

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 27, 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 Erroneous Assessment Applications for Fire Service Fees, Personal and Real Property. Copies are attached to these minutes and shall be made a part thereof.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M. Sharon Kesselring from the American Red Cross met with the County Commission to request they declare the month of March, 2025 as American Red Cross month. A copy of the Proclamation declaring American Red Cross month is attached to these minutes and shall be made a part thereof.

At 9:41 A.M. 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,

AWARDED the bid for the demolition of a structure located at 415 Jericho Road, Walker, West Virginia to:

Graham Demolition
2607 Beverly Street
Parkersburg, WV 26101
Bid Price - \$3,800.00

(Order A/3105)

At 9:42 A.M., the County Commission approved the hiring of Michael Robinson and Trinity Sears as Telecommunicators at the E-911 Center.

At 9:48 A.M., 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 AWARD the bid for audit services for fiscal year 2024/2025 to Perry and Associates, 313 Second Street, Marietta, Ohio. Said bid is at thirty-four thousand nine hundred fifty dollars and zero cents (\$34,950.00) Perry and Associates was the lone bidder for said audit. (A/3104)

At 10:00 A.M., the County Commission held a hearing in regard to the Estate of Ioka Echard. James Markley, Petitioner, requested the Wood County Commission review the Last Will and Testament regarding the estate. Mr. Markley thinks the checking account should be turned over to him. 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, ORDERED the Petition be Denied and the Estate closed.

At 10:19 A.M. , upon motion of David Blair Couch, seconded by Robert K. Tebay and passed, 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. Robert K. Tebay, James E. Colombo and David Blair Couch, County Commissioners met with Marty Seufer, County Administrator; Pat Lefebure, Prosecuting Attorney and Wood County Emergency Services Director, Dale McEwuen. 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 10:34 o'clock A.M. (Order C/236)

The County Commission of Wood County, upon a motion made by David Blair Couch, seconded Robert K. Tebay and made unanimous by James E. Colombo, appointed, as authorized by West Virginia State Code 7-15, the following persons to the initial Wood County Emergency Ambulance Authority Board:

Patsy Hardy	-	term 3 years
Dale McEwen	-	term 2 years
Susannah Sellers	-	term 2 years
Dr. Jennifer Auxier	-	term 1 year
William C. Arnold	-	term 1 year

(Order A/3108)

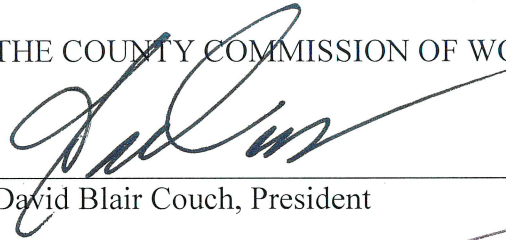
Having no other scheduled appointments or further business to attend to, the County Commission adjourned at 10:37 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3104, A/3105, A/3108, C/236, Probate Orders

APPROVED:

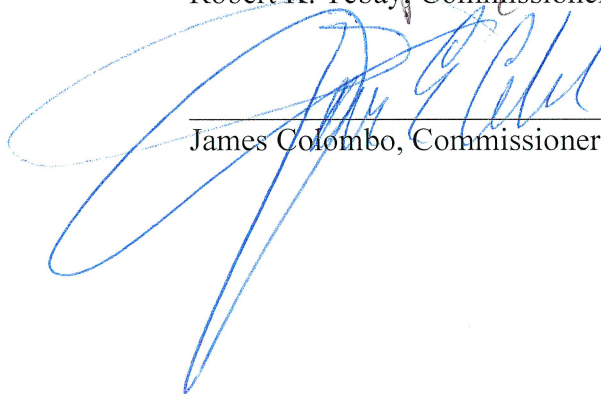
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held February 27, 2025

Please Print

1.	SHARON KESSLER
2.	Todd Wines
3.	George Estabrook
4.	Gregory K. Eckhard
5.	Dale R. McEwen
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	



Wood County Commission
Agenda

February 27, 2025 | 9:30 A.M.
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M.	Update on American Red Cross and consider signing Proclamation	Sharon Kesselring, Director
9:45 A.M.	Consider awarding audit services	
	Consider appointing members to the Wood County Emergency Ambulance Authority Board	
10:00 A.M.	Estate of Ioka Echard – Consider ruling on joint tenant with the right of survivorship	James Markley, Beneficiary
	Consider awarding bid for the Demolition and Cleanup of property located at 415 Jericho Road, Walker, WV	
	Consider Request to Hire Michael Robinson as a Telecommunicator at the E-911 Center - \$40,023.98/yr.	
	Consider Request to Hire Trinity Sears as a Telecommunicator at the E-911 Center - \$40,023.98/yr.	
	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, 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 27, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AWARD THE
BID FOR THE FISCAL YEAR 2024/2025 BUDGET YEAR.

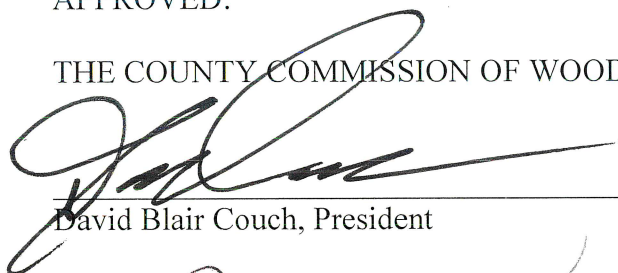
ORDER

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 AWARD the bid for audit services for fiscal year 2024/2025 to Perry and Associates, 313 Second Street, Marietta, Ohio. Said bid is at thirty-four thousand nine hundred fifty dollars and zero cents (\$34,950.00)

Perry and Associates was the lone bidder for said audit.

APPROVED:

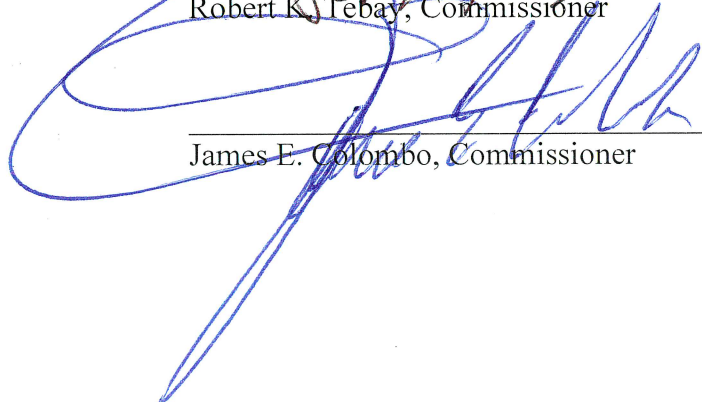
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3104

Wood County
Joe Gonzales, Clerk
Instrument 88350945
02/27/2025 @ 11:02:14 AM
COUNTY COMMISSION ORDER
Book 79 @ Page 631
Pages Recorded 1

FEBRUARY 27, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR
DEMOLITION OF A STRUCTURE LOCATED AT 415
JERICHO ROAD, WALKER, WV TO GRAHAM
DEMOLITION.

ORDER

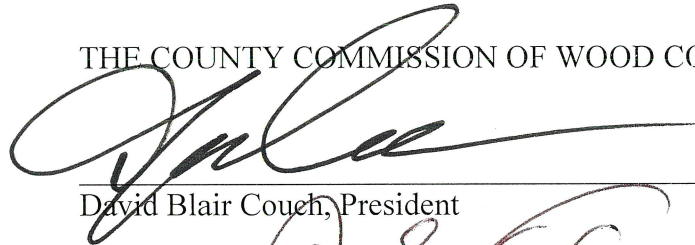
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, AWARDED the bid for the demolition of a structure located at 415 Jericho Road, Walker, West Virginia to:

Graham Demolition
2607 Beverly Street
Parkersburg, WV 26101

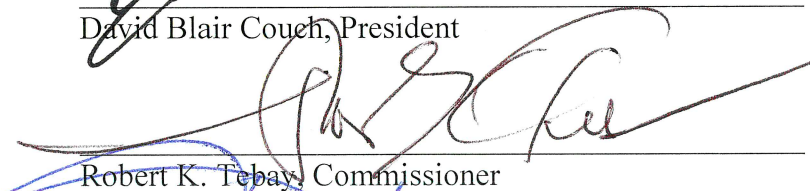
Bid Price - \$3,800.00

APPROVED:

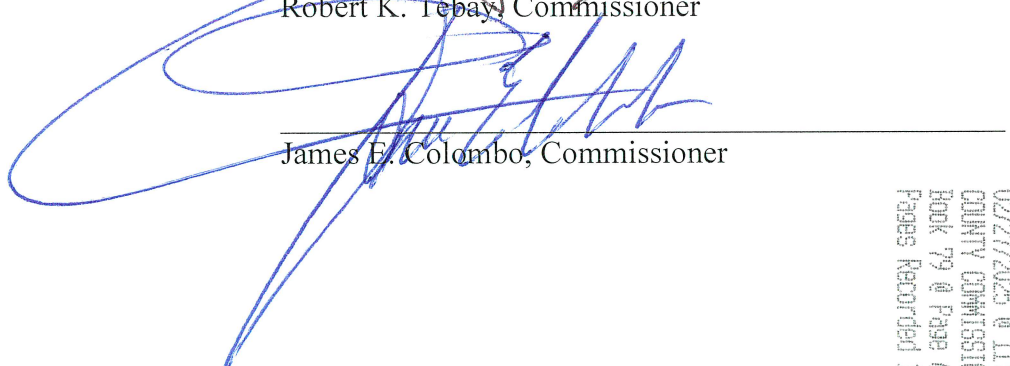
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3105

Wood County
Joe Gonzales, Clerk
Instrument 88351419
02/27/2025 @ 11:50:18 AM
COUNTY COMMISSION ORDER
Book 79 @ Page 632
Pages Recorded 1

FEBRUARY 27, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED MEMBERS TO THE
WOOD COUNTY EMERGENCY AMBULANCE AUTHORITY
BOARD.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded Robert K. Tebay and made unanimous by James E. Colombo, appointed, as authorized by West Virginia State Code 7-15, the following persons to the initial Wood County Emergency Ambulance Authority Board:

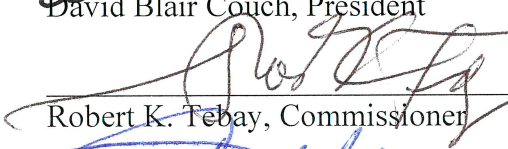
Patsy Hardy	-	term 3 years
Dale McEwen	-	term 2 years
Susannah Sellers	-	term 2 years
Dr. Jennifer Auxier	-	term 1 year
William C. Arnold	-	term 1 year

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3108

Wood County
Joe Gonzales, Clerk
Instrument 88350925
02/27/2025 @ 10:11:06 AM
COUNTY COMMISSION ORDER
Book 79 @ Page 625
Pages Recorded 1

FEBRUARY 27, 2025

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 127th day of February, 2025, at 10:19 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by Robert K. Tebay and passed, 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.

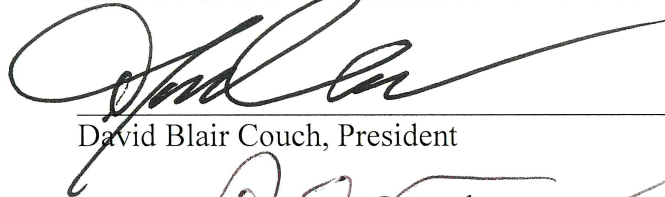
WHEREUPON, the said Robert K. Tebay, James E. Colombo and David Blair Couch, County Commissioners met with Marty Seufer, County Administrator; Pat Lefebure, Prosecuting Attorney and Wood County Emergency Services Director, Dale McEwuen.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, being covered by personnel matters.

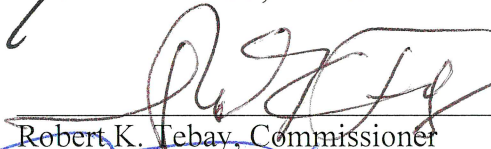
The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:34 o'clock A.M.

APPROVED:


THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/236

Wood County
Joe Gonzales, Clerk
Instrument 88350928
02/27/2025 @ 10:19:44 AM
COUNTY COMMISSION ORDER
Book 79 @ Page 627
Pages Recorded 1

February 27, 2025

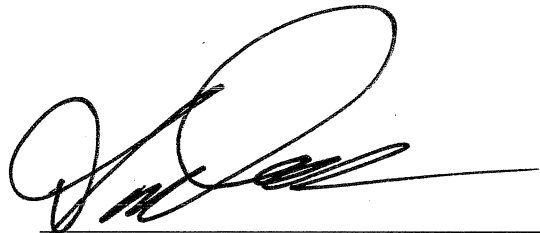
IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: ESTATE OF IOKA ECHARD, DECEASED

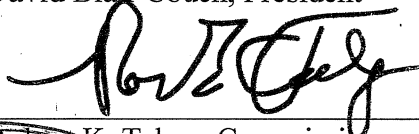
ORDER

This day came James Markley, petitioner, requesting Wood County Commission review the Last Will and Testament regarding the Estate of IOKA ECHARD. The Petitioner states that the checking account that is listed in Article III, Paragraph C, should be turned over to him. After review of said Estate, the County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, ordered, the Petition is DENIED and the Estate closed.

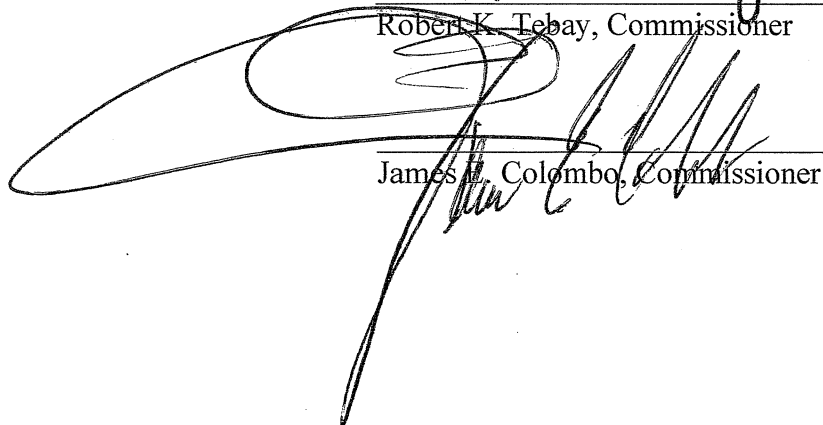
APPROVED:



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

Wood County
Joe Gonzales, Clerk
Instrument 88350276
02/27/2025 @ 11:35:41 AM
FIDUCIARY ORDER
Book 79 @ Page 599
Pages Recorded 1

FEBRUARY 27, 2025

Proclamation

AMERICAN RED CROSS MONTH MARCH 2025

This March, we celebrate American Red Cross Month by recognizing the compassionate acts of people in Wood County, West Virginia and by renewing our commitment to lend a helping hand to our neighbors in need. Since Clara Barton founded the American Red Cross more than 140 years ago, generation after generation has stepped up to deliver relief and care across our country and around the world, bringing out the best of humanity in times of crisis. Advancing this noble mission, the volunteers, blood donors, and supporters who now give back through the American Red Cross of the Ohio River Valley remain unwavering in their commitment to prevent and alleviate human suffering in the face of today's emergencies.

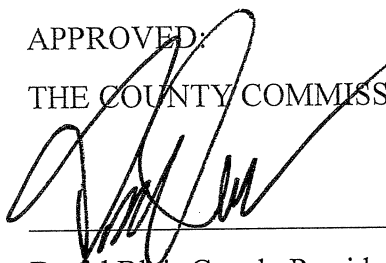
Their voluntary and generous contributions shine a beacon of hope in people's darkest hours — whether it's delivering shelter, food and comfort during disasters; providing critical blood donations for hospital patients; supporting service members, veterans and their families; saving lives with first aid, CPR, AED and other skills; or delivering international aid and reconnecting loved ones separated by global crises.

This work to uplift our community is truly made possible by those who selflessly answer the call to help, whenever and wherever it's needed. We hereby recognize this month of March in honor of their remarkable service, and we ask everyone to join in their commitment to care for one another.

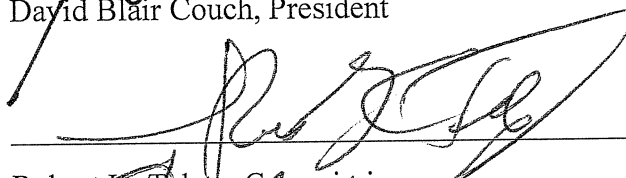
Therefore, The Commissioners of Wood County, West Virginia by virtue of the authority vested in the Commission by the laws of Wood County, WV, do hereby proclaim March 2025 as Red Cross Month. We encourage all citizens of Wood County to reach out and support its humanitarian mission.

APPROVED:

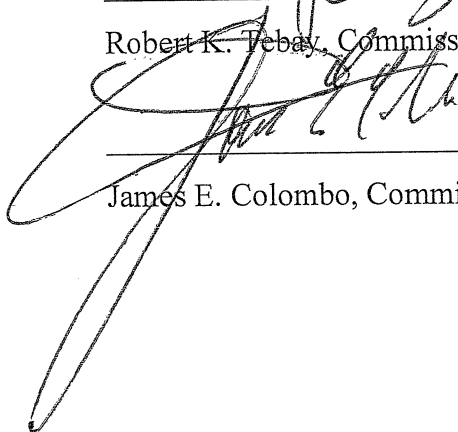
THE COUNTY COMMISSION OF WOOD COUNTY

A large, stylized handwritten signature in black ink, appearing to read 'David Blair Couch', written over a horizontal line.

David Blair Couch, President

A large, stylized handwritten signature in black ink, appearing to read 'Robert K. Tebay', written over a horizontal line.

Robert K. Tebay, Commissioner

A large, stylized handwritten signature in black ink, appearing to read 'James E. Colombo', written over a horizontal line.

James E. Colombo, Commissioner

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Real**
 Tax Ticket: **22962** ✓
 Tax Year: **2024** ✓

Upon the application of **MCCLAIN STEVEN K** whose address is **17 GREENVIEW DR PARKERSBURG, WV 26104-1530** aggrieved by an erroneous assessment in **05 PARKERSBURG 6 0013 0000 0000**, in the County of Wood, for the **2024** 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 **2024** 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.

land contract

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

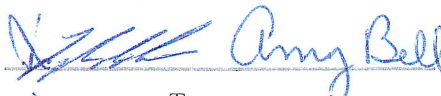
Class Change

Tax Value Table

Assessed	Reduction	New
36540	0	36540


Class 4 changed to 2

Tax Full Year	Reduction	New
1143.38	571.70	571.68

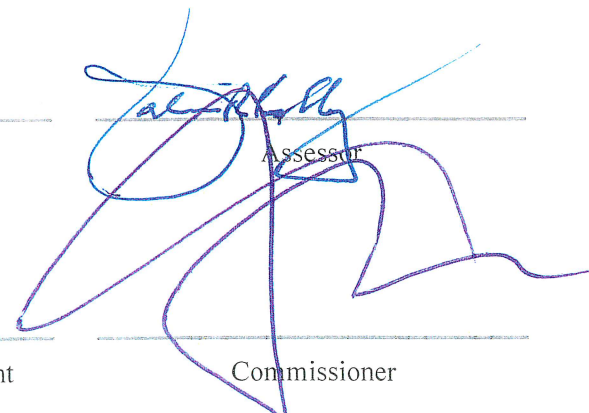

 (304) 699-6239 Taxpayer


 Prosecutor


 Assessor


 Commissioner



 County Commission President


 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 **FEBRUARY 27, 2025**

February 7, 2025 - CM

RECEIVED
 FEB 10 2025
 County Commission

 Amy Bell & Leigh Blair
 4810 9th Ave
 Parkersburg, WV 26101

Wood County
 Joe Gonzalez Clerk
 Instrument 88350307
 02/27/2025 @ 01:34:58 PM
 WOOD COUNTY COMMISSION ORDER
 Book 601 Page 601
 of 1
 02/27/2025 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Personal**

Tax Ticket: **514766**

Tax Year: **2024**

Upon the application of **PECK RITA F** whose address is **3793 BULL RUN RD WAVERLY, WV 26184-0008** aggrieved by an erroneous assessment in **3793 BULL RUN RD WAVERLY, WV 26184-0008**, in the County of Wood, for the **2024** 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 **2024** 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.

2015 Dodge titled 7/19/23 therefore not taxable for 2024.

-2013 WAS TRADED IN ON 2015. 6/23

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	Original	Reduction	New
1	0	0	0
2	0	0	0
3	3360	3360	0

Tax Value Table

Class	Original	Reduction	New
1	.00	.00	.00
2	.00	.00	.00
3	79.94	79.94	.00

Rita Peck

Taxpayer

[Signature]

Prosecutor

[Signature]

Assessor

[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 **FEBRUARY 27, 2025**

February 4, 2025 - MC

PHONE: **304.679.2397**

RECEIVED

FEB 20 2025

County Commission

FEB 10 2025

County Commission

Wood County
Joe Gonzales, Clerk
Instrument 8830308
02/27/2025 @ 01:36:04 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 602
Pages Recorded 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Personal**

Tax Ticket: **1000001287**

Tax Year: **2023**

Upon the application of **PETHTEL BRANDON F**

WATERS PETHTEL ELIZABETH A whose address is **2812 19TH AVE VIENNA, WV 26105** aggrieved by an erroneous assessment in ~~2812 19TH AVE VIENNA, WV 26105~~, in the County of Wood, for the **2023** tax year.
VIENNA DISTRICT

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.

Brandon's ticket&Elizabeth's ticket 417917)doubled on Subara

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	Original	Reduction	New
1	0	0	0
2	0	0	0
4	21600	21600	0

Tax Value Table

Class	Original	Reduction	New
1	.00	.00	.00
2	.00	.00	.00
4	632.00	632.00	.00

Taxpayer

Prosecutor

Assessor

PHONE: 304.991.0797

Commissioner

County Commission President

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 **FEBRUARY 27, 2025**

February 5, 2025 - MC

RECEIVED

FEB 10 2025

County Commission

RECEIVED

FEB 20 2025

County Commission

Wood County
Joe Gonzales, Clerk
Instrument 8836311
02/27/2025 @ 01:37:05 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 605
Pages Recorded 1

WOOD COUNTY COMMISSION
ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Personal**
Tax Ticket: **501288**
Tax Year: **2024**

Upon the application of **STUDIO SCRUBS PKSBG LLC** whose address is **175 DEMENT RD TRIADELPHIA, WV 26059** aggrieved by an erroneous assessment in ~~175 DEMENT RD TRIADELPHIA, WV 26059~~, in the County of Wood, for the **2024** tax year. **PARKERSBURG DISTRICT CITY**

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 **2024** 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.

vehicle (4JGFB4KB3MA374219) was sold prior to 7-1-23

(2021 MERCEDES)

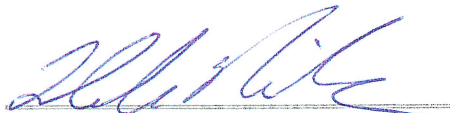
All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of Wood County

Assessment Table

Class	Original	Reduction	New
1	0	0	0
2	0	0	0
4	61772	27150	34622

Tax Value Table


Class	Original	Reduction	New
1	.00	.00	.00
2	.00	.00	.00
4	1932.92	849.54	1083.38

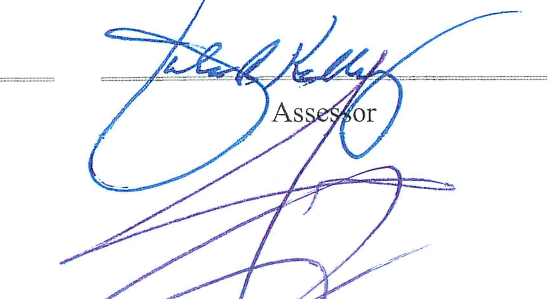

Taxpayer


Prosecutor


Assessor


Commissioner


County Commission President


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 **February 27, 2025**

January 29, 2025 - SE

RECEIVED

FEB 14 2025

County Commission

RECEIVED

FEB 20 2025

County Commission

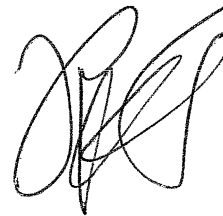
Wood County
Joe Gonzales, Clerk
Instrument 86350306
02/27/2025 @ 01:33:33 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 600
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5685	HEALTH	HIGHMARK WEST VIRGINIA	HAND	02/24/2025	10,302.37	
5686	DENTAL	UNITED CONCORDIA COMPANIES, INC.	HAND	02/24/2025	2,700.62	
5687	DENTAL	UNITED CONCORDIA COMPANIES, INC.	HAND	02/24/2025	2,405.23	
179538	BOWLESP	BOWLES RICE LLP	REGULAR	02/25/2025	9,670.25	
179539	DIV CRIMI	DIVISION OF ADMINISTRATIVE SERVICES	REGULAR	02/25/2025	1,500.00	
179540	MARSHALLB	BRENDA MARSHALL	REGULAR	02/25/2025	75.00	
179541	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	02/25/2025	154.17	
179542	STJOSEPHLANDI	ST. JOSEPH HEALTH CENTER LLC	REGULAR	02/25/2025	18,525.00	
179543	WVBOARD	WEST VIRGINIA BOARD OF RISK AND INSURANCE	REGULAR	02/25/2025	1,997.00	
179544	CAS CABLE	CAS CABLE	REGULAR	02/25/2025	262.99	

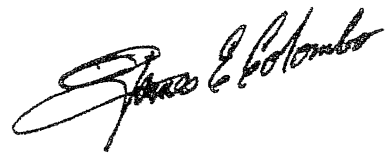
GENERAL FUND Bank Id 101 Totals

47,592.63




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9069	APP-POWER	APPALACHIAN POWER	REGULAR	02/25/2025	147.88	
9070	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	02/25/2025	66.25	
9071	MONPOWER	MON POWER	REGULAR	02/25/2025	230.81	
9072	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	02/25/2025	1,792.54	
9073	VERIZONW	VERIZON WIRELESS	REGULAR	02/25/2025	239.16	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					2,476.64	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1093	CAPITOL BUS	CAPITOL BUSINESS INTERIORS	REGULAR	02/25/2025	30,944.00	

AMERICAN RESCUE PLAN Bank Id 207 Totals

30,944.00

Report Totals

80,750.28

