

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, JUNE 8, 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.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the probate hearing for the Estate of Ilene Viers was cancelled at the request of Attorney J. Morgan Leach.

At 9:40 A.M., the County Commission interviewed Kathleen Stoltz whose term on the Vienna Library Board is ending and she would like to be reappointed.

At 9:58 A.M., the County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, reappointed Joe Campbell to the West Virginia Little Kanawha River Parkway Authority. Mr. Campbell's term will expire June 30, 2027. (Order A/2783)

At 9:59 A.M., the County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, appointed Patsy Hardy to the Mid-Ohio Valley Board of Health. Mrs. Hardy's term will expire June 30, 2028. (Order A/2784)

At 10:00 A.M., the County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, placed Kathy Stoltz in nomination for reappointment to the Vienna Public Library. (Order A/2782)

At 10:03 A.M., Chad Conley asked Commissioner Couch if he could provide a copy of a tape that shows someone moving books in the library. Commissioner Couch stated he does not have a copy of the tape he is referring to.

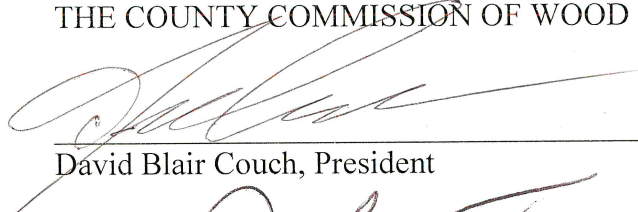
Having no scheduled appointments or business to attend to, the County Commission adjourned at 10:28 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2782, A/2783, A/2784, A/2785, A/2786

APPROVED:

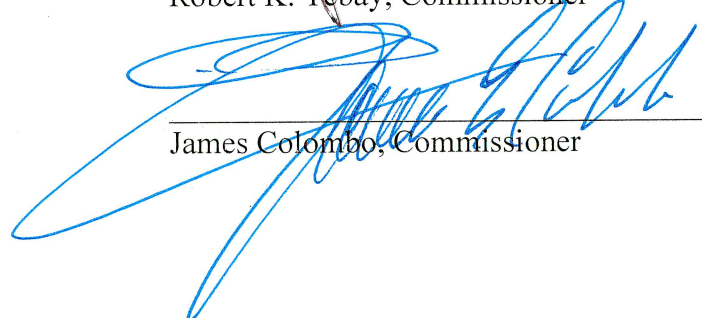
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held June 8, 2023

Please Print

| | |
|-----|--------------|
| 1. | Chad Conley |
| 2. | Jeff Smith |
| 3. | Kathy Stoltz |
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| 20. | |



Wood County Commission
Agenda

June 8, 2023
No. 1 Court Square, Suite 203
Parkersburg, WV 26101

| | | |
|-----------|--|--|
| 9:30 A.M. | Estate of Ilene Viers – Consider request to remove James Viers as Administrator of the Estate CANCELLED | Rob Tebay and J. Morgan Leach, Attorneys |
| 9:45 A.M. | Interview Kathleen Stoltz for Vienna Public Library Board | |
| | Consider putting Kathleen Stoltz in nomination to the Vienna Public Library | |
| | Consider appointing Joe Campbell to the WV Little Kanawha River Parkway Authority | |
| | Consider appointing Patsy Hardy in nomination to the MOVHD | |
| | 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

JUNE 8, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

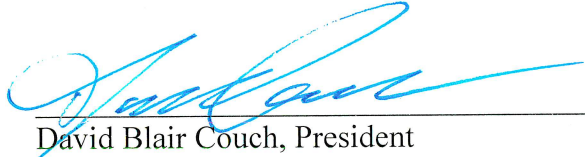
IN RE: THE COUNTY COMMISSION PLACED KATHY STOLTZ IN
NOMINATION FOR REAPPOINTMENT TO THE VIENNA
PUBLIC LIBRARY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, placed Kathy Stoltz in nomination for reappointment to the Vienna Public Library.

APPROVED:

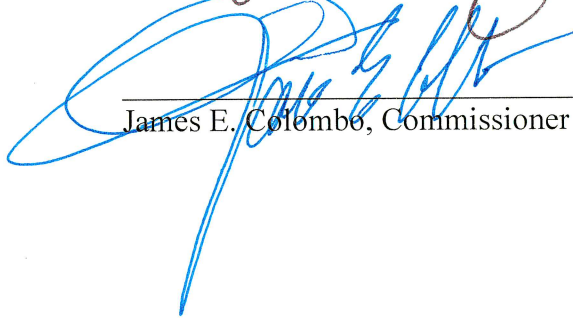
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2782

Wood County
Joe Gonzales, Clerk
Instrument 88311927
06/08/2023 @ 02:44:25 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 428
Pages Recorded 1

JUNE 8, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED JOE CAMPBELL
TO THE WEST VIRGINIA LITTLE KANAWHA RIVER
PARKWAY AUTHORITY.

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, reappointed Joe Campbell to the West Virginia Little Kanawha River Parkway Authority. Mr. Campbell's term will expire June 30, 2027.

APPROVED:

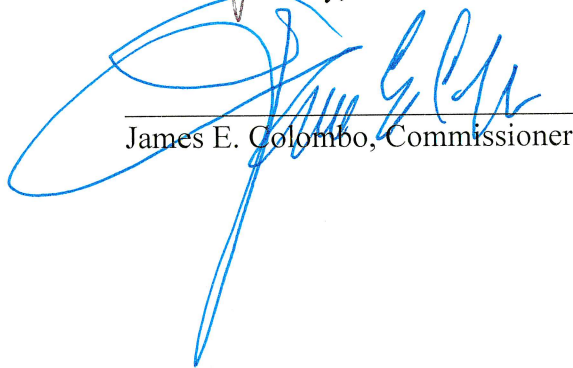
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2783

Wood County
Joe Gonzales, Clerk
Instrument 8831428
06/08/2023 @ 02:46:48 PM
COUNTY COMMISSION ORDER
BOOK 77 @ PAGE 427
Pages Recorded 1

JUNE 8, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED PATSY HARDY TO
THE MID-OHIO VALLEY BOARD OF HEALTH.

ORDER

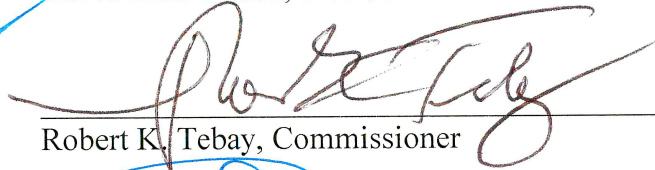
On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, appointed Patsy Hardy to the Mid-Ohio Valley Board of Health. Mrs. Hardy's term will expire June 30, 2028.

APPROVED:

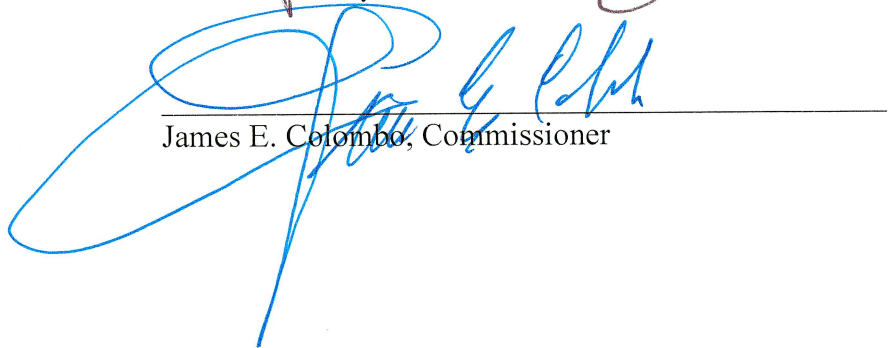
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2784

Wood County
Joe Gonzalez, Clerk
Instrument 8831429
06/08/2023 @ 02:49:47 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 430
Pages Recorded 1

JUNE 8, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO SIGN THE PROGRESS REPORT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 23-CC-29. SAID PROGRESS REPORT IS IN THE AMOUNT OF \$29,887.98.

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, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Progress Report in regard to the Community Corrections Grant Number 23-CC-29. The Request for Reimbursement is in the amount of twenty-nine thousand eight hundred eighty-seven dollars and ninety-eight cents (\$29,887.98) for the month of May, 2023. A Financial Recap Page, Project Financial Report, Time Sheets for the employees of the Wood County Day Report Center and the Monthly Progress Reports have been submitted.

Documentation pertaining to the Community Corrections 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/2785

Wood County
Joe Gonzales, Clerk
Instrument 88311430
06/08/2023 @ 02:54:10 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 431
Pages Recorded 1

JUNE 8 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 GRANT CONTRACT AGREEMENT FOR COMMUNITY CORRECTIONS GRANT NUMBER 24-CC-29.

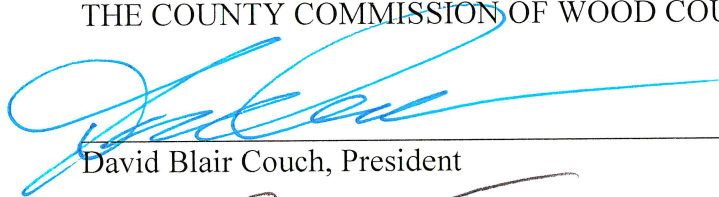
ORDER

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, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Contract Agreement for a Community Corrections Grant Number 24-CC-29 with the West Virginia Division of Administrative Services Justice and Community Services. Said contract is for a grant in the amount of three hundred twenty thousand five hundred dollars and zero cents (\$320,500.00).

A copy of the Contract Agreement is on file in the Office of the County Administrator.

APPROVED:

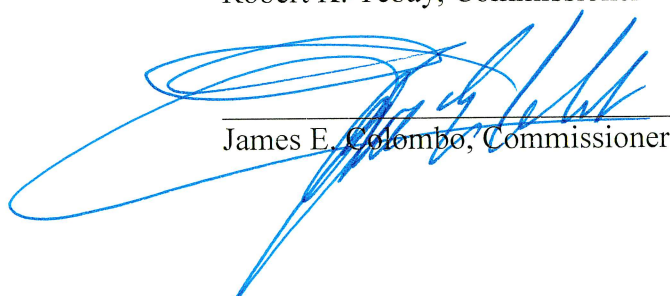
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2786

Wood County
Joe Gonzales, Clerk
Instrument 8831431
06/08/2023 @ 02:55:54 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 432
Pages Recorded 1

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|----------|-----------|----------------------|---------|------------|--------------|-----|
| 8576 | GEN CO FD | GENERAL COUNTY FUNDS | REGULAR | 06/06/2023 | 65,083.57 | |

ASSESSOR'S VALUATION Bank Id 156 Totals 65,083.57

Report Totals 65,083.57

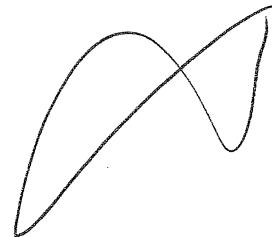
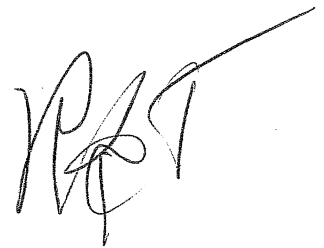
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Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|----------|-----------|----------------------|---------|------------|--------------|-----|
| 8576 | GEN CO FD | GENERAL COUNTY FUNDS | REGULAR | 06/06/2023 | 65,083.57 | |

ASSESSOR'S VALUATION Bank Id 156 Totals 65,083.57

Report Totals 65,083.57

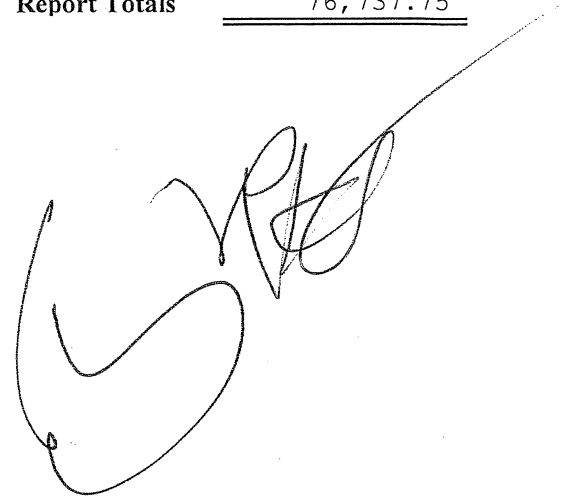


Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
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| 5089 | DENTAL | RENAISSANCE | REGULAR | 06/06/2023 | 1,287.37 | |
| 5090 | DENTAL | RENAISSANCE | REGULAR | 06/06/2023 | 1,279.20 | |
| 5091 | MONPOWER | MON POWER | REGULAR | 06/06/2023 | 18,809.54 | |
| 5092 | WV HOSP I | RETIREE HEALTH BENEFIT TRUST FUND | REGULAR | 06/06/2023 | 22,844.00 | |
| 176012 | AAP | ADVANCE AUTO PARTS | REGULAR | 06/06/2023 | 540.46 | |
| 176013 | DOMINIONH | DOMINION HOPE | REGULAR | 06/06/2023 | 1,193.44 | |
| 176014 | FRONTIER | FRONTIER | REGULAR | 06/06/2023 | 563.00 | |
| 176015 | GENERALSA | GENERAL SALES CO. | REGULAR | 06/06/2023 | 3,860.57 | |
| 176016 | JOHNSTONE | JOHNSTONE SUPPLY | REGULAR | 06/06/2023 | 1,472.94 | |
| 176017 | ODEPOT | ODP BUSINESS SOLUTIONS, LLC | REGULAR | 06/06/2023 | 119.25 | |
| 176018 | PULLIN | PULLIN FOWLER FLANAGAN BROWN POE PLLC | REGULAR | 06/06/2023 | 27.50 | |
| 176019 | SMITH JODI | JODI SMITH | REGULAR | 06/06/2023 | 283.73 | |
| 176020 | STATE TAX | STATE TAX DEPARTMENT PROPERTY TAX DIV | REGULAR | 06/06/2023 | 19,726.72 | |
| 176021 | TRANSUNION | TRANSUNION RISK AND ALTERNATIVE DATA | REGULAR | 06/06/2023 | 141.40 | |
| 176022 | VERIZONW | VERIZON WIRELESS | REGULAR | 06/06/2023 | 879.99 | |
| 176023 | VISION | VISION SERVICE PLAN (WV) | REGULAR | 06/06/2023 | 3,687.18 | |
| 176024 | WALLACE J | JENNIFER WALLACE | REGULAR | 06/06/2023 | 21.46 | |

GENERAL FUND Bank Id 101 Totals 76,737.75

Report Totals 76,737.75



Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|----------|------------|---------------------------------------|---------|------------|--------------|-----|
| 5089 | DENTAL | RENAISSANCE | REGULAR | 06/06/2023 | 1,287.37 | |
| 5090 | DENTAL | RENAISSANCE | REGULAR | 06/06/2023 | 1,279.20 | |
| 5091 | MONPOWER | MON POWER | REGULAR | 06/06/2023 | 18,809.54 | |
| 176012 | AAP | ADVANCE AUTO PARTS | REGULAR | 06/06/2023 | 540.46 | |
| 176013 | DOMINIONH | DOMINION HOPE | REGULAR | 06/06/2023 | 1,193.44 | |
| 176014 | FRONTIER | FRONTIER | REGULAR | 06/06/2023 | 563.00 | |
| 176015 | GENERALSA | GENERAL SALES CO. | REGULAR | 06/06/2023 | 3,860.57 | |
| 176016 | JOHNSTONE | JOHNSTONE SUPPLY | REGULAR | 06/06/2023 | 1,472.94 | |
| 176017 | ODEPOT | ODP BUSINESS SOLUTIONS, LLC | REGULAR | 06/06/2023 | 119.25 | |
| 176018 | PULLIN | PULLIN FOWLER FLANAGAN BROWN POE PLLC | REGULAR | 06/06/2023 | 27.50 | |
| 176019 | SMITH JODI | JODI SMITH | REGULAR | 06/06/2023 | 283.73 | |
| 176020 | STATE TAX | STATE TAX DEPARTMENT PROPERTY TAX DIV | REGULAR | 06/06/2023 | 19,726.72 | |
| 176021 | TRANSUNION | TRANSUNION RISK AND ALTERNATIVE DATA | REGULAR | 06/06/2023 | 141.40 | |
| 176022 | VERIZONW | VERIZON WIRELESS | REGULAR | 06/06/2023 | 879.99 | |
| 176023 | VISION | VISION SERVICE PLAN (WV) | REGULAR | 06/06/2023 | 3,687.18 | |
| 176024 | WALLACE J | JENNIFER WALLACE | REGULAR | 06/06/2023 | 21.46 | |

GENERAL FUND Bank Id 101 Totals

53,893.75

Report Totals

53,893.75

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|----------|------------|--|---------|------------|--------------|-----|
| 5089 | DENTAL | RENAISSANCE | REGULAR | 06/06/2023 | 1,287.37 | |
| 5090 | DENTAL | RENAISSANCE | REGULAR | 06/06/2023 | 1,279.20 | |
| 176012 | AAP | ADVANCE AUTO PARTS | REGULAR | 06/06/2023 | 540.46 | |
| 176013 | DOMINIONH | DOMINION HOPE | REGULAR | 06/06/2023 | 1,193.44 | |
| 176014 | FRONTIER | FRONTIER | REGULAR | 06/06/2023 | 563.00 | |
| 176015 | GENERALSA | GENERAL SALES CO. | REGULAR | 06/06/2023 | 3,860.57 | |
| 176016 | JOHNSTONE | JOHNSTONE SUPPLY | REGULAR | 06/06/2023 | 1,472.94 | |
| 176017 | ODEPOT | ODP BUSINESS SOLUTIONS, LLC | REGULAR | 06/06/2023 | 119.25 | |
| 176018 | PULLIN | PULLIN FOWLER FLANAGAN BROWN POE PLLC | REGULAR | 06/06/2023 | 27.50 | |
| 176019 | SMITH JODI | JODI SMITH | REGULAR | 06/06/2023 | 283.73 | |
| 176020 | STATE TAX | STATE TAX DEPARTMENT PROPERTY TAX DIV | REGULAR | 06/06/2023 | 19,726.72 | |
| 176021 | TRANSUNION | TRANSUNION RISK AND ALTERNATIVE DATA | REGULAR | 06/06/2023 | 141.40 | |
| 176022 | VERIZONW | VERIZON WIRELESS | REGULAR | 06/06/2023 | 879.99 | |
| 176023 | VISION | VISION SERVICE PLAN (WV) | REGULAR | 06/06/2023 | 3,687.18 | |
| 176024 | WALLACE J | JENNIFER WALLACE | REGULAR | 06/06/2023 | 21.46 | |

GENERAL FUND Bank Id 101 Totals

35,084.21

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|-------------------------------------|-----------|-------------------------|---------|------------|------------------|-----|
| 3063 | FNB | FIRST NEIGHBORHOOD BANK | REGULAR | 06/06/2023 | 13,154.57 | |
| 3064 | TEVER | TEVER LLC | REGULAR | 06/06/2023 | 630.00 | |
| FIRE SERVICE FEE Bank Id 120 Totals | | | | | <u>13,784.57</u> | |



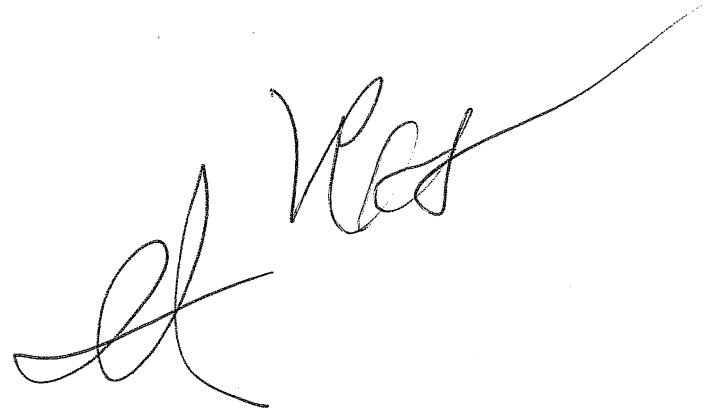
Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|---|--------------|---------------|---------|------------|---------------|-----|
| 8479 | SMITHMATTHEW | MATTHEW SMITH | REGULAR | 06/06/2023 | 435.00 | |
| 8480 | TOPECHRI | TOPE CHRIS E | REGULAR | 06/06/2023 | 133.75 | |
| COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals | | | | | <u>568.75</u> | |

Two handwritten signatures in black ink are located in the lower right quadrant of the page. The signature on the left is a large, stylized 'R' or 'K' shape. The signature on the right is a more complex, cursive signature.

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|---|-----------|----------------------------------|---------|------------|--------------|-----|
| 1032 | UCCI | UNITED CONSTRUCTION CO., INC. | REGULAR | 06/06/2023 | 408,797.19 | |
| AMERICAN RESCUE PLAN Bank Id 207 Totals | | | | | 408,797.19 | |
| Report Totals | | | | | 458,234.72 | |

A large, stylized handwritten signature in black ink, appearing to read 'AK West', is written across the bottom right portion of the page.

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|----------|-----------|------------------------|---------|------------|--------------|-----|
| 5088 | HEALTH | HIGHMARK WEST VIRGINIA | REGULAR | 06/05/2023 | 3,873.42 | |

PAYROLL FUND Bank Id 101 Totals 3,873.42

Report Totals 3,873.42

