

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, AUGUST 31, 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., Mickey Hess from the Wood County Historic Landmarks Commission met with the County Commission to request funds for students to tour Blennerhassett Island and Museum as well as Henderson Hall. 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 a donation of up to ten thousand dollars and zero cents (\$10,000.00) to the Wood County Historical Landmarks Commission. Said donation is in support of Wood County School students touring Henderson Hall. Said funds will be paid directly to Henderson Hall upon the County Commission being invoiced. (Order A/2827)

At 9:54 A.M., the County Commission approved the hiring of Kevin Barr as an employee in the Sheriff's Tax Office.

At 10:03 A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of Robert K. Tebay, seconded by David Blair Couch and made unanimous

by James E. Colombo, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended. Robert K. Tebay, James E. Colombo and David Blair Couch, Commissioners met with Marty Seufer, County Administrator and Pat Lefebure, Wood County Prosecuting Attorney. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by personnel matters. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:06 o'clock A.M. (Order A/2829)

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

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/2827, A/2829

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



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David Blair Couch, President



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Robert K. Tebay, Commissioner



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James Colombo, Commissioner

Wood County Commission Meeting  
Held August 31, 2023

**Please Print**

1.	<i>M. Kelly Hess</i>
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Wood County Commission  
Agenda

August 31, 2023  
No. 1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Discuss request for funding	Mickey Hess, Wood County Historic Landmarks Commission
	Consider Request to Hire Kevin J. Barr as a Wood County Tax Deputy - \$32,760.00/yr.	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

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Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

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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

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**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**

AUGUST 31, 2023

**EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION**

This 31st day of August, 2023, at 10:03 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended:

WHEREUPON, the said Robert K. Tebay, James E. Colombo and David Blair Couch, Commissioners met with Marty Seufer, County Administrator and Pat Lefebure, Wood County Prosecuting Attorney.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by personnel matters.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:06 o'clock A.M.

APPROVED:

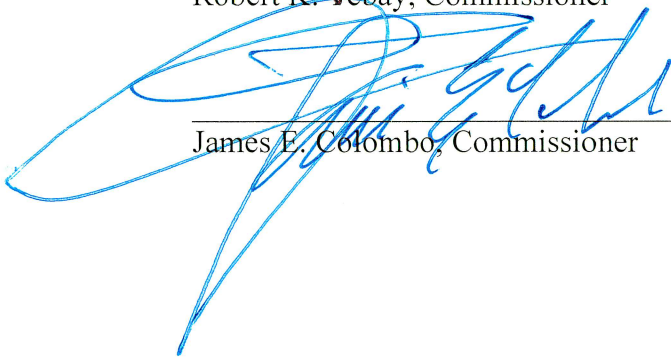
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2829

Wood County  
Joe Gonzalez, Clerk  
Instrument 88316506  
08/31/2023 @ 03:01:49 PM  
COUNTY COMMISSION ORDER  
Book 77 @ Page 658  
Pages Recorded 1

AUGUST 31, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

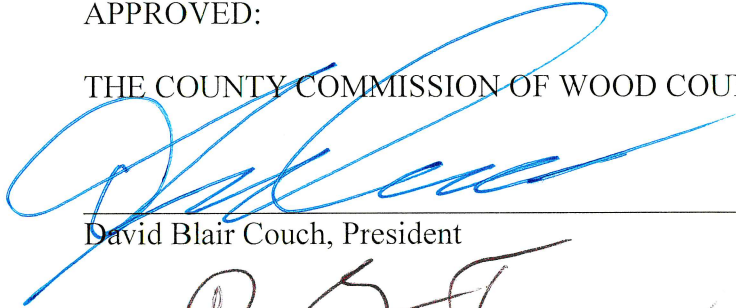
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
UP TO \$10,000.00 TO THE WOOD COUNTY HISTORICAL  
LANDMARKS COMMISSION.

**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 a donation of up to ten thousand dollars and zero cents (\$10,000.00) to the Wood County Historical Landmarks Commission. Said donation is in support of Wood County School students touring Henderson Hall. Said funds will be paid directly to Henderson Hall upon the County Commission being invoiced.

APPROVED:

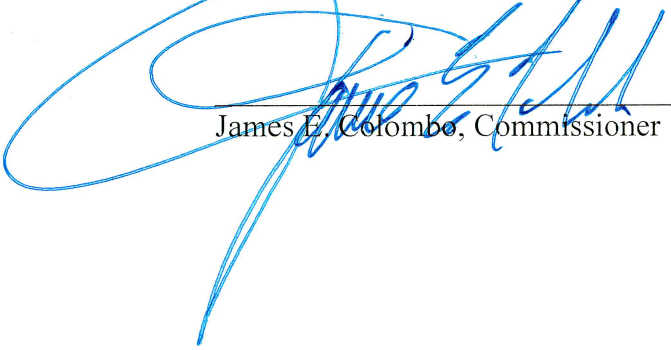
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

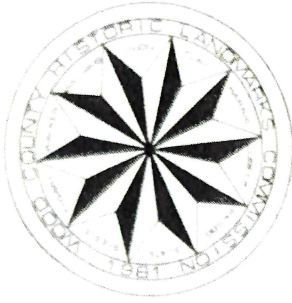


Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2827



# WOOD COUNTY HISTORIC LANDMARKS COMMISSION

Parkersburg, WV 26101

08/23/2023

Dear Wood County Commission,

The Wood County Historic Landmarks Commission is partnering with the Wood County Board of Education to provide opportunities for all Wood County 8th Graders to attend Blennerhassett State Island and Museum over a six year period. Additionally, we and the Board of Education, would like to include Henderson Hall in that trip, however the group rates for Henderson Hall are more costly than those of the island and museum.

The Wood County Historic Landmarks Commission would like to request \$10,000.00 from the Wood County Commission to send all Wood County West Virginia History Students to attend a tour of Henderson Hall during the 2023-2024 school year.

The Wood County Historic Landmarks Commission, in conjunction with sponsors in the private sector, will pay for the island tour, museum tour, and wagon ride. However, we need assistance with sending the students to Henderson Hall.

I, the Landmarks Commission, and the Board of Education appreciate your consideration on this matter. Should you have any questions, comments, or concerns please do not hesitate to reach out. Thank you for your time and attention on this issue.

Sincerely,

Mickey Hess

Chairman

Wood County Historic Landmarks Commission



# Check Register Report for Wood County Commission

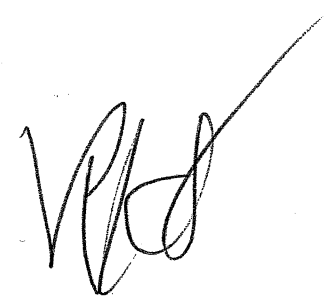
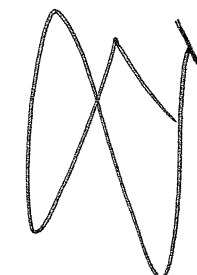
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5162	CHILD	CHILD SUPPORT ENF DIV	REGULAR	08/31/2023	710.58	
5163	EMPOWER	EMPOWER RETIREMENT	REGULAR	08/31/2023	100.00	
5164	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	08/31/2023	96,024.50	
5165	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	08/31/2023	1,969.00	
5166	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	08/31/2023	1,319.57	
5167	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	08/31/2023	24,065.39	
176426	AMERICAN	AFLAC	REGULAR	08/31/2023	68.44	
176427	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	08/31/2023	331.92	
176428	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	08/31/2023	941.20	
176429	WESTERNSO	WESTERN & SOUTHERN LIFE	REGULAR	08/31/2023	54.10	

**PAYROLL FUND Bank Id 101 Totals**

125,584.70

**Report Totals**

125,584.70

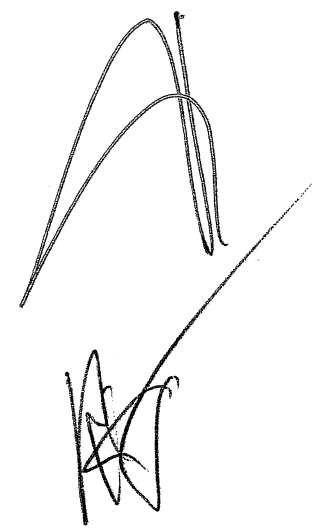



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5168	DENTAL	RENAISSANCE	REGULAR	08/29/2023	2,111.41	
176430	AAP	ADVANCE AUTO PARTS	REGULAR	08/29/2023	1,655.67	
176431	BAERTALI	TALIA M BAER	REGULAR	08/29/2023	628.75	
176432	CAS CABLE	CAS CABLE	REGULAR	08/29/2023	244.59	
176433	CENTRALSQUAR	CENTRAL SQUARE	REGULAR	08/29/2023	16,720.36	
176434	CWS	CWS	REGULAR	08/29/2023	268.88	
176435	DISH	DISH NETWORK	REGULAR	08/29/2023	127.39	
176436	DOMINIONH	DOMINION HOPE	REGULAR	08/29/2023	202.49	
176437	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	08/29/2023	21.50	
176438	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	08/29/2023	3,703.72	
176439	HARRISTECH	HARRIS TECHNOLOGY SERVICES	REGULAR	08/29/2023	18,510.50	
176440	HINKLEB	BRENDA HINKLE	REGULAR	08/29/2023	1,293.18	
176441	INSIGHT	INSIGHT	REGULAR	08/29/2023	10,978.50	
176442	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	08/29/2023	183.00	
176443	LUTE	LUTE SUPPLY PARKERSBURG WV	REGULAR	08/29/2023	117.26	
176444	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	08/29/2023	167.55	
176445	OPTIMUM	OPTIMUM WATER SOLUTIONS . INC.	REGULAR	08/29/2023	65.00	
176446	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	08/29/2023	296.30	
176447	TEBAROBE	TEBAY ROBERT K.	REGULAR	08/29/2023	532.12	
176448	VERIZONW	VERIZON WIRELESS	REGULAR	08/29/2023	73.90	
176449	WORKINGMA	WORKINGMAN'S STORE	REGULAR	08/29/2023	47.00	
176450	WVBOARD	WV BOARD OF RISK AND INSURANCE MANAGEMENT	REGULAR	08/29/2023	1,720.00	
176451	WVCGSIRP	WVCORP	REGULAR	08/29/2023	4,339.50	
<b>GENERAL FUND Bank Id 101 Totals</b>					64,008.57	

# Check Register Report for Wood County Commission

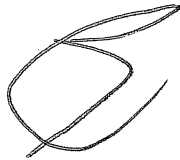
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8744	AT&T MOBILE	AT&T MOBILITY	REGULAR	08/29/2023	475.25	
8745	DOMINIONH	DOMINION HOPE	REGULAR	08/29/2023	334.02	
8746	KUHLJASO	KUHL JASON A.	REGULAR	08/29/2023	314.83	
8747	NI GOVERNMENT	NI GOVERNMENT SERVICE INC	REGULAR	08/29/2023	884.71	
8748	STUARTOIL	STUART OIL COMPANY	REGULAR	08/29/2023	125.97	
8749	TREASUREROHIO	TREASURER OF STATE OF OHIO	REGULAR	08/29/2023	150.00	
8750	WVDTL	WV DRUG TESTING LABORATORIES, INC	REGULAR	08/29/2023	20.00	
<b>E-911 FUND Bank Id 107 Totals</b>					<b>2,304.78</b>	



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# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
381	GRAE-CON	GRAE-CON CONSTRUCTION INC	REGULAR	08/29/2023	32,421.42	
SPECIAL BLDG FUND Bank Id 244 Totals					32,421.42	
Report Totals					113,107.64	



# Check Register Report for Wood County Commission

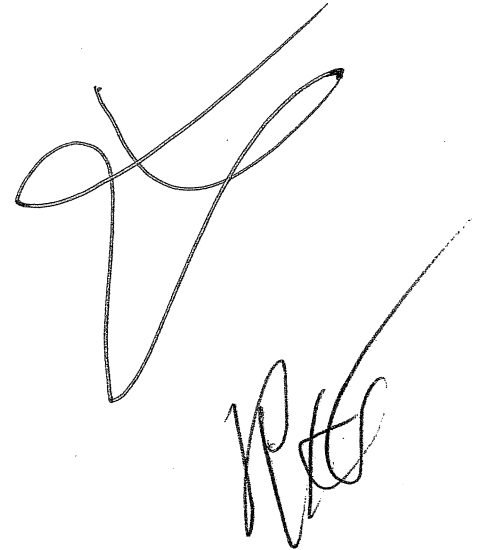
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8552	FRONTIER	FRONTIER	REGULAR	08/29/2023	329.29	
8553	MONPOWER	MON POWER	REGULAR	08/29/2023	137.33	
8554	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	08/29/2023	56.92	
8555	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	08/29/2023	899.01	
8556	TIANO	TIANO-KNOPP ASSOC., INC.	REGULAR	08/29/2023	417.00	
<b>COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals</b>					1,839.55	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3166	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	08/29/2023	1,334.82	
3167	DOMINIONH	DOMINION HOPE	REGULAR	08/29/2023	28.00	
3168	FIRESTATION	FIRE STATION SOFTWARE, LLC	REGULAR	08/29/2023	294.50	
3169	JMCM	JMCM ENTERPRISES LLC	REGULAR	08/29/2023	8,167.80	
3170	PARMAROIL	PAR MAR OIL COMPANY	REGULAR	08/29/2023	1,228.76	
3171	STEVE'S P	STEVE'S PLUMBING LLC	REGULAR	08/29/2023	350.00	
3172	WEX	WEX BANK	REGULAR	08/29/2023	324.44	
<b>FIRE SERVICE FEE Bank Id 120 Totals</b>					11,728.32	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3671	WVDTL	WV DRUG TESTING LABORATORIES. INC	REGULAR	08/29/2023	805.00	
HOME CONFINEMENT Bank Id 108 Totals					<u>805.00</u>	

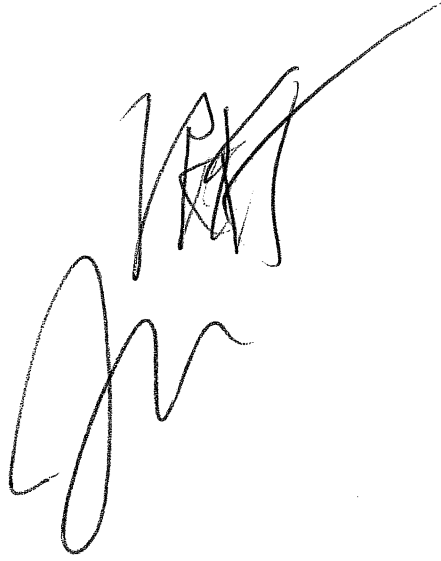
A large, stylized handwritten signature in black ink, appearing to be a cursive name, possibly 'R. H. H.', located on the right side of the page.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
176283	EPLUS	EPLUS TECHNOLOGY	VOID	08/28/2023	(4,918.28)	X

GENERAL FUND Bank Id 101 Totals (4,918.28)

Report Totals (4,918.28)

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# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5161	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	08/25/2023	36,900.85	

GENERAL FUND Bank Id 101 Totals 36,900.85

Report Totals 36,900.85

