

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, MARCH 7, 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 David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, approved an Erroneous Assessment Application in regard to real property. A copy of said Application is attached to these minutes and shall be made a part thereof.

**AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., James Poling took his oath of office as a Deputy County Clerk for the Wood County Clerk's Office.

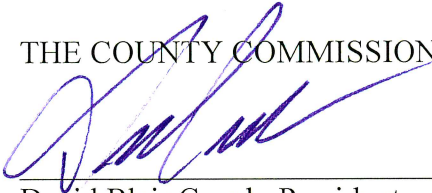
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:19 A.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

C/183

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



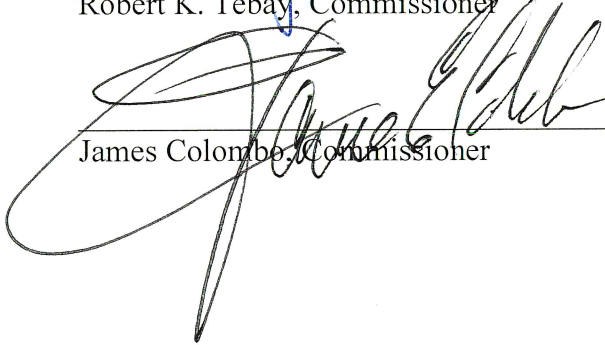
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David Blair Couch, President



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Robert K. Tebay, Commissioner



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James Colombe, Commissioner

Wood County Commission Meeting  
Held March 7, 2024

**Please Print**

1. James Poling
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Wood County Commission  
Agenda

March 7, 2024  
1 Court Square Suite 203  
Parkersburg, WV 26101

9:30 A.M.	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

MARCH 7, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK  
IN THE AMOUNT OF \$4,428.68 WHICH REPRESENTS  
REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME  
ASSISTANCE (VOCA) GRANT NUMBER 23-JAG-41.

**ORDER**

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, was in receipt of a check in the amount of four thousand four hundred twenty-eight dollars and sixty-eight cents (\$4,428.68) which represents reimbursement for the month of December, 2023 in regard to the Justice Assistance Grant Number 23-JAG-41. Receipt of said check is pursuant to an Order appearing in Order Book 78, at Page 208 and bearing the date of January 18, 2024.

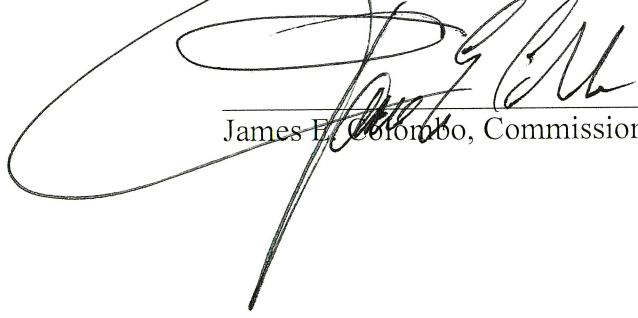
Documentation pertaining to the Victims of Crime Advocate Grant is on file in the Office of the County Administrator.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

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

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

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

CW/183

Wood County  
Joe Gonzales, Clerk  
Instrument 88328093  
03/07/2024 @ 09:44:03 AM  
COUNTY COMMISSION ORDER  
Book 78 @ Page 316  
Pages Recorded 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: Real
Tax Ticket: 2926
Tax Year: 2020

Upon the application of SMARR LOUISE M whose address is 66 BLAZE RUN RD WALKER, WV 26180-5716 aggrieved by an erroneous assessment in 01 CLAY 430 0001 0000 0000, in the County of Wood, for the 2020 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 2020 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.

Property was owned by Wood County Commission

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

Table with 3 columns: Assessed, Reduction, New. Values: 9040, 4520, 4520.

Table with 3 columns: Tax Full Year, Reduction, New. Values: 100.66, 100.66, .00.

Handwritten signature of Taxpayer

Taxpayer

Handwritten signature of Prosecutor

Prosecutor

Handwritten signature of Assessor

Assessor

Handwritten signature of Commissioner

Commissioner

Handwritten signature of County Commission President

County Commission President

Handwritten signature of Commissioner

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 March 7, 2024.

February 29, 2024 - CM

RECEIVED

FEB 29 2024

County Commission

RECEIVED

MAR 04 2024

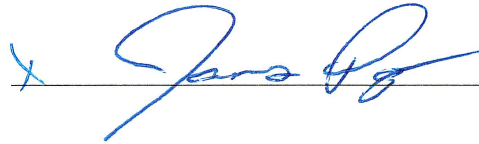
County Commission

Wood County
Joe Gonzales, Clerk
Instrument 88327927
03/07/2024 @ 10:27:09 AM
COUNTY COMMISSION ORDER
Book 78 @ Page 306
Pages Recorded 1

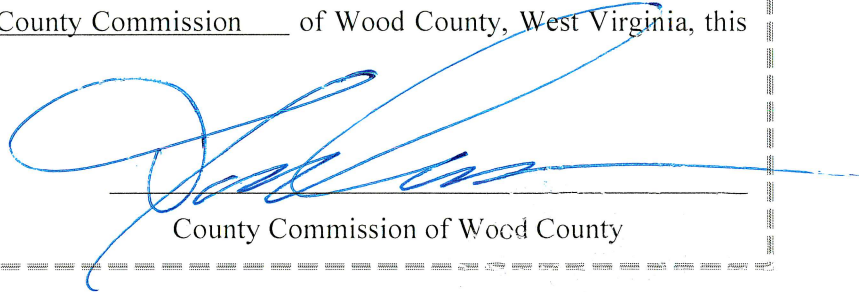
STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO -WIT:

I, James Poling, 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 Deputy Clerk for Wood County Clerk's Office and for Wood County, 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 7th day of March, 2024.

  
\_\_\_\_\_

County Commission of Wood County

Wood County  
Joe Gonzales, Clerk  
Instrument 88327846  
03/07/2024 @ 11:30:47 AM  
COUNTY COMMISSION ORDER  
Book 78 @ Page 305  
Pages Recorded 1



# WOOD COUNTY



# SHERIFF'S OFFICE

(304) 424-1834  
(304) 424-1832 fax

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

R.L. Woodyard, Sheriff

March 5, 2024

Wood County Commission,

Administrator Assistant Teresa Wade is retiring from the Wood County Sheriff's Office, with her last work day being March 29, 2024. A letter will follow closer to her retirement as to her remaining sick and vacation hours.

Sincerely,

R L Woodyard, Sheriff

**RECEIVED**  
**MAR 06 2024**  
**County Commission**

Wood County  
Joe Gonzales, Clerk  
Instrument 88327928  
03/06/2024 @ 10:29:12 AM  
COUNTY COMMISSION ORDER  
Book 78 @ Page 307  
Pages Recorded 1



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



March 7, 2024

Wood County Commission  
#1 Court Square  
Parkersburg, WV 26101

Re: Final Pay

Dear Commissioners:

Please make the following personnel changes to the March 15, 2024 payroll. Douglas Moore has resigned as a Supervisor/Training Coordinator/Full Time Telecommunicator effective March 12, 2024. Please include the following to his final pay:

179 hours Vacation Time, 30 hours Miscellaneous Time.  
A total of 209 hours to be paid at his Straight Time rate from Line Item 7-712-10-184.

Thank you for your assistance in this matter.

W,M, Shook  
Director  
Central Telecommunications Center

Wood County  
Joe Gonzales, Clerk  
Instrument 88328091  
03/07/2024 @ 09:37:02 AM  
COUNTY COMMISSION ORDER  
Book 78 @ Page 314  
Pages Recorded 1

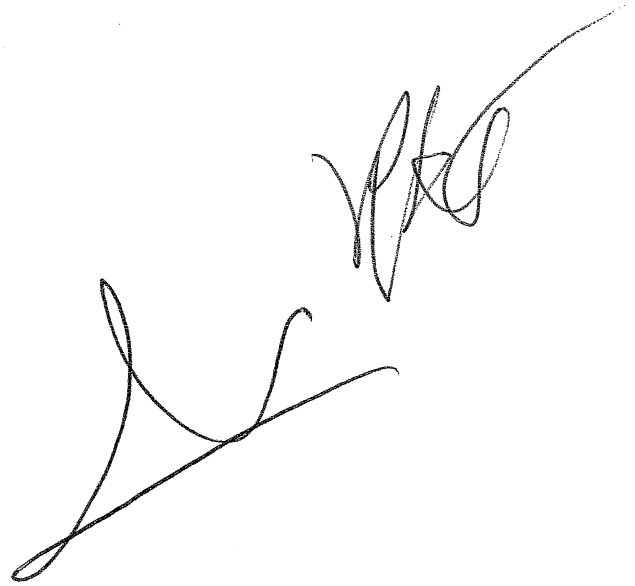
# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1063	FRANKLIN INT	FRANKLIN INTERIORS	REGULAR	03/05/2024	255,894.10	
1064	UCCI	UNITED CONSTRUCTION CO., INC.	REGULAR	03/05/2024	562,364.10	
<b>AMERICAN RESCUE PLAN Bank Id 207 Totals</b>					818,258.20	
<b>Report Totals</b>					960,872.30	

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 with a long, sweeping underline.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8714	APP-POWER	APPALACHIAN POWER	REGULAR	03/05/2024	74.42	
8715	DICKWARNER	DICK WARNER RENTALS	REGULAR	03/05/2024	1,095.00	
8716	FRONTIER	FRONTIER	REGULAR	03/05/2024	419.34	
8717	MONPOWER	MON POWER	REGULAR	03/05/2024	1,462.26	
8718	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	03/05/2024	448.04	
8719	VERIZONW	VERIZON WIRELESS	REGULAR	03/05/2024	242.72	
<b>COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals</b>					<b>3,741.78</b>	



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 personal name, possibly 'V. H. ...'.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3448	FRONTIER	FRONTIER	REGULAR	03/05/2024	230.91	
3449	MONPOWER	MON POWER	REGULAR	03/05/2024	89.73	
3450	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	03/05/2024	286.75	
3451	RYANALES	ALESHIA RYAN	REGULAR	03/05/2024	1,000.00	
<b>FIRE SERVICE FEE Bank Id 120 Totals</b>					1,607.39	



[Handwritten Signature]

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3687	VELASQUEZ	DARWIN VELASQUEZ	REGULAR	03/05/2024	204.00	
HOME CONFINEMENT Bank Id 108 Totals					<u>204.00</u>	

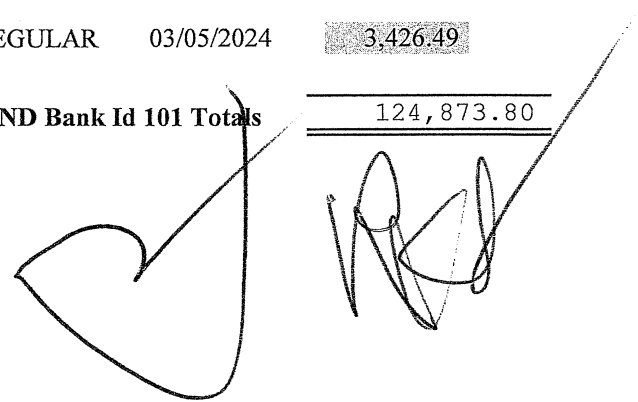
A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature is highly cursive and appears to be a name, possibly 'W. Velasquez', written over a large, sweeping loop.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5343	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	REGULAR	03/05/2024	21,302.00	
5344	DENTAL	RENAISSANCE	REGULAR	03/05/2024	566.98	
5345	DENTAL	RENAISSANCE	REGULAR	03/05/2024	1,167.68	
177238	3D	3D CONSTUCTION LLC	REGULAR	03/05/2024	72,794.61	
177239	AHART'S	AHART'S CONCRETE	REGULAR	03/05/2024	5,900.00	
177240	CRUM G	GWEN CRUM	REGULAR	03/05/2024	415.85	
177241	DISH	DISH NETWORK	REGULAR	03/05/2024	130.58	
177242	DOMINIONH	HOPE GAS INC.	REGULAR	03/05/2024	4,170.41	
177243	FRONTIER	FRONTIER	REGULAR	03/05/2024	165.82	
177244	GENERALSA	GENERAL SALES CO.	REGULAR	03/05/2024	4,462.24	
177245	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	03/05/2024	2.00	
177246	LIGHTNER	LIGHTNER'S FRAME SERV	REGULAR	03/05/2024	101.95	
177247	MOO	MUTUAL OF OMAHA	REGULAR	03/05/2024	0.00	
177248	MOO	MUTUAL OF OMAHA	REGULAR	03/05/2024	7,386.96	
177249	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	03/05/2024	149.21	
177250	PINNACLEC	PINNACLE CONSULTANTS LLC	REGULAR	03/05/2024	800.00	
177251	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	03/05/2024	316.86	
177252	UNION WIL	UNION WILLIAMS PSD	REGULAR	03/05/2024	71.34	
177253	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	03/05/2024	1,542.82	
177254	VISION	VISION SERVICE PLAN (WV)	REGULAR	03/05/2024	3,426.49	

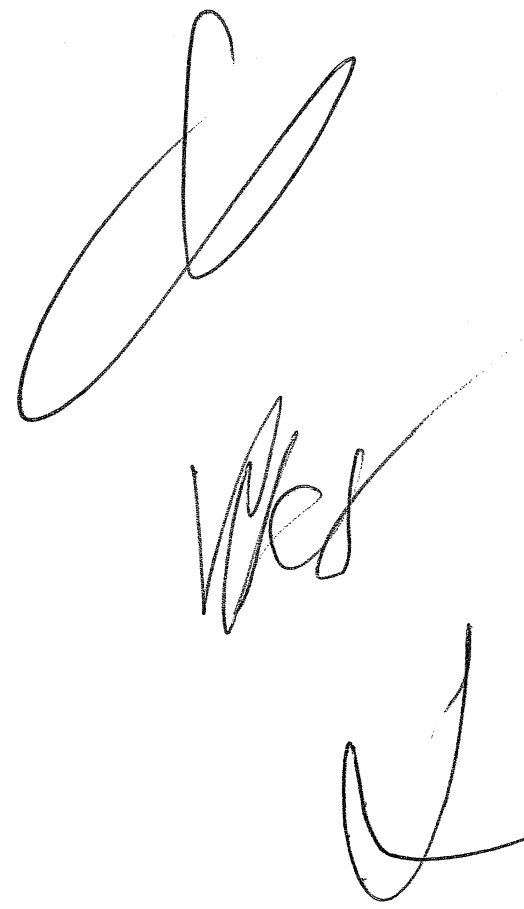
**GENERAL FUND Bank Id 101 Totals**

124,873.80



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8902	CINTAS	CINTAS CORPORATION	REGULAR	03/05/2024	73.08	
8903	DEAN'S	DEAN'S SCREENS INK	REGULAR	03/05/2024	297.25	
8904	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	03/05/2024	304.54	
8905	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	03/05/2024	208.98	
E-911 FUND Bank Id 107 Totals					<u>883.85</u>	

The image contains three handwritten signatures or initials in black ink. The top signature is a large, stylized cursive mark. Below it is a smaller, more legible signature that appears to be 'Wes'. At the bottom right is another large, stylized signature.