#### 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, FEBRUARY 15, 2024

#### 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 James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, approved an Erroneous Assessment application in regard to real property. A copy is attached to these minutes and shall be made a part thereof.

#### AGENDA AND DISCUSSION ITEMS

At 9:33 A.M., the County Commission approved the hiring of Abigail Burton as a Home Confinement Officer and Carter Agnew as a Court Office for the Sheriff's Department.

At 10:00 A.M., the County Commission sat as the Board of Review and Equalization.

At 10:01 A.M., the County Commission held a hearing in regard to the Estate of Geraldine Pahl. Scot Heckert, Petitioner, by counsel, William O. Merriman and asked the Commission to reopen the Estate and remove Cheryl Vincent as Executrix of the Estate. After review, the County Commission removed Cheryl Vincent as Executrix and appointed Scot Heckert as Administrator CTA DBN. (Probate Order) At 10:15 A.M., the County Commission held a hearing in regard to the Estate of John W. Newton. Jean S. Newton, by Counsel, John Ellem, asked that claims be disallowed in the Estate. 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 claims be disallowed. (Probate Order)

At 10:30 A.M., the County Commission held a hearing in regard to the Estate of Theresa Means. Elizabeth McGee and Rebecca Uhl, Co-Executors, by Counsel, Tyler Koreski, 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)

Having no further scheduled appointments or business to attend to, the County Commission adjourned regular session at 10:33 A.M. and as the Board of Review and Equalization at Noon.

#### ORDERS APPROVED AND ATTACHED TO THESE MINUTES

Probate Orders

APPROVED:	
THE COUNTY COMMISSION OF WOOD COUNTY	
Sal al	
David Blair Couch, President	
Ratta	
Robert K Tebay, Commissioner	
Ann Filder	
James Colombo, Commissioner	
	Page <b>2</b> of <b>2</b>

### Wood County Commission Meeting Held February 15, 2024

### **Please Print**

1. two as for Scot Heckert Prihan ŀ 2. 3. Amos - Estate of Therein Meany 4. soldn 0 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20.

DO D	Wood County Commiss Agenda February 15, 2024 1 Court Square Suite 2 Parkersburg, WV 261	.03
9:30 A.M.	Consider Request to Hire Abigail L. Burton as a Home Confinement Officer for the Sheriff's Department-	
10:00 A M	\$34,382.40/yr Consider Request to Hire Carter Agnew as a Court Office for the Sheriff's Department - \$32,760.00/yr	
10:00 A.M. 10:01 A.M.	Board of Review and Equalization Estate of Geraldine Pahl – Consider request to open estate and remove the Administrator, Cheryl Vincent	Scot Heckert and Attorney Bill Merriman
10:15 A.M.	Estate of John W. Newton, Jr. – Consider request to disallow claims	Attorney John Ellem
10:30 A.M.	Estate of Theresa Means – Consider request to disallow claims	Attorney Tyler Koreski and Co-Executors Elizabeth McGee and Rebecca Uhl
	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

#### February 15, 2024

#### IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA IN RE: ESTATE OF THERESA ELIZABETH MEANS, DECEASED <u>ORDER</u>

This day came ELIZABETH MCGEE and REBECCA UHL, CO-EXECUTORS, for the Estate of THERESA ELIZABETH MEANS, deceased, before the County Commission, in a hearing asking that a claim be disallowed in said Estate. The County Commission, after reviewing said Estate, 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 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

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#### IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA IN RE: ESTATE OF GERALDINE PAHL, DECEASED <u>ORDER</u>

This day came SCOT HECKERT, PETITIONER, by council, WILLIAM O MERRIMAN to consider the request to reopen the Estate of GERALDINE PAHL, deceased, and remove CHERYL VINCENT, EXECUTRIX. By Order of the Wood County Commission, CHERYL VINCENT, EXECUTRIX, is hereby removed and SCOT HECKERT, is to be appointed as ADMINISTRATOR CTA DBN.

APPROVED:

David Blair Couch, President

Robert K. Tebay, Commissioner

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James E. Colomb

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#### IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA IN RE: ESTATE OF JOHN W NEWTON, DECEASED **ORDER**

This day came JEAN S NEWTON, by Counsel, John N. Ellem, for the Estate of JOHN W NEWTON, deceased, before the County Commission, in a hearing asking that claims be disallowed in said Estate. The County Commission, after reviewing said Estate, upon a Motion made by James E. Colombo, seconded by Robert K. Tebay, and made unanimous by David Blair Couch, ordered the claims 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

Tebay Robert K. Commissioner

James E. Colomb Commissioner

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#### WOOD COUNTY COMMISSION

#### **ERRONEOUS ASSESSMENT APPLICATION**

Tax Type: <b>Real</b>		
Tax Ticket: 27363		
Tax Year: 2023		

Upon the application of SUMMIT ROAD LLC whose address is 432 60TH ST VIENNA, WV 26105-8091 aggrieved by an erroneous assessment in 05 PARKERSBURG 62 000A 0000 0000, in the County of Wood, for the 2023 tax year.

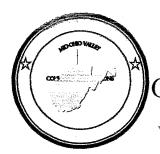
The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2023** tax year.

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.

Previously exempt property and no new sale amount reported .

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	Tax Value Table	
	Assessed Reduction New 1390620 1215720 174900	TaxFull Year Reduction41088.9435921.125167.82	
Buddeelar Taxpayer Rod Madd	Prosec	utor	Assessor
Commissioner	County Commis	sion President	Commissioner
At a regular session of the County Com did approve this exoneration on	nission of Wood County, West Virg	ginia, held at the Courthouse o	f said County, The County Commission
February 8, 2024 - CM	*		
			Joe Go Instru 202/15/ Book 7 Pages
		RECEIVED	RECEIVER
		FEB 1 4 2024 💞	FEB 1 2 2024
	C	ounty Commission	County Commission



## MID-OHIO VALLEY OMMUNITY CORRECTIONS

Wood County Office: 1531 Garfield Ave, Parkersburg, WV 26101

(304)422-8570 \* fax: (304)422-8579

February 12, 2024

Wood County Finance Dept

Re: Alyssa Parker

To Whom it May Concern,

Alyssa Parker resigned her position as a full-time Site Coordinator at the Ritchie County location of the Wood County Day Report Center. Her last working day was February 9, 2024.

Ms. Parker was not eligible for vacation time as she had not yet met her one-year anniversary of employment. (March 20. 2024). She currently has twelve (12) hours of sick time remaining.

For the February 1 to February 15 pay period, Ms. Parker worked fifty-six (56) hours.

Thank you for your assistance in this matter. If you need any further information from me, please contact me at your convenience.

Sincerely,

Imy Church

Amy Church, ADC Personnel Director, Wood County DRC

RECEIVED FEB 1.3 2024



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



February 12, 2024

Wood County Commission #1 Court Square Parkersburg, WV 26101

Dear Commissioners:

Please make the following addition to payroll for the March 15 pay period:

Nathaniel W. Simonton will be a Full – Time Telecommunicator as of March 1, 2024. His 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

lood County foe Gonzales, Clerk Instrument 88326823 12/12/2024 @ 12:09:52 PM 201/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024 @ 12:09 20/12/2024

911 Core Rd Parkersburg, WV 26104 • Office: (304) 420-0911 Fax: (304) 422-6270



(304) 424-1834

(304) 424-1832 fax



SHERIFF'S OFFICE

401 Second Street Suite# 11 Parkersburg, W.Va. 26101

R.L. Woodyard, Sheriff

G.M. Deem, Chief Deputy

February 12, 2024

Wood County Commission

Christopher Sumpter has resigned his position as a Court Officer for the Wood County Sheriff's Office effective February 16,2024. He has 12.25 hours of sick time remaining. He also has 6 hours of Vacation.

Sincerely, R L Woodyard, Sheriff

RECEIVED FEB 1 3 2004 W

Cart

Check NoVendor Id1321WV DEPUTY

Vendor Name WV DEPUTY SHERIFF'S RETIREMENT **Type** REGULAR

**Report Totals** 

 Check Date
 Check Amount

 02/08/2024
 1,710.50

Rec

**DEPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals** 

1,710.50
26,861.97

RAD

Check NoVendor Id1321WV DEPUTY

Vendor Name WV DEPUTY SHERIFF'S RETIREMENT TypeCheck DaREGULAR02/08/2024

**Report Totals** 

 Check Date
 Check Amount

 02/08/2024
 1,710,50

Rec

**)EPUTY SHERIFF'S RETIREMENT Bank Id 369 Totals** 

26,861.97

1,710.50



Check No Vendor Id 8701 U S BANK Vendor Name U.S. BANK **Type** REGULAR 
 Check Date
 Ch

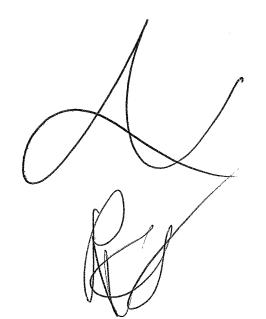
 02/08/2024
 1

e Check Amount 1,206.94

1,206.94

Rec

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals



Check No Vendor Id 8656 U S BANK Vendor Name U.S. BANK

me

TypeCheck DateREGULAR02/08/2024

 Check Date
 Check Amount

 02/08/2024
 258.04

258.04

Rec

ASSESSOR'S VALUATION Bank Id 156 Totals

A

Check No Vendor Id 8701 U S BANK Vendor Name U.S. BANK

R

TypeCheck DaREGULAR02/08/2024

 Check Date
 Check Amount

 02/08/2024
 1,206,94

1,206.94

Rec

**COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals** 

Check No Vendor Id 8656 U S BANK Vendor Name U.S. BANK TypeCREGULAR02

 Check Date
 Check Amount

 02/08/2024
 258.04

Rec

258.04

**ASSESSOR'S VALUATION Bank Id 156 Totals** 

i

Check No Vendor Id Vendor Name Туре **Check Date Check Amount** Rec 3684 USBANK U.S. BANK 02/08/2024 8,245.28 REGULAR 8,245.28 **HOME CONFINEMENT Bank Id 108 Totals** 

Check No Vendor Id 3684 U S BANK Vendor Name U.S. BANK **Type** REGULAR

Check Date 02/08/2024

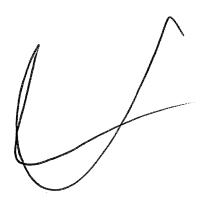
Check Amount 8,245.28

8,245.28

Rec

HOME CONFINEMENT Bank Id 108 Totals

RA



Check NoVendor Id8887U S BANK

Vendor Name U.S. BANK **Type** REGULAR 
 Check Date
 Check Amount

 02/08/2024
 1,960.61

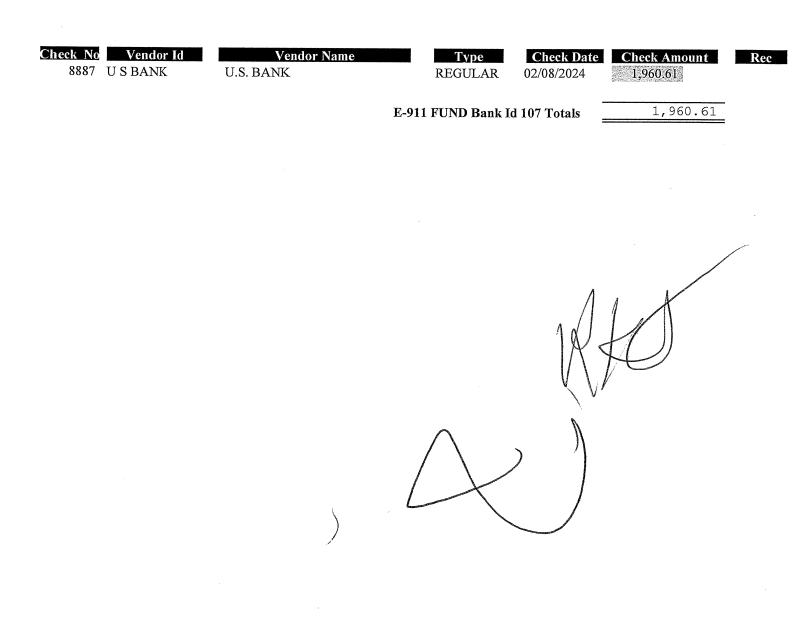
1,960.61

2

Rec

E-911 FUND Bank Id 107 Totals

AKO, AKO,



Check NoVendor Id177153U S BANK

Vendor Name U.S. BANK **Type** REGULAR 
 Check Date
 Check Amount

 02/08/2024
 13:480.60

Rec

**GENERAL FUND Bank Id 101 Totals** 

13,480.60

Check NoVendor Id177153U S BANK

Vendor Name U.S. BANK

r Name

TypeREGULAR0

 Check Date
 Check Amount

 02/08/2024
 13,480.60

t Rec

**GENERAL FUND Bank Id 101 Totals** 

13,480.60

Check No 5321	Vendor Id CHILD	Vendor Name CHILD SUPPORT ENF DIV	<b>Type</b> REGULAR	Check Date 02/15/2024	Check Amount 737.08	Rec
5322	EMPOWER	EMPOWER RETIREMENT	REGULAR	02/15/2024	75.00	
5323	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	02/15/2024	93,000.05	
5324	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	02/15/2024	1,794.00	
177154	OHIOCHILD	OHIO CHILD SUPPORT PAYMENT CENTRAL	REGULAR	02/15/2024	71.40	
PAYROLL FUND Bank Id 101 Totals				101 Totals	95,677.53	
Report Totals					95,677.53	

<b>Check No</b> 1060	Vendor Id NEWEGG	Vendor Name NEWEGG BUSINESS	<b>Type</b> REGULAR	<b>Check Date</b> 02/13/2024	<b>Check Amount</b> 1,583.20	Rec
1061	UCCI	UNITED CONSTRUCTION CO., INC.	REGULAR	02/13/2024	892,468.80	
1062	ZMM	ZMM INC	REGULAR	02/13/2024	6,021.45	
AMERICAN RESCUE PLAN Bank Id 207 Totals					900,073.45	
			Re	port Totals	1,010,333.95	

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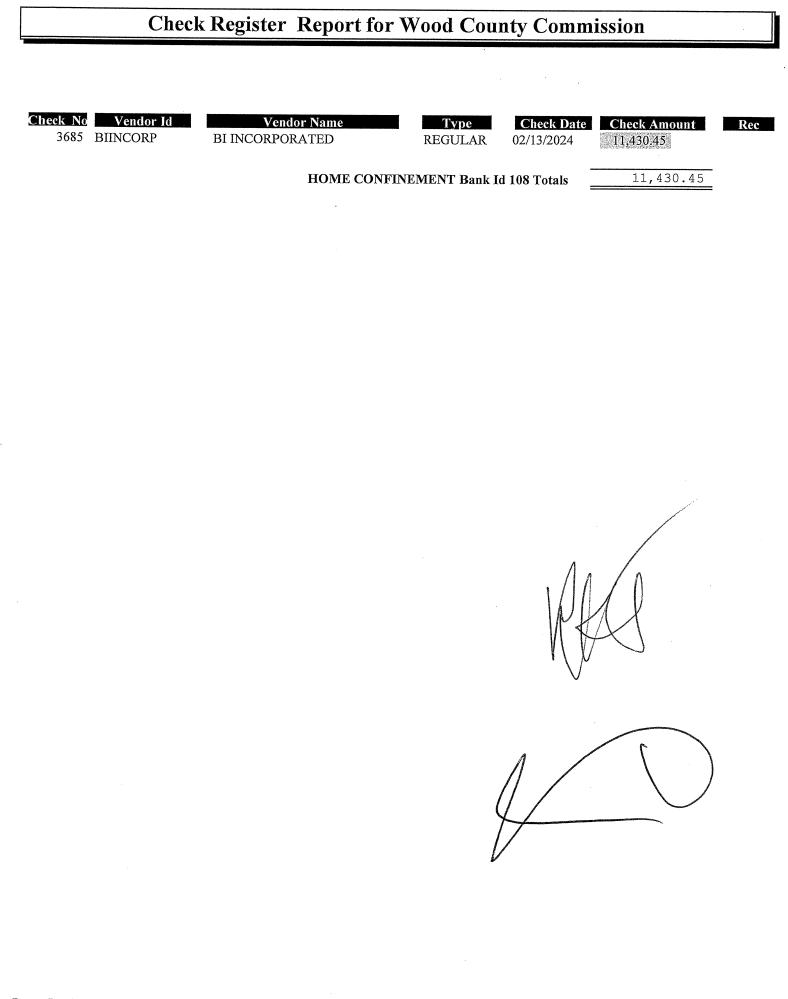
<b>Check No</b> 1075	<b>Vendor Id</b> RADIOTWOWAY	Vendor Name RADIOTWOWAY	<b>Type</b> REGULAR	<b>Check Date</b> 02/13/2024	Check Amount 705.20	Rec
1076	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	02/13/2024	4,978.97	
<b>TE SPECIAL LAW ENFORCEMENT Bank Id 173 Totals</b>					5,684.17	

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<b>Check No</b> 3406	Vendor Id ATLANTIC ES	Vendor Name ATLANTIC EMERGENCY	<b>Type</b> REGULAR	<b>Check Date</b> 02/13/2024	Check Amount 605.98	Rec
3407	DOMINIONH	SOLUTIONS HOPE GAS INC.	REGULAR	02/13/2024	402.86	
3408	HARCOURT	HARCOURT OUTLINES INC	REGULAR	02/13/2024	280.20	
3409	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	02/13/2024	179.91	
3410	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	02/13/2024	214.00	
3411	MILLER DO	MILLER DOOR INC	REGULAR	02/13/2024	2,133.10	
3412	MONPOWER	MON POWER	REGULAR	02/13/2024	383.15	
3413	PHOENIX ASSOC	PHOENIX ASSOCIATES, INC.	REGULAR	02/13/2024	2,515.00	
3414	SIR SPEED	SIR SPEEDY PRINTING	REGULAR	02/13/2024	27,124.23	
3415	UNION WIL	UNION WILLIAMS PSD	REGULAR	02/13/2024	228.38	
3416	USPS	UNITED STATES POSTAL SERVICE	REGULAR	02/13/2024	364.00	
3417	WILLIAMSTOWN	WILLIAMSTOWN BANK	REGULAR	02/13/2024	19.26	
3418	WM	WASTE MANAGEMENT OF WV INC	REGULAR	02/13/2024	97.59	/
		FIDE SERVIC	'F FFF Bank Id	120 Totals	34,547.66	

FIRE SERVICE FEE Bank Id 120 Totals

34,547.66



<b>Check No</b> 8888	Vendor Id FRONTIER	Vendor Name FRONTIER	<b>Type</b> REGULAR	<b>Check Date</b> 02/13/2024	Check Amount 158.24	Rec
8889	JANI-SOUR	JANI-SOURCE	REGULAR	02/13/2024	126.72	
8890	LAMP	LAMP PESTPROOF	REGULAR	02/13/2024	90:00	
8891	RELIANTPOWER	RELIANT POWER MANAGEMENT LLC	REGULAR	02/13/2024	1,419.43	
8892	SEGRA	SEGRA	REGULAR	02/13/2024	837.18	
8893	VERIZONW	VERIZON WIRELESS	REGULAR	02/13/2024	40.01	
E-911 FUND Bank Id 107 Totals					2,671.58	

Check No 5325	Vendor Id DENTAL	Vendor Name RENAISSANCE	<b>Type</b> REGULAR	<b>Check Date</b> 02/13/2024	Check Amount Rec 2,005.92
177155	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	02/13/2024	136.59
177156	ARTSBRIDG	ARTSBRIDGE	REGULAR	02/13/2024	273.18
177157	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	02/13/2024	102.44
177158	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	02/13/2024	68.29
177159	COP	CITY OF PARKERSBURG	REGULAR	02/13/2024	10,010.00
177160	CRUM G	GWEN CRUM	REGULAR	02/13/2024	132.31
177161	DOMINIONH	HOPE GAS INC.	REGULAR	02/13/2024	8,817.30
177162	FRONTIER	FRONTIER	REGULAR	02/13/2024	230.77
177163	GONZALES	LEWIS J GONZALES, II	REGULAR	02/13/2024	112:00
177164	GRAINGER	GRAINGER	REGULAR	02/13/2024	1,235.16
177165	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	02/13/2024	136.59
177166	KESTERSON	KESTERSON CLEANERS	REGULAR	02/13/2024	321,46
177167	LAMP	LAMP PESTPROOF	REGULAR	02/13/2024	140.00
177168	LIFETIME	LIFETIME BENEFIT SOLUTIONS	REGULAR	02/13/2024	30.00 NIH
177169	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	02/13/2024	130.00
177170	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	02/13/2024	293.17
177171	OIL	OIL AND GAS MUSEUM	REGULAR	02/13/2024	204.88
177172	P-ART	PARKERSBURG ART CENTER	REGULAR	02/13/2024	204.88
177173	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	02/13/2024	341.47
177174	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	02/13/2024	17,073.49
177175	PARKERSBURG F	PARKERSBURG PLUMBING SUPPLIES	REGULAR	02/13/2024	327.42
177176	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	02/13/2024	68.29
177177	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	02/13/2024	965.13
177178	SHIRT	SHIRT FACTORY	REGULAR	02/13/2024	434.90

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3	Check No 177179	Vendor Id SMOOT	Vendor Name SMOOT THEATER	Type REGULAR	<b>Check Date</b> 02/13/2024	Check Amount 396.10	Rec
	177180	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	02/13/2024	1,222.95	
	177181	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	02/13/2024	217.40	
	177182	UNITED BANK	UNITED BANKCARD CENTER	REGULAR	02/13/2024	1,386.64	
	177183	UNITED RE	UNITED REFRIGERATION INC.	REGULAR	02/13/2024	219.27	
	177184	VERIZONW	VERIZON WIRELESS	REGULAR	02/13/2024	1,385.64	
	177185	VETERAN	VETERANS MUSEUM OF MID OHIO VALLEY	REGULAR	02/13/2024	150.25	
	177186	WALLACE J	JENNIFER WALLACE	REGULAR	02/13/2024	84.17	
	177187	WOOD CO FIRE	WOOD CO FIRE BOARD	REGULAR	02/13/2024	341.63	-
	177188	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	02/13/2024	68.29	
	177189	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	02/13/2024	6,146.46	
	177190	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	02/13/2024	512.20	

**GENERAL FUND Bank Id 101 Totals** 

55,926.64