

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

NO. 1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, FEBRUARY 10, 2025

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 minutes of February 3, 2025.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M, the County Commission, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, reappointed Gary Thompson to the Wood County Parks and Recreation Commission (Mountwood Park). The new term will expire December 16, 2026. (Order A/3096)

At 9:43 A.M., Pat Lefebure, Prosecuting Attorney discussed an Ordinance regarding public comment at County Commission meetings. After discussion, the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby approve an Ordinance setting for and adopting rules governing the public comment portion of Wood County Commission meetings. A copy of said Ordinance is attached to these minutes and shall be made a part thereof. (Order A/3097)

At 9:46 A.M., the County Commission discussed the ambulance resumes that are coming in and will put this on a future agenda.

At 10:00 A.M., the County Commission did hereby AUTHORIZE the opening of a sealed bid for bullet-resistant vests for the Wood County Sheriff's Department. The Sealed bid was received according to a Legal Notice appearing in the Parkersburg News and Sentinel on January 20, 2025 and January 27, 2025. Said sealed bid was received from 1-42 Tactical LLC, 13 Elm Ter, Wheeling, WV 26003 with Bid Price:

SX Level II Panel Set	\$ 948.75
Hardwire 51 Level II Panel Set	\$1,017.50
APEX System SX Level II Apex Panel Array	\$1,034.00
U1 Uniform Shirt Carrier, Front Opening	\$ 264.00
SBA APEX Ultra Concealable Carrier Style	\$ 143.00

The County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby RECEIVE said bid for review. (Order A/3095)

At 10:16 A.M., the County Commission met as the Board of Review and Equalization. There were no walk-ins or appointments.

Having no other scheduled appointments or further business to attend to, the County Commission adjourned at 10:17 A.M.


ORDERS APPROVED AND ATTACHED TO THESE MINUTES


Order A/3095, A/3096, A/3097

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James Colombo, Commissioner

Wood County Commission Meeting
Held February 10, 2025

Please Print

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Wood County Commission
Agenda

February 10, 2025 | 9:30 A.M.

1 Court Square Suite 203

Parkersburg, WV 26101

9:30 A.M.	Consider reappointing Gary Thompson to the Wood County Parks and Recreation Commission	
	Discuss and consider potential public forum for Wood County Commission meetings	
10:00 A.M.	Open sealed bids for bullet resistant vests for the Wood County Sheriff's Department	
	Board of Review and Equalization	
	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 before 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

FEBRUARY 10, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA.

IN RE: THE COUNTY COMMISSION DID HEREBY APPROVE AN
ORDINANCE SETTING FORTH AND ADOPTING RULES
GOVERNING THE PUBLIC COMMENT PORTION OF WOOD
COUNTY COMMISSION MEETINGS.

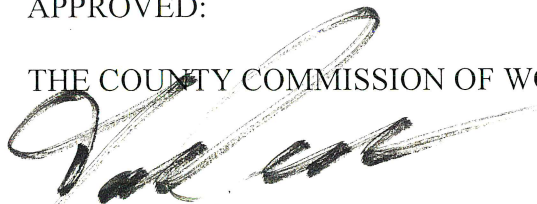
ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby approve an Ordinance setting for and adopting rules governing the public comment portion of Wood County Commission meetings.

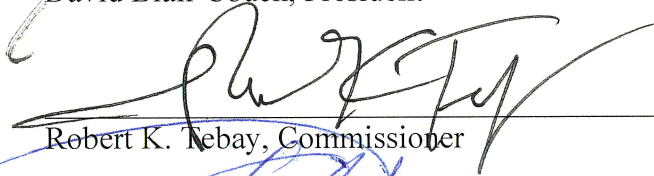
A copy of said Ordinance/Wood County Commission Comment Policy is attached to this Order and shall be made a part thereof.

APPROVED:

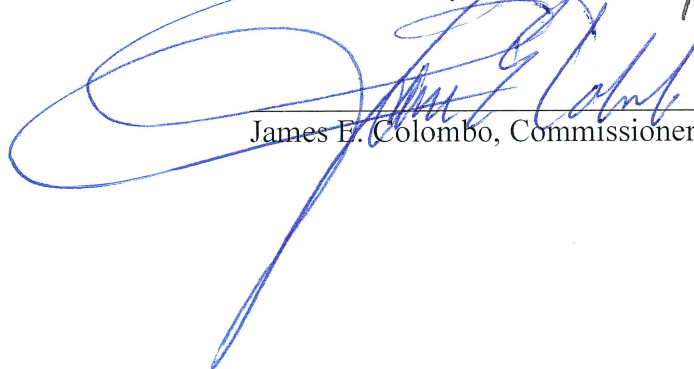
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

ORDINANCE SETTING FORTH AND ADOPTING RULES GOVERNING THE PUBLIC COMMENT PORTION OF WOOD COUNTY COMMISSION MEETINGS

Wood County Commission Comment Policy

1) GENERAL MATTERS

- a) **Presiding Officer** – shall be the Commission President, in the event the President is absent then either of the other may preside over that meeting's comment period.
 - i) **Maintaining Order**-The following behaviors, when they actually cause disruption of a meeting are prohibited and provide grounds for the Presiding Officer to declare a speaker out of order. The Presiding Officer, with the assistance of the Wood County Sheriff's Department, may expel a person from any meeting if they refuse to cease their disruptive behavior and may call for security to physically remove or arrest any persons who persist in actual disruption. These types of disruptions may include but are not limited to:
 - (1) creating or participating in a physical disturbance,
 - (2) speaking out of turn or in violation of applicable rules (including time limits),
 - (3) preventing or attempting to prevent others who have the floor from speaking,
 - (4) preventing or impeding others from observing the meeting and
 - (5) entering into or remaining in an area of the meeting room that is not open to the public.
 - ii) **Enforcement** - Disruptive behavior, as described more fully above, may result in removal from a meeting and/or arrest and prosecution.

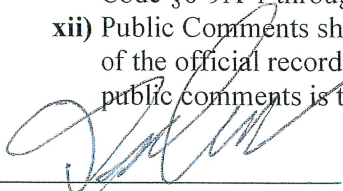
2) PUBLIC COMMENT:

a) Public Comment: General Rules

- i) Public comment will only be made under the Public Comment portion of the agenda.
- ii) There shall only be a period of public comment on the Monday meetings, in the event a Monday meeting is cancelled there will not be a public comment period for that week.
- iii) The public will not be permitted to ask questions or make comments during any other portion of the meeting, unless approved otherwise by the Commission President.
- iv) Any person desiring to address the Wood County Commission must first sign-in prior to the start of the meeting as outlined below.
- v) **Sign-in Sheet** - Anyone wishing to speak during the public comment portion of a meeting must sign in. The Sign-in Sheet will be located at the table 15 minutes prior to the start of the meeting. When the meeting begins the sign-in sheet will be removed from the table and given to the Commission President. Once the Sign-in Sheet is removed from the table, the public is no longer able to sign-up for public comment.
- vi) **Time Limits** - The time for public comment shall not exceed three (3) minutes per speaker unless more time is granted by majority vote of Commission.
- vii) The total time limit for the public comment portion of any meeting shall not exceed fifteen (15) minutes unless, more time is granted by the majority of the Commission.
- viii) Statements are to be directed to the Commission as a whole and not to individual members. Public comment does not require any member of the governing body to provide any answer to the speaker as it is not reasonable for the Commissioners to respond without any notice to research the issue.
- ix) A speaker may sign up only one time per each meeting and may not cede his or her time to another commenter.
- x) The Commission President will call each speaker who has signed in to the podium, and the speakers will state their name and addresses. The Commission President will then begin the timer.

xi) The Wood County Commission complies with the *Open Governmental Proceedings Act* (WV Code §6-9A-1 through 12) as set forth by the WV State Code.

xii) Public Comments shall be recorded as part of the Commission meeting and thus shall be part of the official record so long as the Commission retains the recordings. The recording of all public comments is to be performed by the County Administrator.



David B. Couch
Wood County Commissioner



Jimmy Colombo
Wood County Commissioner



Robert Tebay
Wood County Commissioner

SIGNED THIS 10TH DAY OF FEBRUARY, 2025.

Wood County
Joe Gonzales, Clerk
Instrument 88350078
02/10/2025 @ 02:27:47 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 566
Pages Recorded 3

FEBRUARY 10, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION OPENED A SEALED BID FOR
BULLET-RESISTANT VESTS FOR THE WOOD COUNTY
SHERIFF'S DEPARTMENT.

ORDER

On this date, the County Commission of Wood County, at 10:00 A.M., did hereby
AUTHORIZE the opening of a sealed bid for bullet-resistant vests for the Wood County
Sheriff's Department. The Sealed bid was received according to a Legal Notice appearing in the
Parkersburg News and Sentinel on January 20, 2025 and January 27, 2025. Said sealed bid was
received from the following:

1-42 Tactical LLC
13 Elm Ter
Wheeling, WV 26003

Bid Price: SX Level II Panel Set	\$ 948.75
Hardwire 51 Level II Panel Set	\$1,017.50
APEX System SX Level II Apex Panel Array	\$1,034.00
U1 Uniform Shirt Carrier, Front Opening	\$ 264.00
SBA APEX Ultra Concealable Carrier Style	\$ 143.00

The County Commission of Wood County, upon a motion made by David Blair Couch,
seconded by Robert K. Tebay and made unanimous by James E. Colombo, did hereby RECEIVE
said bids for review.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

A/3095

Wood County
Joe Gonzales, Clerk
Instrument 88350072
02/10/2025 @ 02:17:44 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 661
Pages Recorded 1

FEBRUARY 10, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

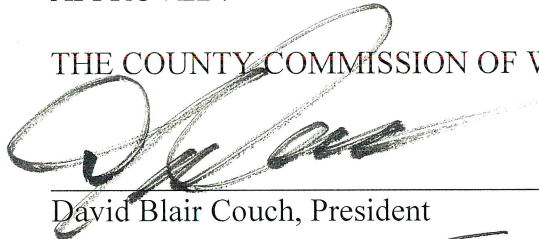
IN RE: THE COUNTY COMMISSION REAPPOINTED GARY
THOMPSON TO THE WOOD COUNTY PARKS AND
RECREATION COMMISSION (MOUNTWOOD PARK).

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, reappointed Gary Thompson to the Wood County Parks and Recreation Commission (Mountwood Park). The new term will expire December 16, 2026.

APPROVED:

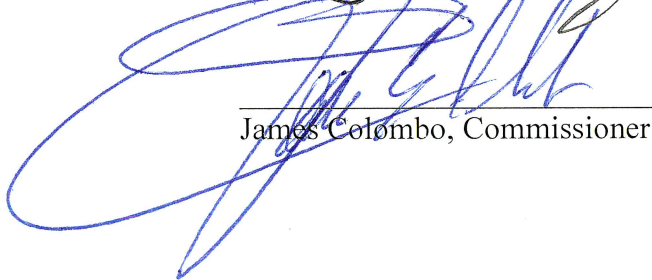
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

A/3096

Wood County
Joe Gonzales, Clerk
Instrument 88350073
02/10/2025 @ 02:20:27 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 562
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8752	STEPHNSA	STEPHNS AUTO CENTER	REGULAR	02/06/2025	87,472.00	

ASSESSOR'S VALUATION Bank Id 156 Totals

87,472.00

Report Totals

87,472.00

