

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, SEPTEMBER 14, 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 an Exoneration in regard to real property. A copy is attached and shall be made a part thereof.

The County Commission was in receipt of a letter advising them of the creation of new real estate tax bills. Copy of said letter is attached to these minutes and shall be made a part thereof.

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 August 24, 28, 31, 2023 and September 7, 2023.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission held a hearing in regard to the Charles P. Morris estate. Julie White, by her attorney C. Blaine Myers requested a Motion to Compel Filing of a Final or Interim Settlement. After review, the County Commission ruled the Estate be referred to a Fiduciary Commissioner. (Probate Order)

At 10:02 A.M., the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, reappointed Chris Swarr, representing Wood County Parks, to the Wood County Alternative Transportation System Council. Mr. Swarr's new term will expire July 15, 2025. (Order A/2839)

The County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, appointed Roger Brown and Jill Parsons to the Mid-Ohio Valley Regional Airport Authority. The new terms will expire September 24, 2026. (Order A/2841)

At 10:04 A.M., the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and passed with Robert K. Tebay abstaining, did hereby AWARD the bid for the roof replacement at the Mid-Ohio Valley Health Department located at 211 6th Street, Parkersburg, West Virginia to Sutter Roofing, 2 Stadium Drive, Clarksburg, WV 26301- \$88,400.00. (Order C/159)

At 10:07 A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, 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. The said Robert K. Tebay, James E. Colombo and David Blair Couch, Commissioners met with Marty Seufer, County Administrator and Todd Nonamaker, Wood County Maintenance Supervisor. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by section 9. The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:34 o'clock A.M. (Order C/158)

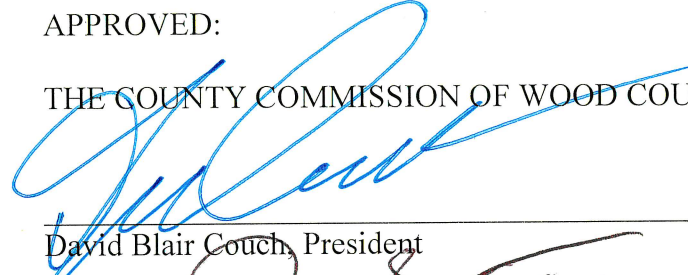
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:34 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

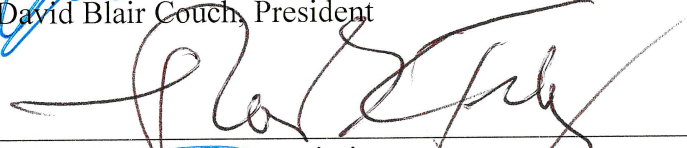
A/2839, A/2841, C/158, C/159

APPROVED:

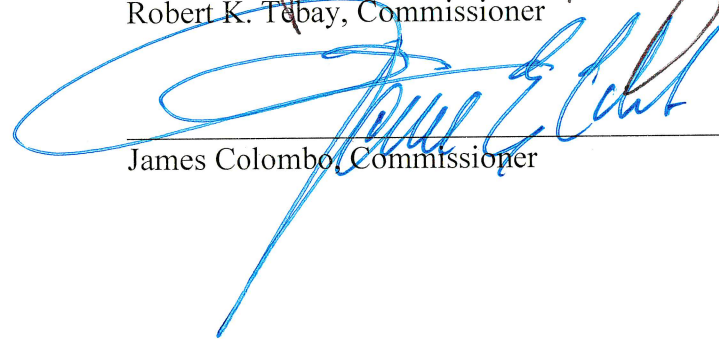
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held September 14, 2023

Please Print

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Wood County Commission
Agenda

September 14, 2023
No. 1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Estate of Charles P. Morris – consider motion to compel filing of the final or interim settlement	Julie White, Beneficiary and Blaine Myers, Attorney
	Consider appointing Chris Swarr to the Wood County Alternative Transportation System Council	
	Consider appointing Jill Parsons and Roger Brown to the Mid-Ohio Valley Regional Airport Authority	
	Consider awarding bid for the Health Department Building roof replacement	
	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

At a Regular Session of the County Commission, continued and held for the County of Wood, at the Courthouse thereof, Thursday September 14, 2022, Present, David Blair Couch, President of said Commission, Robert K Tebay, and James E Colombo Commissioners.

IN RE: ESTATE OF CHARLES PATRICK MORRIS, DECEASED

MOTION TO COMPEL FILING OF A
FINAL OR INTERIM SETTLEMENT

This day came JULIE WHITE, by Council, C. BLAINE MYERS for the Estate of CHARLES PATRICK MORRIS, deceased, with a Motion to Compel Filing of a Final or Interim Settlement. After review of the file, the Wood County Commission Ordered this Estate be referred to a Fiduciary Commissioner.

SEPTEMBER 14, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED CHRIS SWARR
TO THE WOOD COUNTY ALTERNATIVE TRANSPORTATION
SYSTEM COUNCIL.

ORDER

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, reappointed Chris Swarr, representing Wood County Parks, to the Wood County Alternative Transportation System Council.

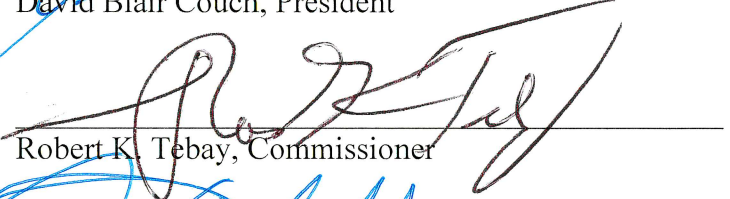
Mr. Swarr's new term will expire July 15, 2025.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2839

Wood County
Joe Gonzalez, Clerk
Instrument 88318309
09/14/2023 @ 01:50:32 PM
COUNTY COMMISSION ORDER
Book 77 @ Page 724
Pages Recorded 1

SEPTEMBER 14, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED JILL PARSONS AND
ROGER BROWN TO THE MID-OHIO VALLEY REGIONAL
AIRPORT AUTHORITY.

ORDER

On this date, 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, appointed Roger Brown and Jill Parsons to the Mid-Ohio Valley Regional Airport Authority.

The new terms will expire September 24, 2026.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2841

Wood County
Joe Gonzalez, Clerk
Instrument 89318308
09/14/2023 @ 01:09:10 PM
COUNTY COMMISSION ORDER
BOOK 97 & PAGE 725
Pages Recorded: 1

SEPTEMBER 14, 2023

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 14th day of September, 2023, at 10:07 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, 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:

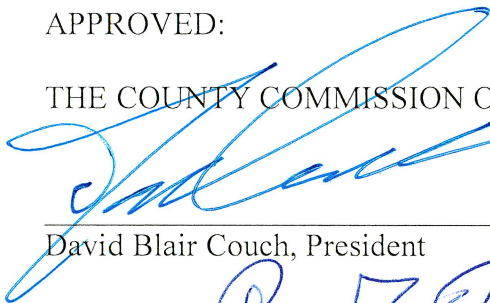
WHEREUPON, the said Robert K. Tebay, James E. Colombo and David Blair Couch, Commissioners met with Marty Seufer, County Administrator and Todd Nonamaker, Wood County Maintenance Supervisor.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by section 9.

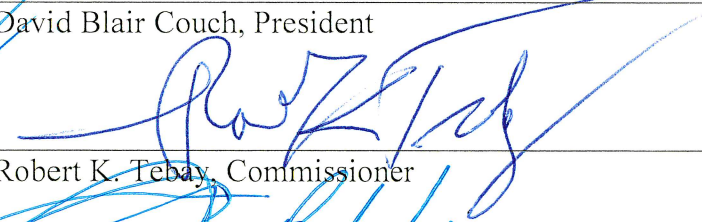
The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:34 o'clock A.M.

APPROVED:

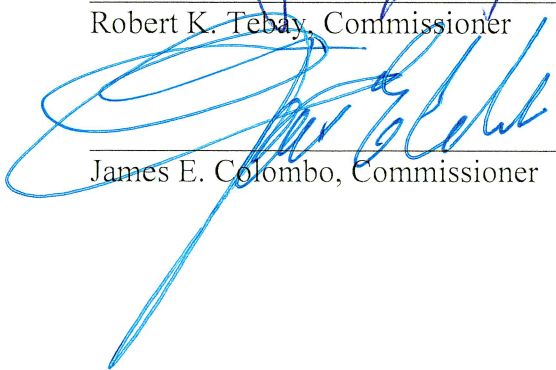
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/158

Wood County
Joe Gonzalez: Clerk
Instrument 98217929
09/14/2023 @ 10:08:40 PM
QUALITY COMMISSION ORDER
Book 77 @ Page 716
Pages Recorded 1

SEPTEMBER 14, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR A
ROOF REPLACEMENT AT THE HEALTH DEPARTMENT.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and passed with Robert K. Tebay abstaining, did hereby AWARD the bid for the roof replacement at the Mid-Ohio Valley Health Department located at 211 6th Street, Parkersburg, West Virginia.

Sutter Roofing
2 Stadium Drive
Clarksburg, WV 26301
\$88,400.00

APPROVED:

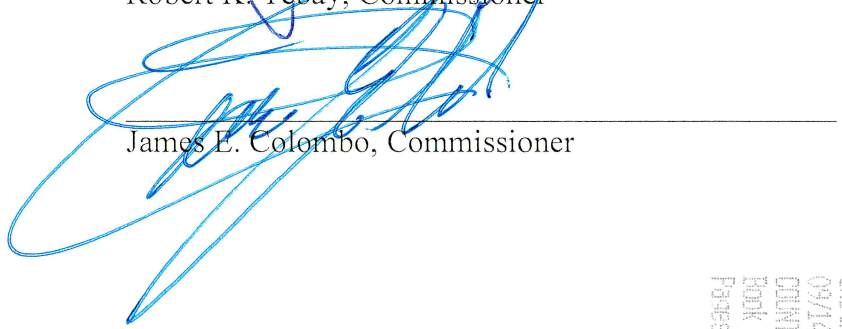
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/159

Wood County
Joe Gonzalez, Clerk
Instrument 08317828
09/14/2023 @ 10:07:30 AM
COUNTY COMMISSION ORDER
Book 77 @ Page 715
Pages Recorded 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Real**
Tax Ticket: **35072** ✓
Tax Year: **2023** ✓

Upon the application of **LEACH WILLIAM E & JUDY A L/E**
HOOVER KATHY A whose address is **1340 BIG TYGART CREEK RD MINERAL WELLS, WV 26150-7602** aggrieved by an erroneous assessment in **08 TYGART 350 000K 0000 0000**, in the County of Wood, for the **2023** 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 **2023** 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.

Farm use not applied

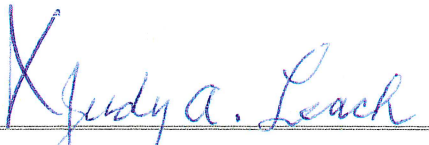
All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of Wood County

Assessment Table

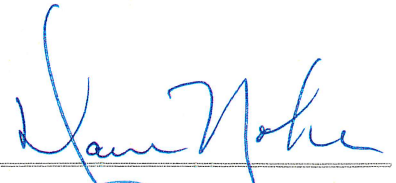
Assessed	Reduction	New
21360	18960	2400

Tax Value Table

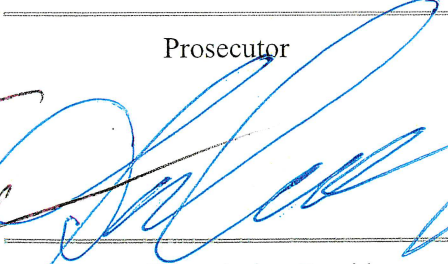
Tax Full Year	Reduction	New
235.48	209.00	26.48

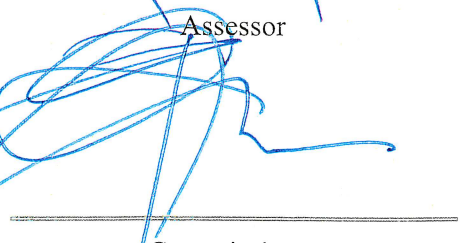

Taxpayer


Prosecutor


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 September 14, 2023.

August 16, 2023 - CM

RECEIVED
AUG 25 2023
County Commission

RECEIVED
SEP 01 2023
County Commission

RECEIVED
SEP 12 2023
County Commission

Wood County
Joe Gonzales, Clerk
Instrument 88317439
09/14/2023 @ 02:53:54 PM
COMMISSION ORDER
Book 77 & Page 704
Pages Recorded 1

Send New Bill

THE COUNTY OF WOOD
OFFICE OF THE ASSESSOR

321 Market Street • Parkersburg, WV 26101 • 304.424.1888

PERSONAL PROPERTY DIVISION

David C. Nohe, Assessor



Wood County Commission

Blair Couch, James Colombo, Robert Tebay

Due to the new Sheriff's tax office computer system, we are required to inform the County Commission when we create new real estate tax bills. These bills will be created in the Sheriff's tax office.

This letter is to inform you that the real estate ticket #52195 to ticket #52199 will be created due to lack of valuing by the state tax department. Therefore, with your permission, we will be creating these tickets. There will be 5 tickets.

- #1 Ticket #52195 Ruble, Joyce etal 08/9999/8000/0027/0000 ¼ ogm 55-a Sams Ck under 270/B appraised value of 100 assessed value of 60. Class 3 Address 2600 Fairview Ave PKG 26104
- #2 Ticket #52196 Ruble, Joyce etal 08/9999/8000/0028/0000 ¼ ogm 171-A Sams Ck under 270/A appraised value of 100 assessed value of 60. Class 3 Address 2600 Fairview Ave PKG 26104
- #3 Ticket #52197 Ruble, Joyce etal 08/9999/8000/0029/0000 1/8 ogm 142-A 106-P Sams Ck under 330/K E F I appraised value of 100 assessed value of 60. Class 3 Address 2600 Fairview Ave PKG 26104
- #4 Ticket #52198 Ruble, Joyce etal 03/9999/3000/0209/0000 ¼ of 1/8 ogm 39-A 36-P under 540/C appraised value of 100 assessed value of 60. Class 3 Address 2600 Fairview Ave PKG 26104
- #5 Ticket #52199 Ruble, Joyce etal 07/9999/7000/0208/0000 ½ gas & 7/16 oil Pond Ck under 660/I 670/I 680/L appraised value of 100 assessed value of 60. Class 3 Address 2600 Fairview Ave PKG 26104

A blue ink signature of David C. Nohe, written in a cursive style, positioned above a horizontal line.

David C. Nohe

A blue ink signature of a Commissioner, written in a cursive style, positioned above a horizontal line.

Commissioner

A blue ink signature of a Commissioner, written in a cursive style, positioned above a horizontal line.

Commissioner

A blue ink signature of a Commissioner, written in a cursive style, positioned above a horizontal line.

Commissioner



**Wood County
Central Telecommunications
Center
Wood County, WV E911
Homeland Security and Emergency
Management**



September 14, 2023

Wood County Commission
#1 Court Square
Parkersburg, WV 26101

Dear Commissioners:

Please make the following addition to payroll for the September 29, 2023 pay period:

Kimberly Donahoe will be a Full Time Telecommunicator beginning on September 16, 2023. Her annual salary as approved is \$38,118.08 annually or \$1,588.25 bi-monthly and should be taken from line item 1-712-10-184

Thank you for your attention to this matter.

Sincerely,

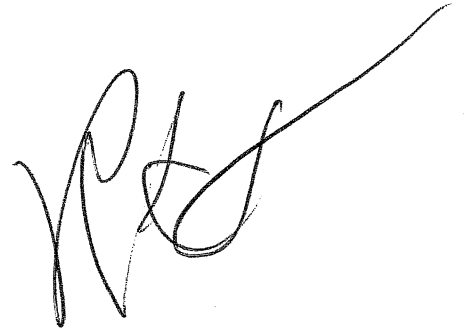
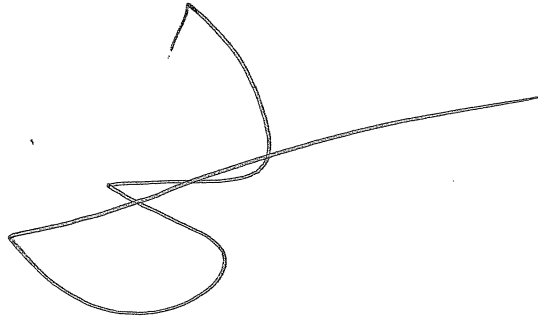
W.M. Shook
Director,
Central Telecommunications Center

RECEIVED
SEP 14 2023
County Commission

Wood County
Joe Gonzales, Clerk
Instrument 88317824
09/14/2023 @ 10:03:25 AM
COUNTY COMMISSION ORDER
Book 77 @ Page 712
Pages Recorded 1

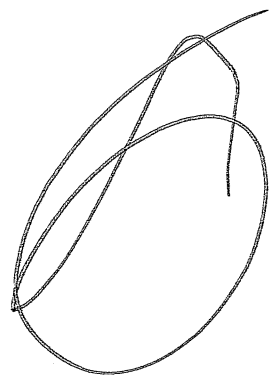
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5179	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	09/11/2023	17,605.25	
5180	CHILD	CHILD SUPPORT ENF DIV	REGULAR	09/15/2023	710.58	
5181	EMPOWER	EMPOWER RETIREMENT	REGULAR	09/15/2023	100.00	
5182	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	09/15/2023	97,538.86	
5183	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	09/15/2023	1,969.00	
176490	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	09/15/2023	331.92	
PAYROLL FUND Bank Id 101 Totals					118,255.61	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1316	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	09/11/2023	1,563.00	
DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals					<u>1,563.00</u>	
Report Totals					<u>119,818.61</u>	

A handwritten signature in black ink, appearing to be 'R. S.', with a long horizontal line extending to the right.A handwritten signature in black ink, consisting of a large, stylized loop.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
176510	WORKINGMA	WORKINGMAN'S STORE	REGULAR	09/13/2023	2,223.00	
176511	WVCGSIRP	WVCORP	REGULAR	09/13/2023	200,197.25	
GENERAL FUND Bank Id 101 Totals					<u>376,909.57</u>	

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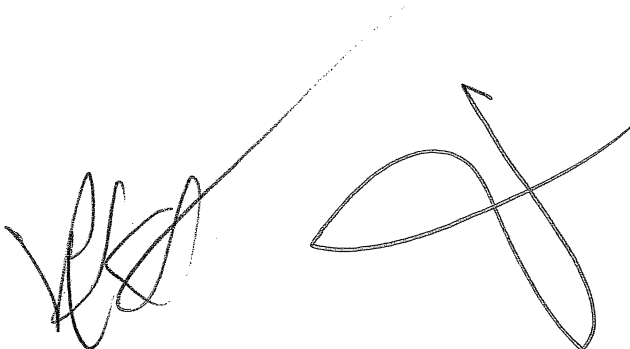
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5180	CHILD	CHILD SUPPORT ENF DIV	REGULAR	09/15/2023	710.58	
5181	EMPOWER	EMPOWER RETIREMENT	REGULAR	09/15/2023	100.00	
5182	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	09/15/2023	97,538.86	
5183	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	09/15/2023	1,969.00	
5184	DENTAL	RENAISSANCE	REGULAR	09/13/2023	1,724.36	
176490	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	09/15/2023	331.92	
176491	AAP	ADVANCE AUTO PARTS	REGULAR	09/13/2023	498.09	
176492	CELLEBRITE	CELLEBRITE INC	REGULAR	09/13/2023	6,450.00	
176493	DONNELON	DONNELON MCCARTHY ENTERP	REGULAR	09/13/2023	256.87	
176494	FRONTIER	FRONTIER	REGULAR	09/13/2023	853.43	
176495	GALLS	GALLS	REGULAR	09/13/2023	169.99	
176496	GARAGE	GARAGE TRENDZ	REGULAR	09/13/2023	1,893.75	
176497	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	09/13/2023	1,068.06	
176498	KESTERSON	KESTERSON CLEANERS	REGULAR	09/13/2023	552.73	
176499	MATHENY M	MATHENY MOTOR TRUCK CO	REGULAR	09/13/2023	55,402.00	
176500	MID-OHIOVRA	MID-OHIO VALLEY REGIONAL AIRPORT	REGULAR	09/13/2023	850.00	
176501	NORTH STAR	NORTH STAR CHILD ADVOCACY CENTER	REGULAR	09/13/2023	200.00	
176502	POEJOSH	POE JOSHUA SCOTT	REGULAR	09/13/2023	600.00	
176503	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	09/13/2023	931.88	
176504	ROBERTSON HV,	ROBERTSON HVAC	REGULAR	09/13/2023	286.60	
176505	SECKMAN	SECKMAN PEST CONTROL	REGULAR	09/13/2023	450.00	
176506	SMITH JODI	JODI SMITH	REGULAR	09/13/2023	52.59	
176507	SPAULDING	SPAULDING PSYCHOLOGICAL SERVICCES PLLC	REGULAR	09/13/2023	500.00	
176508	TAYLOR'S D	TAYLOR'S DISPOSAL INC	REGULAR	09/13/2023	217.79	
176509	VERIZONW	VERIZON WIRELESS	REGULAR	09/13/2023	880.82	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8567	U S BANK	U.S. BANK	REGULAR	09/14/2023	1,290.07	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals	<u>1,290.07</u>
Report Totals	<u>21,730.84</u>

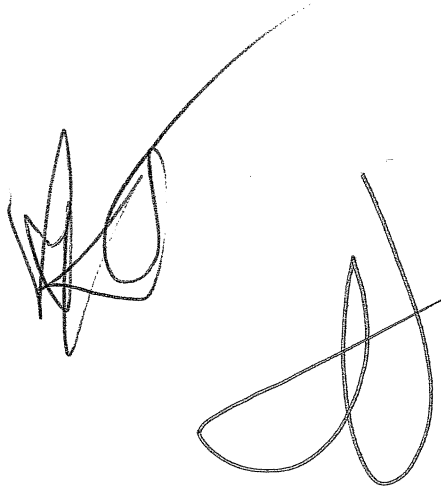
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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8763	U S BANK	U.S. BANK	REGULAR	09/14/2023	8,171.22	

E-911 FUND Bank Id 107 Totals

8,171.22

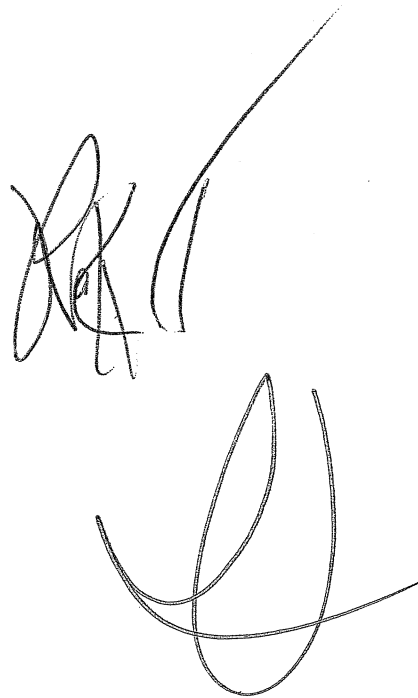
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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
176512	U S BANK	U.S. BANK	REGULAR	09/14/2023	11,510.38	

GENERAL FUND Bank Id 101 Totals

11,510.38

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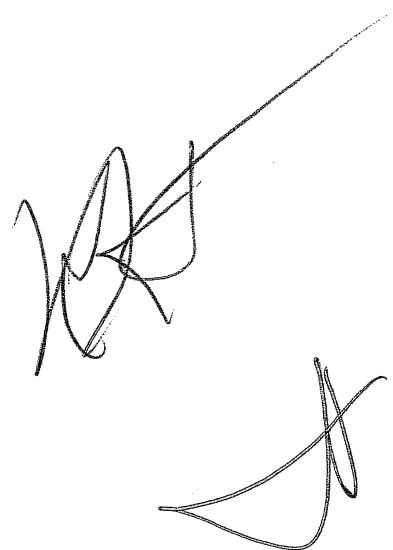
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8759	CINTAS	CINTAS CORPORATION	REGULAR	09/13/2023	78.30	
8760	JANI-SOUR	JANI-SOURCE	REGULAR	09/13/2023	286.76	
8761	LAMP	LAMP PESTPROOF	REGULAR	09/13/2023	295.00	
8762	WV EMC	WV EMERGENCY MANAGEMENT COUNCIL	REGULAR	09/13/2023	125.00	
E-911 FUND Bank Id 107 Totals					<u>785.06</u>	

Handwritten signature and initials in black ink, located in the lower right quadrant of the page. The signature is a cursive name, and the initials are a large, stylized 'X'.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3201	GLATFELTER	GLATFELTER SPECIALTY BENEFITS	REGULAR	09/13/2023	7,109.06	
3202	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	09/13/2023	199.95	
3203	MONPOWER	MON POWER	REGULAR	09/13/2023	36.88	
FIRE SERVICE FEE Bank Id 120 Totals					<u>7,345.89</u>	

Handwritten signature and scribble in the lower right quadrant of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1042	DOUBLERADIUS	DOUBLE RADIUS	REGULAR	09/13/2023	1,807.48	

AMERICAN RESCUE PLAN Bank Id 207 Totals 1,807.48

Report Totals 386,848.00

