

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

NO. 1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, MAY 18, 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 minutes of April 13, 17, 18, 20, 24 and 27, 2023 and May 1 and 4, 2023.

Levi Brady was sworn in as the County Compliance Officer.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission the County Commission of Wood County, upon a motion made by James Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a West Virginia Local Government Election and Release Form regarding the upcoming opioid settlement agreement. (Order A/2764)

At 9:33 A.M., the County Commission approved the hiring of Kyla Farmer and Chad Richards as employees for the Wood County Day Report Center and Rebecca Sinnett as an employee in the County Clerk's Office.

At 9:40 A.M., representatives from Claywood Park Public Service District presented their rate increases. They are asking for an 11% increase on the sewer and a 4.5% increase followed by a 1.69% increase. They also asked the County Commission waive the 45 day waiting period of a rate increase is approved.

At 10:02 A.M., the County Commission of Wood County held a Public Hearing in accordance with Chapter 7, Article 1, Section 3(h) of the Code of West Virginia, 1931, as amended, pursuant to a petition received from Andrew Borkowski, Rudy Flanagan and John Coe to close a ten (10) foot, approximately eight hundred fifty-five (855) foot right-of-way at Briscoe Road, adjacent to Willowbrook Acres Subdivision, Parkersburg District, Wood County, West Virginia. It appearing to the County Commission that the Notice of the time and date of said Public Hearing was published as a Class I Legal Advertisement, the same having been published in The Parkersburg News and Sentinel, the newspaper published regularly in Wood County, West Virginia, with said publication appearing on April 27, 2023, all of which appears by an affidavit of publication, which said Affidavit is hereby ORDERED filed. No objections to the closing and vacating of the portion of said right-of-way were heard. Now therefore, the aforementioned portion of right-of-way, not being open and subject to public use and that the use and rights of no persons, firms or corporations in such right-of-way will be impaired or lost by the closing and vacating hereto, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, does hereby ORDER that the 10 foot, approximately 855 foot right of way situated between lot numbers 59 and 1 through 17 adjacent to Willowbrook Subdivision, reflected on Tax Map 146 and lot numbers 21-26 reflected on Tax Map 101 be CLOSED contingent on all lots in the affected area are not land locked as a result of the closure. The County Commission further ORDERS that a copy of this Order be certified by the Clerk of this Commission for entry in the Office of the

Clerk of the County Commission of Wood County, West Virginia, pursuant to Chapter 7, Article 1, Section 3(h) of the Code of West Virginia, of 1931, as amended and that the interest of the County of Wood in such road by quit-claim deed be the responsibility of such abutting property owner. (Order A/2765)

At 10:05 A.M., representatives from Lubeck Public Service District met with the County Commission to present their rate increase requests. They are requesting an 8% sewer rate increase and a 9% water rate increase. They are also requesting the County Commission waive the 45 day waiting period if they approve a rate increase.

At 10:28 A.M., the County commission opened the meeting to public comments.

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:08 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

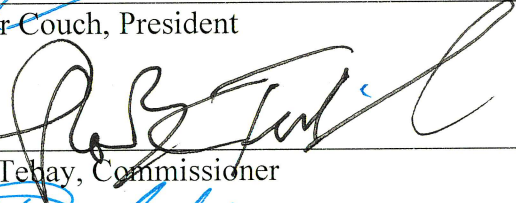
A/2537, A/2764, A/2765

APPROVED:

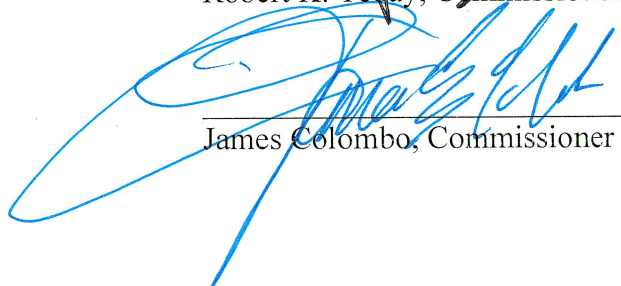
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held May 18, 2023

Please Print

1.	RALPH L ANGUS ✓	Lubeck ✓
2.	JOHN TENNANT ✓	Lubeck ✓
3.	Edna Summers ✓	
4.	Michael Miller ✓	
5.	ROGER WIGAL ✓	
6.	JANET WIGAL ✓	
7.	JAMES SARGENT ✓	
8.	GREG EATON →	SOW
9.	JIM EATON	
10.	Angela Summers	Lubeck For I
11.	Delegate Scot C Heckert	SUPPORT
12.	AJ Allen ✓	
13.	Shayne Brabson ✓	
14.	Jerry Martin ✓	
15.	SHIRLEY MCATEE ✓	
16.	Jim Kelsh ✓	
17.	Danny & Jim PATKETT ✓	
18.	Rocky McConnell ✓	
19.	Kelle Cosner ✓	
20.	Zack Dubbing ✓	

Wood County Commission Meeting
Held May 18, 2023

Please Print

1.	✓ Fran Allen
2.	Robert Newton Robert Newton ✓
3.	David H. Lawson ✓
4.	Tim Goosman ✓ BAD Guy
5.	VICKI MEISTERHANS ✓
6.	RUDY FLANAGAN ✓
7.	Rick Olcott ✓ For It
8.	Charles Roberts ✓
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Wood County Commission
Agenda

May 18, 2023
317 Market Street – Fort Boreman Room
Parkersburg, WV 26101

9:30 A.M.	Consider approval of Kroger Settlement by the West Virginia Attorney General’s Office in the State Opioid MLP Litigation	
	Consider Request to Hire – Kyla Farmer as a full time Office Administrator for the Wood County Day Report Center - \$56,162.00/yr	
	Consider Request to Hire – Chad Richards as a full time Operations Assistant for all Day Report Center locations - \$34,000.00/yr	
	Consider Request to Hire – Rebecca Sinnett as a Deputy County Clerk - \$36,000.00/yr	
10:00 A.M.	Public Hearing – Closing a 10” paper alley beginning at Briscoe Road adjacent to Willowbrook Acres Subdivision	
10:15 A.M.	Public Hearing – Discuss proposed water and sewer rate increases requested by both the Lubeck Public Service District and 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

MAY 18, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE A
RELEASE FORM FOR THE OPIOID SETTLEMENT.

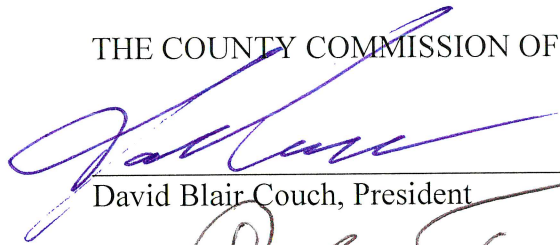
ORDER

On this date, the County Commission of Wood County, upon a motion made by James Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a West Virginia Local Government Election and Release Form regarding the upcoming opioid settlement agreement.

A copy of said Release Form is attached to this Order and should be made a part thereof.

APPROVED:

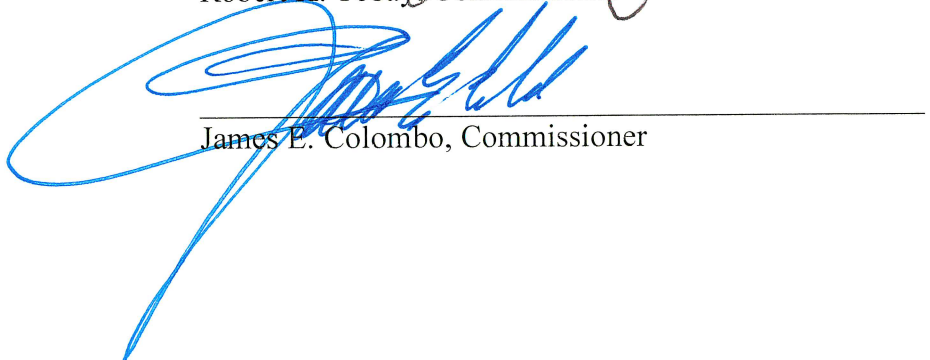
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



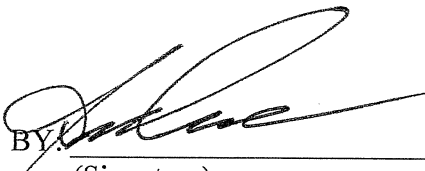
James E. Colombo, Commissioner

A/2764

(Kroger)
WEST VIRGINIA LOCAL GOVERNMENT
ELECTION AND RELEASE FORM

This Election and Release Form for West Virginia Participating Local Governments resolves opioid-related Claims against Kroger under the terms and conditions set forth in the Kroger West Virginia State-Wide Opioid Settlement Agreement executed on May 2, 2023 (the “Agreement”), the provisions of which are here incorporated by reference in their entirety. Upon executing this Election and Release Form, a Participating Local Government agrees that, in exchange for the consideration described in the Agreement, the Participating Local Government is bound by all the terms and conditions of the Agreement. By executing this Election and Release Form, the Participating Local Government submits to the jurisdiction of the panel overseeing the mass litigation proceeding captioned *In re: Opioid Litigation*, Civil Action No. 21-C-9000 (W. Va. Cir. Ct. Kanawha County) (the “Court”). To the extent the Participating Local Government has asserted Claims against Kroger in Actions that are pending before the Court, the Participating Local Government hereby grants all necessary right and authority to the West Virginia Attorney General to seek dismissal of the Participating Local Government’s Action through the submission of the Consent Judgment as contemplated in the Agreement. If a Participating Local Government’s Action is pending in another court as of the Effective Date, the Participating Local Government hereby agrees to dismiss (or if necessary move to dismiss) that Action as to Kroger and any other Released Entities within seven (7) business days of the Effective Date.

Dated: May 18, 2023
Wood County Commission
LOCAL GOVERNMENT

BY: 
(Signature)
PRINTED NAME: DAVID B Couck
TITLE: COMMISSIONER
ADDRESS: #1 Court Sq., Parkersburg, WV
TELEPHONE: 304-424-1984
EMAIL ADDRESS: dbc@woodcounty.wv.gov

Wood County
Joe Gonzales, Clerk
Instrument BR309906
05/18/2023 @ 03:31:44 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 374
Pages Recorded 2

MAY 18, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION HELD A PUBLIC HEARING IN REGARD TO A PETITION TO CLOSE AND VACATE A PORTION OF A 10 FOOT APPROXIMATELY 855 FOOT RIGHT OF WAY AT BRISCOE ROAD ADJACENT TO WILLOWBROOK ACRES SUBDIVISION. THE COUNTY COMMISSION ORDERED THAT SAID PORTION OF ROAD BE CLOSED.

ORDER

The County Commission of Wood County held a Public Hearing in accordance with Chapter 7, Article 1, Section 3(h) of the Code of West Virginia, 1931, as amended, pursuant to a petition received from Andrew Borkowski, Rudy Flanagan and John Coe to close a ten (10) foot, approximately eight hundred fifty-five (855) foot right-of-way at Briscoe Road, adjacent to Willowbrook Acres Subdivision, Parkersburg District, Wood County, West Virginia.

It appearing to the County Commission that the Notice of the time and date of said Public Hearing was published as a Class I Legal Advertisement, the same having been published in The Parkersburg News and Sentinel, the newspaper published regularly in Wood County, West Virginia, with said publication appearing on April 27, 2023, all of which appears by an affidavit of publication, which said Affidavit is hereby ORDERED filed.

No objections to the closing and vacating of the portion of said right-of-way were heard.

Now therefore, the aforementioned portion of right-of-way, not being open and subject to public use and that the use and rights of no persons, firms or corporations in such right-of-way will be impaired or lost by the closing and vacating hereto, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, does hereby ORDER that the 10 foot, approximately 855 foot right of way situated between lot numbers 59 and 1 through 17 adjacent to Willowbrook

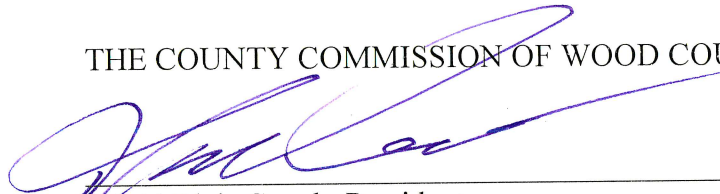
Subdivision, reflected on Tax Map 146 and lot numbers 21-26 reflected on Tax Map 101 be CLOSED contingent on all lots in the affected area are not land locked as a result of the closure.

The County Commission further ORDERS that a copy of this Order be certified by the Clerk of this Commission for entry in the Office of the Clerk of the County Commission of Wood County, West Virginia, pursuant to Chapter 7, Article 1, Section 3(h) of the Code of West Virginia, of 1931, as amended and that the interest of the County of Wood in such road by quit-claim deed be the responsibility of such abutting property owner.


A copy of the county's tax map is attached to this Order and shall be made a part thereof.

APPROVED:

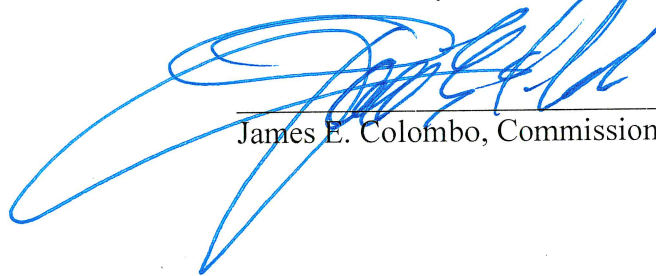
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2765

Wood County
Joe Gonzales, Clerk
Instrument 88309909
05/19/2023 @ 03:37:40 P
COUNTY COMMISSION ORDER
Book 77 of Page 327
Passed Recorded

BRISCOE

146/41A

2.88 Ac

19/119

146/34

2.85 Ac

146/17

PKSBG

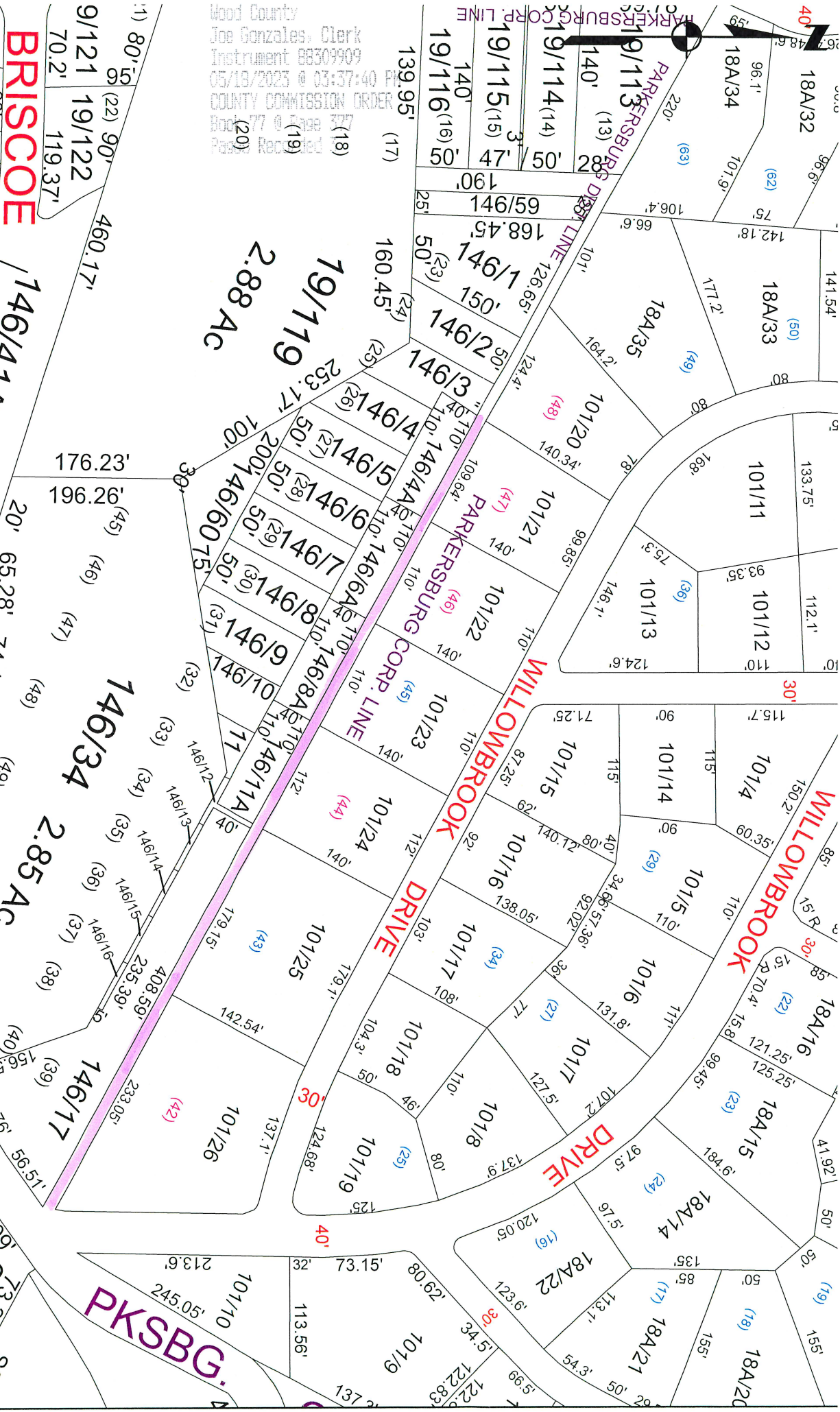
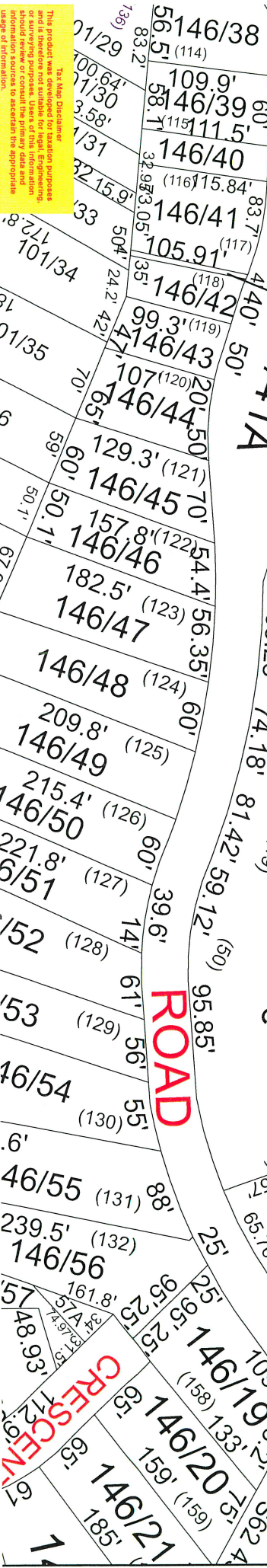
WILLOWBROOK DRIVE

DRIVE

WILLOWBROOK

ROAD

CRESCENT



40' 18A/32
96.6' 18A/33
107.9' 18A/34
106.4' 18A/35
141.54' 18A/36
133.75' 101/11
112.1' 101/12
115.7' 101/13
115.7' 101/14
150.2' 101/15
85' 101/16
151.5' 101/17
151.5' 101/18
155' 101/19
155' 101/20
121.25' 18A/21
125.25' 18A/22
184.6' 18A/23
41.92' 18A/24
50' 18A/25
30' 18A/26
30' 18A/27
30' 18A/28
30' 18A/29
30' 18A/30
30' 18A/31
30' 18A/32
30' 18A/33
30' 18A/34
30' 18A/35
30' 18A/36

MAY 18, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ASSISTANCE GRANT NUMBER 21-SVA-038. SAID REQUEST IS IN THE AMOUNT OF \$3,734.59.

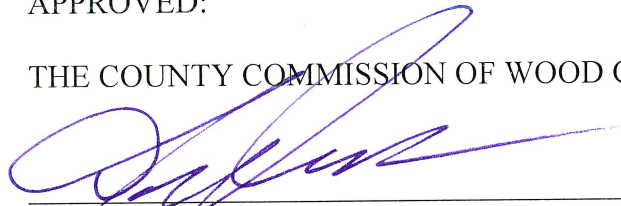
ORDER

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, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Assistance Grant Number 21-SVA-038. The Request for Reimbursement is in the amount of three thousand seven hundred thirty-four dollars and fifty-nine cents (\$3,734.59) for the month of April, 2023.

Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

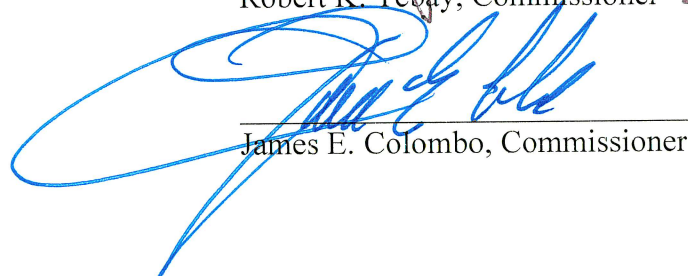
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2537

Wood County
Joe Gonzales, Clerk
Instrument 88309902
05/18/2023 @ 03:23:49 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 373
Pages Recorded 1



Mid-Ohio Valley
COMMUNITY CORRECTIONS

Wood County Office: 1531 Garfield Ave, Parkersburg, WV 26101

(304)422-8570 * fax: (304)422-8579

May 18, 2023

Wood County Commission
Wood County Finance Department

Re: Lindy Lemley

To Whom it May Concern:

Lindy Lemley resigned her position as a part-time Medical Laboratory Technician at the Wood County Day Report Center on October 19, 2022. She was providing services on an as needed basis to the WV Drug Testing Laboratory, typically once a month and left her duties to provide more hours to her full time job as the Lab Director at Marietta Memorial Hospital.

Lindy was employed part-time, therefore she did not accrue any sick or vacation time that would need to be paid out

Thank you for your assistance in this matter. If you need any further information from me, please contact me at your convenience.

Sincerely,

Amy Church

Amy Church, ADC
Personnel Director,
Wood County DRC

Wood County
Joe Gonzales, Clerk
Instrument 88309907
05/18/2023 @ 03:34:34 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 376
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
175923	DENTAL	RENAISSANCE	REGULAR	05/16/2023	1,620.63	
175924	AAP	ADVANCE AUTO PARTS	REGULAR	05/16/2023	976.89	
175925	DAYKEVI	DAY KEVIN	REGULAR	05/16/2023	483.64	
175926	DONNELLON	DONNELLON MCCARTHY ENTERP	REGULAR	05/16/2023	256.87	
175927	EASTON PR	EASTON PRINTING CO	REGULAR	05/16/2023	120.00	
175928	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	05/16/2023	9,609.38	
175929	FIREEXTIN	FIRE EXTINGUISHER SPECL	REGULAR	05/16/2023	64.00	
175930	FORE TIMB	FORE TIMBER COMPANY INC	REGULAR	05/16/2023	2,283.45	
175931	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	05/16/2023	56.00	
175932	HARDY	MARIA HARDY	REGULAR	05/16/2023	1,200.00	
175933	HINKLEB	BRENDA HINKLE	REGULAR	05/16/2023	1,459.95	
175934	HUMANE SO	HUMANE SOCIETY	REGULAR	05/16/2023	22,583.33	
175935	INSIGHT	INSIGHT	REGULAR	05/16/2023	4,902.70	
175936	LAMP	LAMP PESTPROOF	REGULAR	05/16/2023	140.00	
175937	LIFETIME	LIFETIME BENEFIT SOLUTIONS	REGULAR	05/16/2023	30.00	
175938	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	05/16/2023	268.13	
175939	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	05/16/2023	42,198.20	
175940	STATE TAX	STATE TAX DEPARTMENT PROPERTY TAX DIV	REGULAR	05/16/2023	13,883.09	
175941	STUARTOIL	STUART OIL COMPANY	REGULAR	05/16/2023	715.00	
175942	SWC	SHERIFF OF WOOD COUNTY	REGULAR	05/16/2023	50,730.06	
175943	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	05/16/2023	9,251.35	
175944	VERIZONW	VERIZON WIRELESS	REGULAR	05/16/2023	2,473.25	
175945	WOOD CO B	WOOD COUNTY BEEF ASSOCIATION	REGULAR	05/16/2023	500.00	
175946	WORKINGMA	WORKINGMAN'S STORE	REGULAR	05/16/2023	485.00	

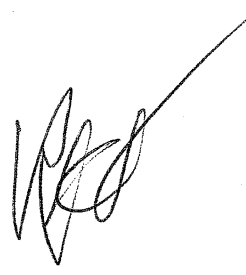
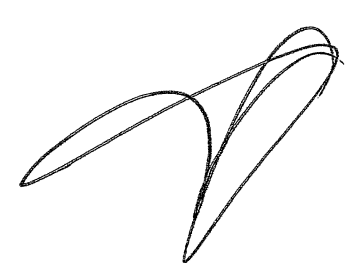
GENERAL FUND Bank Id 101 Totals

166,290.92



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8664	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	05/16/2023	177.75	
8665	FRONTIER	FRONTIER	REGULAR	05/16/2023	5,000.17	
8666	JANI-SOUR	JANI-SOURCE	REGULAR	05/16/2023	208.14	
8667	LAMP	LAMP PESTPROOF	REGULAR	05/16/2023	90.00	
8668	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	05/16/2023	460.00	
8669	MONPOWER	MON POWER	REGULAR	05/16/2023	188.98	
8670	SEGRA	SEGRA	REGULAR	05/16/2023	789.88	
E-911 FUND Bank Id 107 Totals					6,914.92	

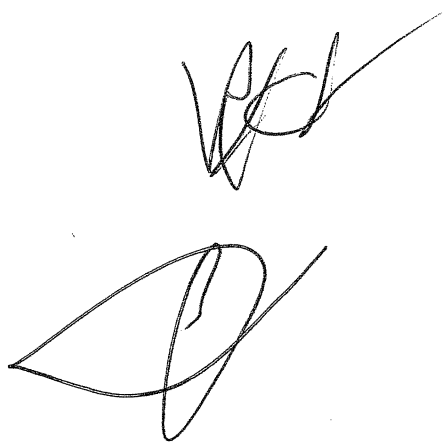



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3661	VERIZONW	VERIZON WIRELESS	REGULAR	05/16/2023	212.71	

HOME CONFINEMENT Bank Id 108 Totals

212.71

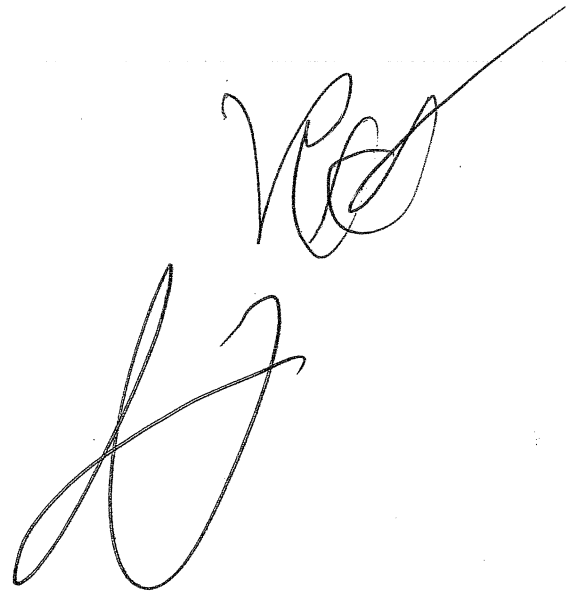
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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3031	ARMSTRONG GR	ARMSTRONG	REGULAR	05/16/2023	170.32	
3032	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	05/16/2023	1,286.37	
3033	BANKCARD	BANKCARD CENTER	REGULAR	05/16/2023	933.46	
3034	BILLBAILEY	BILL BAILEY INSURANCE AGENCY, INC.	REGULAR	05/16/2023	2,207.00	
3035	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	05/16/2023	153.20	
3036	MONPOWER	MON POWER	REGULAR	05/16/2023	25.39	
3037	MWVFD	MINERAL WELLS VFD	REGULAR	05/16/2023	1,780.80	
3038	PARMAROIL	PAR MAR OIL COMPANY	REGULAR	05/16/2023	912.26	
3039	VISA IL	VISA	REGULAR	05/16/2023	355.38	
3040	VOYAGER	VOYAGER	REGULAR	05/16/2023	1,482.94	

FIRE SERVICE FEE Bank Id 120 Totals

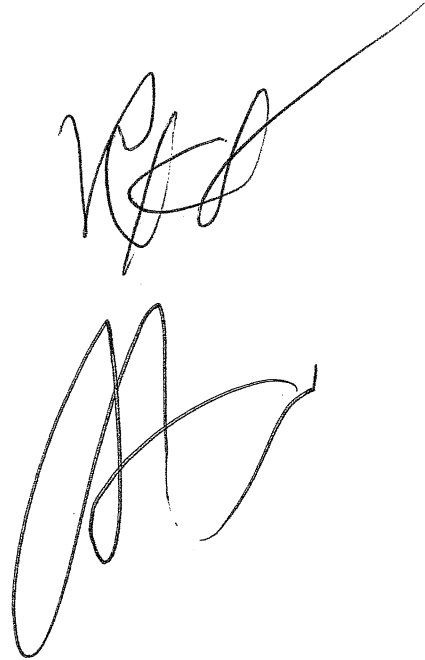
9,307.12



Two handwritten signatures are present in the lower right quadrant of the page. The top signature is a cursive signature that appears to be 'VBS'. The bottom signature is a larger, more stylized cursive signature.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8457	CITY OF RIPLEY	CITY OF RIPLEY	REGULAR	05/16/2023	85.56	
8458	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	05/16/2023	134.25	
8459	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	05/16/2023	104.27	
8460	JACKSON COUN7	JACKSON COUNTY PROPERTIES, LLC	REGULAR	05/16/2023	1,000.00	
8461	LAMP	LAMP PESTPROOF	REGULAR	05/16/2023	128.40	
8462	LANCE	PHYLISS LANCE	REGULAR	05/16/2023	550.00	
8463	STATE FIRE M	STATE FIRE MARSHAL	REGULAR	05/16/2023	50.00	
8464	TYLER	TYLER MOUNTAIN WATER CO INC	REGULAR	05/16/2023	33.90	
8465	WCC	WOOD COUNTY COMMISSION	REGULAR	05/16/2023	1,725.00	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					3,811.38	
Report Totals					193,774.26	



Handwritten signature of the reporting official.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5069	CHILD	CHILD SUPPORT ENF DIV	REGULAR	05/15/2023	316.50	
5070	EMPOWER	EMPOWER RETIREMENT	REGULAR	05/15/2023	90.00	
5071	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	05/15/2023	88,890.32	
5072	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	05/15/2023	1,514.00	
5073	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	05/15/2023	4,437.55	
175921	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	05/15/2023	331.92	
PAYROLL FUND Bank Id 101 Totals					95,580.29	
Report Totals					95,580.29	

