691
01/03/2023 @ 09:45:31 AM
COUNTY COMMISSION ORDER
Book 77 @ Page 15
Pages Recorded 1