

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, APRIL 25, 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 Erroneous Assessment Applications in regard to real property. Copies are attached to these minutes and shall be made a part thereof.

AGENDA AND DISCUSSION ITEMS

At 9:34 A.M., the County Commission upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, placed the following names in nomination to the Wood County 9-1-1 Advisory Board: Dwane Weekley, Emergency Medical Services Provider; Chief Matthew Board, City of Parkersburg Police Department; Chief Jason Matthews, Parkersburg Fire Department and Thomas Blondin, General Public. (Order A/2936)

At 9:35 A.M., the County Commission approved the hiring of Landen Stengel for the Sheriff's Office; Haydn Dudley for the Assessor's Office and Marshall Morton Jr. for the Day Report Center.

At 10:00 A.M., Christian Bailey took the oath of office to be a Deputy Sheriff.


Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:11 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/2934, A/2936

APPROVED:

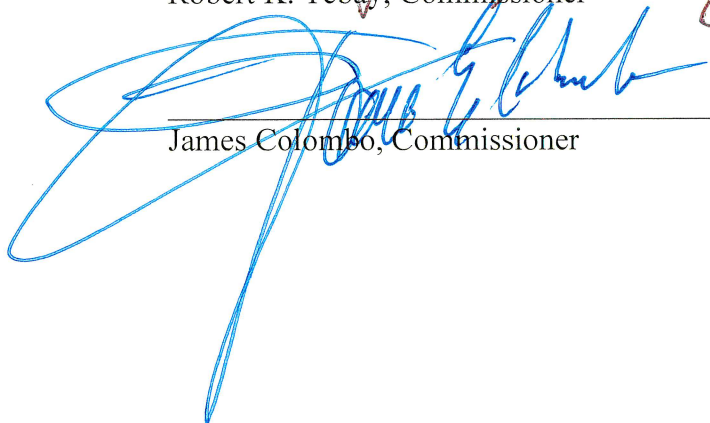
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held April 25, 2024

Please Print

1.	Roger Conley
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Wood County Commission
Agenda

April 25, 2024 | 9:30 A.M.
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider putting Chief Matthew Board, Dwayne Weekley, Tom Blondin and Chief Jason Matthews in nomination for the E-911 Advisory Board	
	Consider Request to Hire Landen Stengel as It Administration for the Wood County Sheriff’s Office - \$42,500.00/yr	
	Consider Request to Hire Haydn Dudley as a Deputy Clerk for the Assessor’s Office - \$35,000.00/yr	
	Consider Request to Hire Marshall Morton, Jr. as a full time Operations Assistant for all DRC locations - \$35,000.00/yr	
10:00 A.M.	Christian Bailey to take his Oath of Office as a Deputy Sheriff	
	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

STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

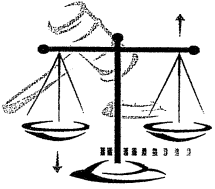
I, Christian Bailey, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of Deputy Sheriff for Wood County Sheriff's Office and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.

Christian Bailey

Subscribed and sworn to, before the _____ County Commission _____ of Wood County, West Virginia, this 25th day of April, 2024.

[Signature]
County Commission of Wood County

Wood County
Joe Gonzales, Clerk
Instrument 88331787
04/25/2024 @ 01:56:14 PM
COUNTY COMMISSION ORDER
BOOK 78 @ Page 602
Pages Recorded 1



MID-OHIO VALLEY DAY REPORT CENTER

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

304-422-8570 * Fax: 304-422-8579

To: Wood County Commission
From: Amy Church, DRC Personnel Director
Date: April 23, 2024
Re: Wood County DRC Request to Hire

Please regard this notice as my request to hire Marshall Morton Jr. as a full-time, Operations Assistant for all locations of the Wood County Day Report Center at the rate of \$35,000 per year. Mr. Morton will provide screening, filing, data entry as well as numerous other services to the Wood County Day Report Center as well as all of the satellite offices. Mr. Morton has a diverse background and is very personable. He is familiar with data entry. He is able to work on his own and is able to self-direct. He enjoys working with people and having unpredictable scheduling. He has many of the skills that this position will require and is eager to learn new things.

If this request is approved, he would need to give his current employer a 2-week notice. His tentative start date would be May 13, 2024.

This hiring is necessary in order fill the vacancy created by Chad Richards, as he was reclassified as the Ritchie County Site Manager.

It is my hope that you will act on this request as quickly as possible. I will be happy to provide any other information related to this matter which you might deem necessary.

RECEIVED

APR 23 2024

County Commission

[Handwritten signature]

Wood County
Joe Gonzales, Clerk
Instrument 88331788
04/25/2024 @ 02:01:59 PM
COUNTY COMMISSION ORDER
Book 78 @ Page 603
Pages Recorded 1

APRIL 25, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED DWANE WEEKLEY,
JASON MATTHEWS, MATTHEW BOARD AND TOM
BLONDIN IN NOMINATION FOR APPOINTMENT TO THE
WOOD COUNTY 9-1-1 ADVISORY BOARD.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, placed the following names in nomination to the Wood County 9-1-1 Advisory Board: Dwane Weekley, Emergency Medical Services Provider; Chief Matthew Board, City of Parkersburg Police Department; Chief Jason Matthews, Parkersburg Fire Department and Thomas Blondin, General Public.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2936

Wood County
Joe Gonzales, Clerk
Instrument 88332260
04/25/2024 @ 11:47:56 AM
COUNTY COMMISSION ORDER
BOOK 78 @ Page 608
Pages Recorded 1

APRIL 25, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION WAS IN RECEIPT OF A CHECK FROM THE STATE OF WV IN THE AMOUNT OF \$80,125.00 WHICH REPRESENTS REIMBURSEMENT IN REGARD TO THE WV DIVISION OF CRIMINAL JUSTICE SERVICES COMMUNITY CORRECTIONS GRANT 23-CC-29.

ORDER

On this date, the County Commission of Wood County was in receipt of a check from the State of West Virginia in the amount of eighty thousand one hundred twenty-five dollars and zero cents (\$80,125.00) which represents reimbursement to Wood County for expenses incurred during the months of April through June, 2024, in regard to the West Virginia Division of Criminal Justice Services Community Corrections Grant Number 24-CC-29.

Documentation pertaining to the WVDCJS Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

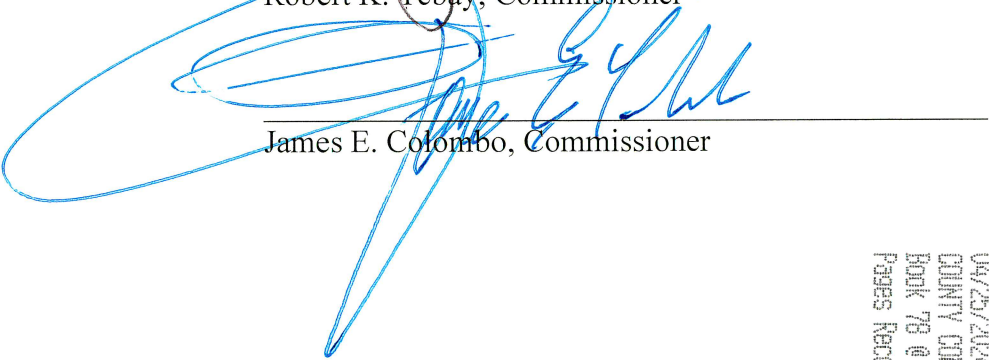
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2934

Wood County
Joe Gonzales, Clerk
Instrument 86332259
04/25/2024 @ 11:43:23 AM
COUNTY COMMISSION ORDER
BOOK 78 @ Page 607
Pages Recorded 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Real**
Tax Ticket: **27527**
Tax Year: **2023**

Upon the application of **TANNER JEFFREY T**
TANNER SHERRIE L whose address is **4415 14TH AVE PARKERSBURG, WV 26101** aggrieved by an erroneous assessment in **05 PARKERSBURG 116 0166 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.

Taxed in wrong class

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

Class Change

Tax Value Table

Assessed	Reduction	New
38580	0	38580

Class 4 changed to 2

Tax Full Year	Reduction	New
1139.94	569.98	569.96

[Signature]

Taxpayer

[Signature]

Prosecutor

[Signature]

Assessor

(304) 494-1661

[Signature]

Commissioner

[Signature]

County Commission President

[Signature]

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 April 25, 2024

April 19, 2024 - CM

RECEIVED
APR 19 2024
County Commission

RECEIVED
APR 23 2024
County Commission

Send Check to
Denzil Dawle
4415 14th Ave
Parkersburg wv 26101

Wood County
Joe Gonzales, Clerk
Instrument 88331763
04/25/2024 @ 11:49:04 AM
COUNTY COMMISSION ORDER
Book 29 of Page 80
Page Recorded 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: Real
Tax Ticket: 22769
Tax Year: 2023

Upon the application of MEREDITH BRANDON A whose address is 511 MYRTLE ST PARKERSBURG, WV 26101 aggrieved by an erroneous assessment in 05 PARKERSBURG 17 0082 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.

Taxed in wrong class

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, Class Change (Class 4 changed to 2), Tax Value Table with columns for Assessed, Reduction, New, Tax Full Year, Reduction, New.

Handwritten signature of Meredith Brandon A, Taxpayer, 304 514 3009

Handwritten signature of Prosecutor

Handwritten signature of Assessor

Handwritten signature of Commissioner

Handwritten signature of County Commission President

Handwritten signature of 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 April 25, 2024

July 17, 2023 - CM

RECEIVED stamp

AUG 25 2023 stamp

County Commission stamp

RECEIVED stamp

APR 19 2024 stamp

County Commission stamp

RECEIVED stamp

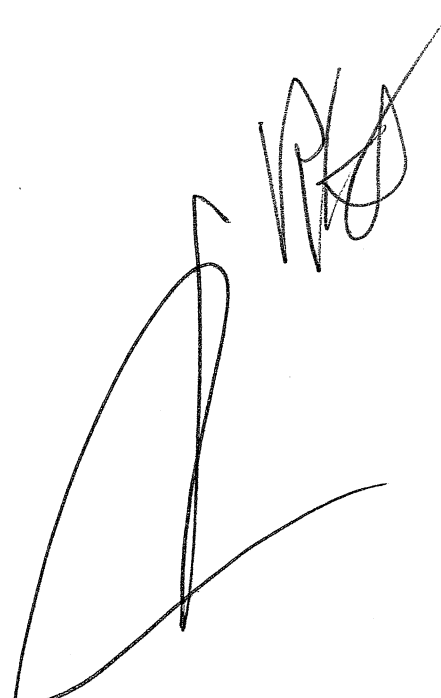
APR 23 2024 stamp

County Commission stamp

Vertical stamp: Wood County, Joe Gonzales, Clerk, Instrument 88331783, 04/25/2024 @ 01:33:32 PM, COUNTY COMMISSION ORDER, Book 78 @ Page 601, Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
GENERAL FUND Bank Id 101 Totals					<u>171,312.65</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 "J. [unclear]".

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8946	AFFORDABLEL	AFFORDABLE LAWN WORX LLC	REGULAR	04/23/2024	286.00	
8947	FIRSTNET	FIRSTNET	REGULAR	04/23/2024	939.24	
8948	FRONTIER	FRONTIER	REGULAR	04/23/2024	158.24	
8949	OPTIMUM	OPTIMUM WATER SOLUTIONS . INC.	REGULAR	04/23/2024	58.00	
8950	STATIONERS	STATIONERS INC	REGULAR	04/23/2024	198.79	
8951	TELCONN	TELCONN	REGULAR	04/23/2024	1,260.00	
E-911 FUND Bank Id 107 Totals					2,900.27	

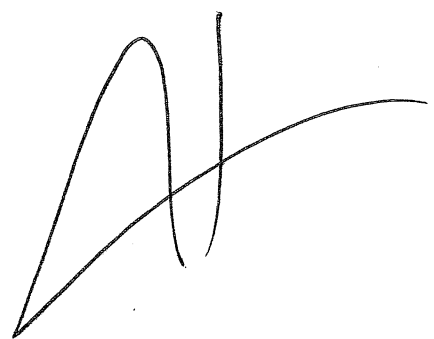
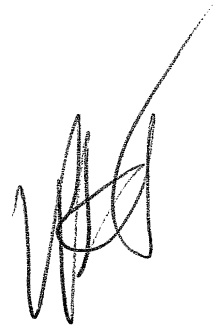


[Handwritten Signature]

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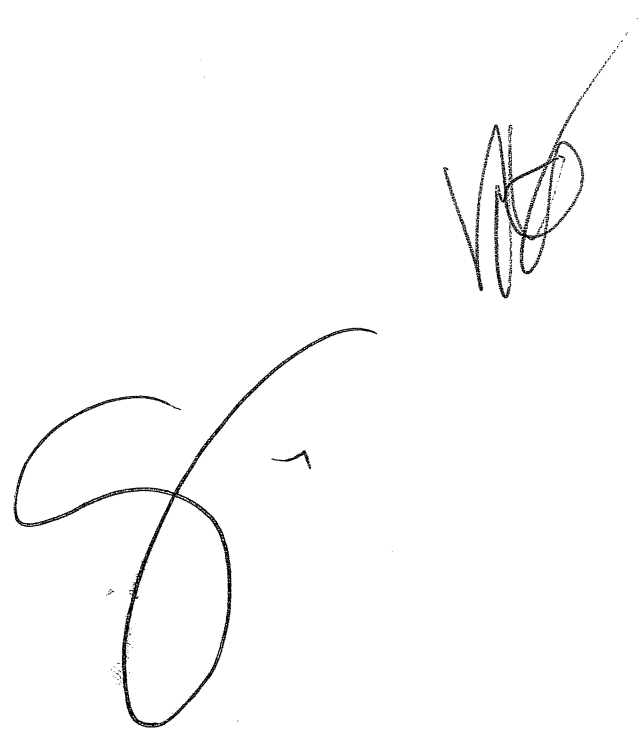
Check Register Report for Wood County Commission

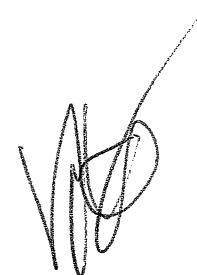
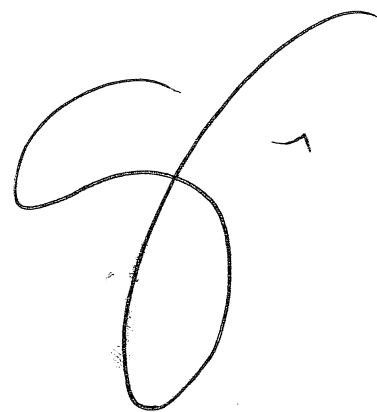
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3694	FIRSTNET	FIRSTNET	REGULAR	04/23/2024	145.36	
HOME CONFINEMENT Bank Id 108 Totals					<u>145.36</u>	



Check Register Report for Wood County Commission

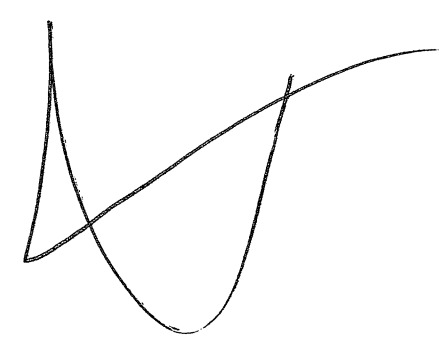
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3515	ARMSTRONG GR	ARMSTRONG	REGULAR	04/23/2024	81.06	
3516	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	04/23/2024	30,000.00	
3517	EMERGENCYM	EMERGENCY MEDICAL PRODUCTS. INC	REGULAR	04/23/2024	89.97	
3518	FMP	FACTORY MOTOR PARTS	REGULAR	04/23/2024	15.56	
3519	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	04/23/2024	109.00	
3520	MONPOWER	MON POWER	REGULAR	04/23/2024	140.79	
3521	PARMAROIL	PAR MAR OIL COMPANY	REGULAR	04/23/2024	941.37	
3522	SWC	SHERIFF OF WOOD COUNTY	REGULAR	04/23/2024	4,121.80	
FIRE SERVICE FEE Bank Id 120 Totals					35,499.55	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8765	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	04/23/2024	86.00	
8766	DIVISIONOFJUST	DIVISION OF JUSTICE AND COMMUNITY SERVICES	REGULAR	04/23/2024	88.00	
8767	LAMP	LAMP PESTPROOF	REGULAR	04/23/2024	128.40	
8768	MID-OHIOV	MID-OHIO VALLEY TRAN AUTHORITY	REGULAR	04/23/2024	500.00	
8769	MONPOWER	MON POWER	REGULAR	04/23/2024	89.27	
8770	TRACKGROUP	TRACK GROUP	REGULAR	04/23/2024	367.00	
8771	TYLER	TYLER MOUNTAIN WATER CO INC	REGULAR	04/23/2024	28.95	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					1,287.62	
Report Totals					211,145.45	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5374	WV ST TX	WV STATE TAX COMM-INCOME	HAND	04/23/2024	14.16	
5375	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	HAND	04/23/2024	3,033.00	
177467	AAP	ADVANCE AUTO PARTS	REGULAR	04/23/2024	47.87	
177468	BADGERLUM	BADGER LUMBER	REGULAR	04/23/2024	1,804.00	
177469	BAILWEND	WENDY BAILEY	REGULAR	04/23/2024	418.75	
177470	CHARLESTON AM	CHARLESTON AREA MEDICAL CENTER-CHILD ADVOCACY	REGULAR	04/23/2024	635.00	
177471	ELECTION	ELECTION SYSTEMS & SOFTWARE. INC.	REGULAR	04/23/2024	80,363.75	
177472	EMAR	EMAR CORPORATION	REGULAR	04/23/2024	550.00	
177473	FIRSTNET	FIRSTNET	REGULAR	04/23/2024	3,505.07	
177474	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	04/23/2024	552.88	
177475	INSIGHT	INSIGHT PUBLIC SECTOR INC	REGULAR	04/23/2024	17,706.21	
177476	JARRELLN	NANCY S. JARRELL, CCR	REGULAR	04/23/2024	696.85	
177477	MID-OHIOVRA	MID-OHIO VALLEY REGIONAL AIRPORT	REGULAR	04/23/2024	5,000.00	
177478	MONPOWER	MON POWER	REGULAR	04/23/2024	83.31	
177479	MYERS SEP	MYERS SEPTIC	REGULAR	04/23/2024	410.00	
177480	OIL	OIL AND GAS MUSEUM	REGULAR	04/23/2024	25,000.00	
177481	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	04/23/2024	154.27	
177482	SHERWIN-W	SHERWIN-WILLIAMS PAINT	REGULAR	04/23/2024	156.06	
177483	SPAULDING	SPAULDING PSYCHOLOGICAL SERVICCES PLLC	REGULAR	04/23/2024	1,625.00	
177484	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	04/23/2024	3,033.27	
177485	VERIZONW	VERIZON WIRELESS	REGULAR	04/23/2024	81.22	
177486	WATERBOY	WATERBOY LLC	REGULAR	04/23/2024	37.50	
177487	WEX	WEX BANK	REGULAR	04/23/2024	60.00	
177488	WV STATE TAX	WV STATE TAX DEPARTMENT	REGULAR	04/23/2024	22,420.48	
177489	WV-DEPT E	WORKFORCE WEST VIRGINIA	REGULAR	04/23/2024	3,924.00	