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 19, 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 County Commission held a hearing in regard to the Fred Morehead Estate. Ann Lott, Executrix for the Estate asked that a claim be disallowed. After brief discussion, the County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, Ordered the claim be disallowed. (Probate Order)

At 9:31 A.M., 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. The said Robert K. Tebay, James E. Colombo and David Blair Couch, Commissioners met with Angi Graham, County Administrator's Office, Connie McAtee, Wood County Assessor's Office 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 9:38 o'clock A.M. (Order A/2857)

At 9:47 A.M., the County Commission held a hearing in regard to the Charles M. Little estate. Sarah Little, Administratrix for the Estate asked that a claim be disallowed. After review, the County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, Ordered the claim be disallowed. (Probate Order)

The 10:00 A.M. hearing for the Geraldine Pahl was cancelled.

At 10:45 A.M., the County Commission held a hearing in regard to the Evelyn L. Farra estate. Jerry Cantwell, Administrator for the Estate asked that a claim be disallowed. After review, the County Commission, upon a motion mad by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, Ordered the claim be disallowed. (Probate Order)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:45 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES A/2854, A2857, Probate Orders

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Robert K. Tebay, Commissioner

James Colombo, Commissioner

Wood County Commission Meeting Held October 19, 2023

<u>Please</u> Print

1. ANN Lotr
2. Roger Conter
3. Sarah Little
4. JORY CONTWOLL
5. SENNIFOR MCMAHAN
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	Wood County Commission				
UTTY WEST	Agenda				
A LOOD CO	October 19, 2023 No. 1 Court Square, Suite 203 Parkersburg, WV 26101				
	1798 Tarkersburg, WV 20101				
	1				
9:30 A.M.	Fred Morehead Estate – Consider request to have claims disallowed	Ann Lott, Executrix			
9:45 A.M.	Estate of Charles M. Little Estate – Consider request to have claim disallowed	Sarah Little, Administratrix			
10:00 A.M. CANCELLED	Estate of Geraldine Pahl – Consider request to open Estate and remove the Administrator, Cheryl Vincent	Scott Heckert and Bill Merriman, Attorney			
10:45 A.M.	Estate of Evelyn L. Farra – Consider request to disallow a claim	Petitioner Jerry Cantwell			
	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, 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

Page 2

OCTOBER 19, 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 (VOCA) GRANT NUMBER 23-VA-080. SAID REQUEST IS IN THE AMOUNT OF \$8,427.16.

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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 23-VA-080. The Request for Reimbursement is in the amount of eight thousand four hundred twenty-seven dollars and sixteen cents (\$8,427.16) for the month of September, 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

Wood Sounty Joe Gonzales, Clerk Instrument 83319857 10/19/2023 (11:20:00 DOWNY COMMISSION CROS Book 77 (Page 785 Pages Recorded 1

A/2854

OCTOBER 19, 2023

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 19th day of October, 2023, at 9:31 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 Angi Graham, County Administrator's Office, Connie McAtee, Wood County Assessor's Office 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 9:38 o'clock A.M.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Robert K. Tebay, Commissioner

10

James E. Colombo, Commissioner

A/2857

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA IN RE: ESTATE OF EVELYN LOUISE FARRA, DECEASED <u>ORDER</u>

This day came JERRY CANTWELL, ADMINISTRATOR for the Estate of JERRY ALAN CANTWELL, deceased, before the County Commission, in a hearing asking that a claim be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

APPROVED: David Blair Couch, President Robert K Tebay, Commissioner Japres E. Colombo, Commissioner



IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA IN RE: ESTATE OF CHARLES MATTHEW LITTLE, DECEASED ORDER

This day came SARAH LITTLE, ADMINISTRATRIX for the Estate of CHARLES MATTEW LITTLE, deceased, before the County Commission, in a hearing asking that a claim be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

APPROVED:

David Blair Couch, President

Febay, Commissioner

James F. Colombo, Commissioner

Robert K.

October 19, 2023

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA IN RE: ESTATE OF FRED E MOREHEAD, DECEASED ORDER

This day came ANN E LOTT, EXECUTRIX for the Estate of FRED E MOREHEAD, deceased, before the County Commission, in a hearing asking that claims be disallowed in said Estate. The County Commission, after reviewing said Estate, ruled the claim be disallowed in said Estate. The County Commission ordered that if additional funds come into the Estate will need to be reopened.

APPROVED:

David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner





WOOD COUNTY PROSECUTING ATTORNEY

PAT LEFEBURE Wood County Prosecuting Attorney JUDGE DONALD F. BLACK COURTHOUSE ANNEX 317 MARKET STREET PARKERSBURG, WV 26101

PHONE (304) 424-1776 FAX (304) 424-1785

October 16, 2023

Wood County Commissioners Wood County Courthouse Parkersburg, WV 26101

Dear Commissioners:

Please be advised that Garrett Villers's last day of employment with my office will be, October 31, 2023. Please pay him for 66.5 hours of vacation.

Thank you for your assistance in this matter.

Sincerely,

Pat Lefebure Wood County Prosecuting Attorney





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



October 19, 2023

Wood County Commission #1 Court Square Parkersburg, WV 26101

Dear Commissioners:

This letter is to advise you Valerie Doolittle has resigned as a Full-Time Telecommunicator effective October 27, 2023. She is to receive full pay for the October 31. 2023 pay period. She is also due the following pay:

80 hours Vacation Time paid at Straight Time rate.8 hours Compensatory Time paid at Straight Time Rate.

Thank you for your attention to this matter.

Respectfully,

W.M. Shook Director, Wood County E911/HSEM

Wood County Joe Gonzales, Clerk Instrument 88319702 10/19/2023 © 03:28:03 COUNTY COMMISSION ORDE Book 77 © Page 778 Pages Recorded 1



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



October 19, 2023

Wood County Commission #1 Court Square Parkersburg, WV 26101

Dear Commissioners:

This letter is to advise you Clayton Clatterbuck has resigned as a Full – Time Telecommunicator effective October 30, 2023. He will continue to be employed as a Part – Time Telecommunicator. He will receive full pay for the October 31, 2023 pay period. He is also due the following pay:

• 8 hours Vacation time paid at his Straight time rate.

Thank you for your attention to this matter.

Respectfully,

W.M. Shook Director, Wood County E911/HSEM

Wood County Joe Gonzales, Clerk Instrument 88319703 10/19/2023 @ 03:43:11 PI 10/19/2023 @ 03:43:11 PI 10/19/2023 @ 03:43:11 PI 10/19/2023 @ 03:43:11 PI 200K 77 @ Page 779 Pages Recorded 1

Check No Vendor Id 795 HUMANE SO

Vendor Name HUMANE SOCIETY

Туре REGULAR

10/17/2023

Check Date Check Amount 3,333.33

Rec

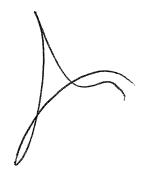
DOG FUND Bank Id 103 Totals

3,333.33

Check No 8794	Vendor Id FERRELLGAS	Vendor Name FERRELLGAS	Type REGULAR	Check Date 10/17/2023	Check Amount Rec 36.00
8795	FRONTIER	FRONTIER	REGULAR	10/17/2023	6,186.55
8796	STEERSHEA	STEERS HEATING/COOLING	REGULAR	10/17/2023	1,027.50
8797	VERIZONW	VERIZON WIRELESS	REGULAR	10/17/2023	40.01
				-	7.000.00

E-911 FUND Bank Id 107 Totals

7,290.06



Check No 5215	Vendor Id DENTAL	Vendor Name RENAISSANCE	Type REGULAR	Check Date 10/17/2023	Check Amount Rec
176658	DMS	DMS PROPERTIES, LLC	REGULAR	10/17/2023	4,800.00
176659	FORE TIMB	FORE TIMBER COMPANY INC	REGULAR	10/17/2023	380.82
176660	GALLS	GALLS	REGULAR	10/17/2023	584.70
176661	HINKLEB	BRENDA HINKLE	REGULAR	10/17/2023	282.80
176662	HUMANE SO	HUMANE SOCIETY	REGULAR	10/17/2023	19,250.00
176663	LAMP	LAMP PESTPROOF	REGULAR	10/17/2023	140.00
176664	LEXIS	LEXIS NEXIS	REGULAR	10/17/2023	591.71
176665	ODEPOT	ODP BUSINESS SOLUTIONS,	REGULAR	10/17/2023	3,119.20
176666	SAFEWARE	LLC SAFEWARE INC	REGULAR	10/17/2023	12,424.80
176667	ST.CLAIR	MICHAEL ST. CLAIR	REGULAR	10/17/2023	360.00
176668	WESTBROOK	WESTBROOK HEALTH SERVICE	REGULAR	10/17/2023	21,250.00
				- · · ·	

GENERAL FUND Bank Id 101 Totals

65,050.84

Check No 3240 3241	Vendor Id ATLANTIC ES DOMINIONH	Vendor Name ATLANTIC EMERGENCY SOLUTIONS DOMINION HOPE	Type REGULAR REGULAR	Check Date 10/17/2023 10/17/2023	<u>Check Amount</u> 79.41 159.00	Rec
3242	FIREEXTIN	FIRE EXTINGUISHER SPECL	REGULAR	10/17/2023	105,00	
3243	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	10/17/2023	184.58	
3244	MONPOWER	MON POWER	REGULAR	10/17/2023	29.57	

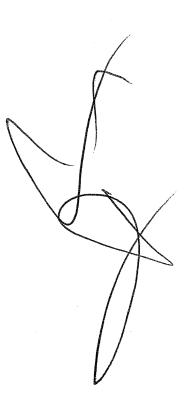
FIRE SERVICE FEE Bank Id 120 Totals

557.56

Check No 6887	Vendor Id APPROVED	Vendor Name APPROVED ATTORNEYS TITLE	Type REGULAR	Check Date 10/17/2023	Check Amount 33.00	Rec
6888	BESTITLE	CO BESTITLE	REGULAR	10/17/2023	20:00	
6889	BOWLES	BOWLES RICE LLP	REGULAR	10/17/2023	1.00	
6890	CITIZENSB	CITIZENS BANK	REGULAR	10/17/2023	1.00	
6891	GOLDEN &	GOLDEN & AMOS	REGULAR	10/17/2023	21.00	
6892	PALMER&TITUS	PALMER & ASSOCIATES	REGULAR	10/17/2023	55.00	
6893	TEBAY III	ROBERT K TEBAY III	REGULAR	10/17/2023	77.00	
		05R Totals	208.00			

Report Totals

141,692.85	-



Check No	Vendor Id	Vendor Name	Туре	Check Date	Check Amount	Rec
8592	DIV CRIMI	DIVISION OF ADMINISTRATIVE SERVICES	REGULAR	10/17/2023	52.00	
8593	JACKSON COUNI	JACKSON COUNTY PROPERTIES. LLC	REGULAR	10/17/2023	1,030.00	
8594	LANCE	PHYLISS LANCE	REGULAR	10/17/2023	550.00	
8595	MID-OHIOV	MID-OHIO VALLEY TRAN AUTHORITY	REGULAR	10/17/2023	500.00	
8596	PHARCHEM	PHARMCHEM INC	REGULAR	10/17/2023	351.45	
8597	WCC	WOOD COUNTY COMMISSION	REGULAR	10/17/2023	1,725.00	
		172 Totals	4,208.45			

1

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Check No Vendor Id 706 TRITECH SOFT Vendor Name

Type TRITECH SOFTWARE SYSTEMS REGULAR

10/17/2023

Check Amount Check Date 61,044.61

Rec

CAPITAL RESERVE Bank Id 247 Totals

61,044.61



Check No 176643	Vendor Id P-HOMECOM	Vendor Name PARKERSBURG HOMECOMING	Type REGULAR	Check Date 10/13/2023	Check Amount Rec 480.66
176644	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	10/13/2023	24,033.08
176645	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	10/13/2023	96.13
176646	SMITH JODI	JODI SMITH	REGULAR	10/13/2023	350.57
176647	SMOOT	SMOOT THEATER	REGULAR	10/13/2023	557.57
176648	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	10/13/2023	643.22
176649	VERIZONW	VERIZON WIRELESS	REGULAR	10/13/2023	935.80
176650	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	10/13/2023	211.49
176651	VIENNA PU	VIENNA PUBLIC LIBRARY	REGULAR	10/13/2023	19,522.75
176652	WALTERCURTIS	WALTER CURTIS COMPANY LLC	REGULAR	10/13/2023	138.00
176653	WATERBOY	WATERBOY LLC	REGULAR	10/13/2023	37.50
176654	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	10/13/2023	96.13
176655	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	10/13/2023	8,651.91
176656	WORKINGMA	WORKINGMAN'S STORE	REGULAR	10/13/2023	608.00
176657	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	10/13/2023	720.99

GENERAL FUND Bank Id 101 Totals

190,528.65

Check No	Vendor Id	Vendor Name	Туре	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
5214	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	10/13/2023	7;811.14
176622	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	10/13/2023	331.92
176624	AAP	ADVANCE AUTO PARTS	REGULAR	10/13/2023	4,560.71
176625	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	10/13/2023	192.26
176626	ARTSBRIDG	ARTSBRIDGE	REGULAR	10/13/2023	384.53
176627	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	10/13/2023	144.20
176628	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	10/13/2023	96.13
176629	BREWER	BREWER & CO. OF WV, INC.	REGULAR	10/13/2023	320.00
176630	DONNELLON	DONNELLON MCCARTHY ENTERP	REGULAR	10/13/2023	256.87
176631	FORSNATH	FORSHEY NATHAN C	REGULAR	10/13/2023	18.95
176632	FRONTIER	FRONTIER	REGULAR	10/13/2023	226.12
176633	GALLS	GALLS	REGULAR	10/13/2023	1,246.41
176634	GLOBAL S	GLOBAL SCIENCE & TECH INC	REGULAR	10/13/2023	1,980.00
176635	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	10/13/2023	192.26
176636	LIFETIME	LIFETIME BENEFIT SOLUTIONS	REGULAR	10/13/2023	30.00
176637	MATHENYMOTO	CORPORATE BILLING LLC	REGULAR	10/13/2023	795.00
176638	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	10/13/2023	6,785.00 V V
176639	NOLANS	NOLAN'S SERVICES LLC	REGULAR	10/13/2023	8,793.47
176640	NORTH STAR	NORTH STAR CHILD ADVOCACY CENTER	REGULAR	10/13/2023	400.00
176641	OIL	OIL AND GAS MUSEUM	REGULAR	10/13/2023	288.40
176642	P-ART	PARKERSBURG ART CENTER	REGULAR	10/13/2023	288.40

Check No 8587	Vendor Id CITY OF RIPLEY	Vendor Name CITY OF RIPLEY	Type REGULAR	Check Date 10/13/2023	Check Amount Re 85:87	ec
8588	DOMINIONH	DOMINION HOPE	REGULAR	10/13/2023	203:73	
8589	MONPOWER	MON POWER	REGULAR	10/13/2023	1,138.53	
8590	SPENCER W	CITY OF SPENCER WATERWORKS	REGULAR	10/13/2023	31.44	
8591	WOOD CO W	WOOD COUNTY WASTE	REGULAR	10/13/2023	170.17	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					1,629.74	

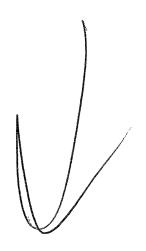
Check No 1045	Vendor Id LEAS	Vendor Name ALAN LEAONARD OR LEAS	Type REGULAR	Check Date 10/13/2023	Check Amount 1,568.00	Rec
1046	UCCI	UNITED CONSTRUCTION CO., INC.	REGULAR	10/13/2023	675,476.55	
1047	ZMM	INC. ZMM INC	REGULAR	10/13/2023	6,021:45	
AMERICAN RESCUE PLAN Bank Id 207 Totals				207 Totals	683,066.00	
Report Totals			port Totals	928,789.50		

pp1.

Check No	Vendor Id	Vendor Name	Туре	Check Date	Check Amount	Rec
3233	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	10/13/2023	23,115.76	
3234	BAILEY GENERA	BAILEY GENERAL CONTRACTING	REGULAR	10/13/2023	3,759.00	
3235	DOMINIONH	DOMINION HOPE	REGULAR	10/13/2023	30.68	
3236	FIRSTNEI	FIRST NEIGHBORHOOD BANK	REGULAR	10/13/2023	13,154.57	
3237	MONPOWER	MON POWER	REGULAR	10/13/2023	31.53	
3238	SIR SPEED	SIR SPEEDY PRINTING	REGULAR	10/13/2023	7,510.82	
3239	WASTE M	WASTE MANAGEMENT OF WV INC	REGULAR	10/13/2023	45.63	
		120 Totals	47,647.99			



Check No		Vendor Name	Туре	Check Date	Check Amount 195.00	Rec
8790	AFFORDABLEL	AFFORDABLE LAWN WORX	X REGULAR	10/13/2023	195,00	
8791	CINTAS	CINTAS CORPORATION	REGULAR	10/13/2023	68.56	
8792	LAMP	LAMP PESTPROOF	REGULAR	10/13/2023	90.00	
0.500				10/12/2022	2/20.0/2	
8793	WV EMC	WV EMERGENCY MANAGEMENT COUNCIL	REGULAR	10/13/2023	368.96	
			722.52			



Check No Vendor Id 3675 BIINCORP

Vendor Name **BI INCORPORATED**

Туре REGULAR

10/13/2023

Check Date Check Amount 5,194.60

Rec

HOME CONFINEMENT Bank Id 108 Totals

5,194.60

