

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, OCTOBER 12, 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.

Justin T. Darlington took his oath of office as a Humane Officer for the Humane Society of Parkersburg.

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., Petitioner Dave Palmer presented to the County Commission, a Petition to close an unimproved and unused street, Lorain Street, in Williams District. The Wood County Commission, upon a motion duly made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, ORDERED the Petition be filed and this matter is hereby set for hearing on the 2<sup>nd</sup> day of November, 2023 at 10:00 o'clock A.M. in Room 203 of the Wood County Courthouse, Parkersburg, West Virginia. The Petitioner shall cause Notice of said Public Hearing to be published and served as required by law. (Order C/162)

At 9:40 A.M., the County Commission approved the hiring of Czailee Westfall as an employee in the Sheriff's Tax Office.

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:12 A.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

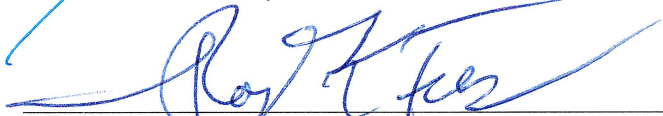
C/162

APPROVED:

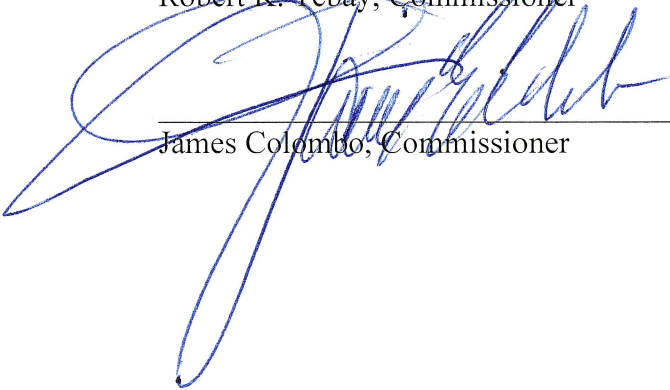
THE COUNTY COMMISSION OF WOOD COUNTY



\_\_\_\_\_  
David Blair Couch, President



\_\_\_\_\_  
Robert K. Tebay, Commissioner



\_\_\_\_\_  
James Colombo, Commissioner

Wood County Commission Meeting  
Held October 12, 2023

**Please Print**

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Wood County Commission  
Agenda

October 12, 2023  
1 Court Square Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Request meeting date for closing of Lorain Street, Williams District	Dave Palmer
9:45 A.M.	Consider Request to Hire Czailee N Westfall as a full time Tax Deputy for Wood County Sheriff- \$32,760.00	
	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, impropers 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

OCTOBER 12, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: PETITIONERS DAVE PALMER, PRESENTED A PETITION TO  
CLOSE LORAIN STREET IN WILLIAMS DISTRICT

**ORDER**

On this date, came Petitioner Dave Palmer, and presented to the County Commission of Wood County, a Petition to close an unimproved and unused street Lorain Street in Williams District.

It appearing proper to the County Commission of Wood County, upon a motion duly made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, the aforementioned Petition, is hereby ORDERED filed and this matter is hereby set for hearing on the 2<sup>nd</sup> day of November, 2023 at 10:00 o'clock A.M. in Room 203 of the Wood County Courthouse, Parkersburg, West Virginia. The Petitioner shall cause Notice of said Public Hearing to be published and served as required by law.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



\_\_\_\_\_  
David Blair Couch, President



\_\_\_\_\_  
Robert K. Tebay, Commissioner



\_\_\_\_\_  
James E. Colombo, Commissioner

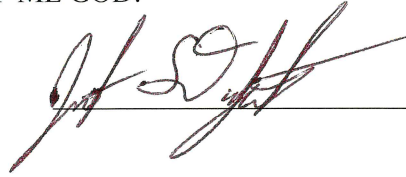
CW/162

Wood County  
Joe Gonzales, Clerk  
Instrument 08319700  
10/12/2023 @ 07:20:11 PM  
COUNTY COMMISSION ORDER  
Book 77 @ Page 764  
Pages Recorded 1

STATE OF WEST VIRGINIA  
COUNTY OF WOOD

} TO -WIT:

I, Justin T. Darlington, 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 office of Humane Officer in and for Parkersburg Humane Society, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.



Subscribed and sworn to, before the \_\_\_\_\_ County Commission \_\_\_\_\_ of Wood County, West Virginia, this 12<sup>th</sup> day of October, 2023.

  
\_\_\_\_\_  
County Commission of Wood County

Wood County  
Joe Gonzales, Clerk  
Instrument 89319201  
10/12/2023 @ 08:47:36 AM  
COUNTY COMMISSION CENTER  
Book 77 @ Page 760  
Pages Recorded 1

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5209	CHILD	CHILD SUPPORT ENF DIV	REGULAR	10/13/2023	737.08	
5210	EMPOWER	EMPOWER RETIREMENT	REGULAR	10/13/2023	100.00	
5211	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	10/13/2023	95,497.00	
5212	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	10/13/2023	1,969.00	
176622	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	10/13/2023	331.92	
<b>PAYROLL FUND Bank Id 101 Totals</b>					98,635.00	
<b>Report Totals</b>					98,635.00	



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5208	DENTAL	RENAISSANCE	REGULAR	10/10/2023	2,862.55	

GENERAL FUND Bank Id 101 Totals

2,862.55

Report Totals

2,862.55

Two handwritten signatures in black ink. The first signature is a large, stylized loop. The second signature is a more complex, cursive script.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1317	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	10/10/2023	1,928.00	
DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals					<u>1,928.00</u>	
Report Totals					<u>1,928.00</u>	

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature is cursive and appears to be a name, possibly "W. H. H.", though it is difficult to decipher due to its fluidity.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5207	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	10/06/2023	7,406.69	
176602	AAP	ADVANCE AUTO PARTS	REGULAR	10/06/2023	222.78	
176603	COMPILED	COMPILED TECHNOLOGIES	REGULAR	10/06/2023	31,567.36	
176604	DOMINIONH	DOMINION HOPE	REGULAR	10/06/2023	392.15	
176605	FRONTIER	FRONTIER	REGULAR	10/06/2023	1,786.15	
176606	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	10/06/2023	15.00	
176607	HARDMAN'S	HARDMAN'S	REGULAR	10/06/2023	65.96	
176608	KESTERSON	KESTERSON CLEANERS	REGULAR	10/06/2023	397.14	
176609	MARSHALLB	BRENDA MARSHALL	REGULAR	10/06/2023	102.00	
176610	MINERAL	MINERAL WELLS PUBLIC SERVICE DISTRICT	REGULAR	10/06/2023	241.11	
176611	NORTH STAR	NORTH STAR CHILD ADVOCACY CENTER	REGULAR	10/06/2023	600.00	
176612	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	10/06/2023	193.68	
176613	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	10/06/2023	187,074.48	
176614	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	10/06/2023	140,153.28	
176615	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	10/06/2023	922.13	
176616	S W RESOU	S W RESOURCES	REGULAR	10/06/2023	1,755.21	
176617	SAFELITE	SAFELITE FULFILLMENT INC	REGULAR	10/06/2023	85.00	
176618	TAYLOR'S D	TAYLOR'S DISPOSAL INC	REGULAR	10/06/2023	217.79	
176619	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	10/06/2023	93.60	
176620	VCA	VCA DUDLEY AVENUE ANIMAL CLINIC	REGULAR	10/06/2023	810.17	
176621	WORKINGMA	WORKINGMAN'S STORE	REGULAR	10/06/2023	1,443.50	
<b>GENERAL FUND Bank Id 101 Totals</b>					375,545.18	
<b>Report Totals</b>					375,545.18	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
176602	AAP	ADVANCE AUTO PARTS	REGULAR	10/06/2023	222.78	
176603	COMPILED	COMPILED TECHNOLOGIES	REGULAR	10/06/2023	31,567.36	
176604	DOMINIONH	DOMINION HOPE	REGULAR	10/06/2023	392.15	
176605	FRONTIER	FRONTIER	REGULAR	10/06/2023	1,786.15	
176606	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	10/06/2023	15.00	
176607	HARDMAN'S	HARDMAN'S	REGULAR	10/06/2023	65.96	
176608	KESTERSON	KESTERSON CLEANERS	REGULAR	10/06/2023	397.14	
176609	MARSHALLB	BRENDA MARSHALL	REGULAR	10/06/2023	102.00	
176610	MINERAL	MINERAL WELLS PUBLIC SERVICE DISTRICT	REGULAR	10/06/2023	241.11	
176611	NORTH STAR	NORTH STAR CHILD ADVOCACY CENTER	REGULAR	10/06/2023	600.00	
176612	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	10/06/2023	193.68	
176613	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	10/06/2023	187,074.48	
176614	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	10/06/2023	140,153.28	
176615	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	10/06/2023	922.13	
176616	S W RESOU	S W RESOURCES	REGULAR	10/06/2023	1,755.21	
176617	SAFELITE	SAFELITE FULFILLMENT INC	REGULAR	10/06/2023	85.00	
176618	TAYLOR'S D	TAYLOR'S DISPOSAL INC	REGULAR	10/06/2023	217.79	
176619	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	10/06/2023	93.60	
176620	VCA	VCA DUDLEY AVENUE ANIMAL CLINIC	REGULAR	10/06/2023	810.17	
176621	WORKINGMA	WORKINGMAN'S STORE	REGULAR	10/06/2023	1,443.50	
<b>GENERAL FUND Bank Id 101 Totals</b>					368,138.49	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3229	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	10/06/2023	16,586.74	
3230	FIREEXTIN	FIRE EXTINGUISHER SPECL	REGULAR	10/06/2023	66.75	
3231	MONPOWER	MON POWER	REGULAR	10/06/2023	458.69	
3232	MYRON	MYRON CORP	REGULAR	10/06/2023	835.23	
<b>FIRE SERVICE FEE Bank Id 120 Totals</b>					<u>17,947.41</u>	
<b>Report Totals</b>					<u>388,161.69</u>	

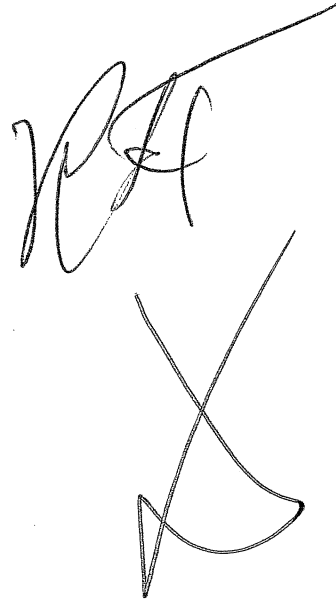


# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1627	FRONTIER	FRONTIER	REGULAR	10/06/2023	638.75	

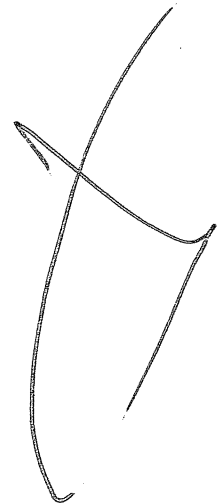
MAGISTRATE COURT Bank Id 105 Totals

638.75

Handwritten signature and initials, possibly 'RPH' and 'X', in black ink.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8784	AAP	ADVANCE AUTO PARTS	REGULAR	10/06/2023	63.53	
8785	AMERICANF	AMERICAN FLAGS & POLES	REGULAR	10/06/2023	178.00	
8786	FIREEXTIN	FIRE EXTINGUISHER SPECL	REGULAR	10/06/2023	232.86	
8787	FRONTIER	FRONTIER	REGULAR	10/06/2023	158.24	
8788	SEGRA	SEGRA	REGULAR	10/06/2023	804.41	
<b>E-911 FUND Bank Id 107 Totals</b>					<u>1,437.04</u>	



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5202	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	10/05/2023	22,040.00	
5203	EMSRS	EMERGENCY MEDICAL SERVICES	REGULAR	10/05/2023	1,513.66	
5204	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	10/05/2023	46,304.40	
5205	WV RETIRE	WV PUBLIC EMP RETIREMENT	REGULAR	10/05/2023	87,171.68	
<b>GENERAL FUND Bank Id 101 Totals</b>					157,029.74	
<b>Report Totals</b>					157,029.74	

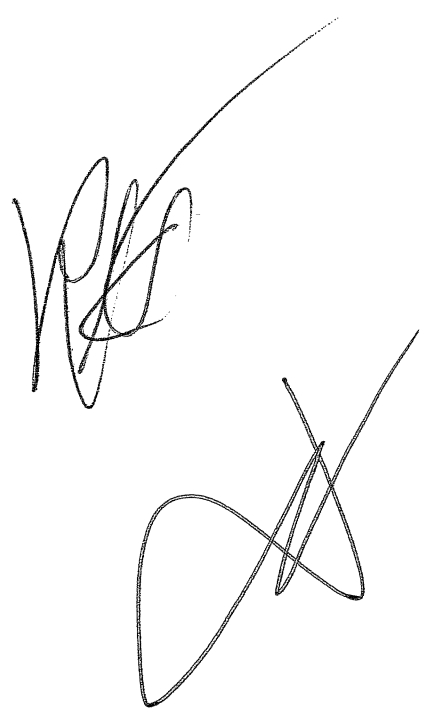





# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5202	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	10/05/2023	22,040.00	
5203	EMSRS	EMERGENCY MEDICAL SERVICES	REGULAR	10/05/2023	1,513.66	
5204	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	10/05/2023	46,304.40	
5205	WV RETIRE	WV PUBLIC EMP RETIREMENT	REGULAR	10/05/2023	87,171.68	
5206	MONPOWER	MON POWER	REGULAR	10/05/2023	23,254.93	
<b>GENERAL FUND Bank Id 101 Totals</b>					180,284.67	
<b>Report Totals</b>					180,284.67	



Two handwritten signatures in black ink are present on the right side of the page. The upper signature is more complex and dense, while the lower one is simpler and more fluid.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5202	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	10/05/2023	22,040.00	
GENERAL FUND Bank Id 101 Totals					<u>22,040.00</u>	
Report Totals					<u>22,040.00</u>	

