

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 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 David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, approved minutes of March 3 and 6, 2025.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., Wood County Prosecuting Attorney Pat Lefebure, met with the County Commission to request they sign a Proclamation declaring April as Sexual Assault Awareness Month. A copy of the signed Proclamation is attached to these minutes and shall be made a part thereof.

At 9:42 A.M., the County Commission approved the hiring of Amber Florence as a Telecommunicator for the E-911 Center.

At 9:43 A.M., 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

AUTHORIZE the 2025/2026 fiscal year budget to be sent to the Wood County Finance Department to be submitted to the State of West Virginia. (Order C/242)

The County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE a Resolution authorizing the filing of an Application for a Court Security Fund Grant with the West Virginia Division of Administrative Services/Justice & Community Services. The said grant application is in the amount of Two Hundred Twenty Thousand Dollars and 00/100ths (\$220,000.00). (Order A/3125)

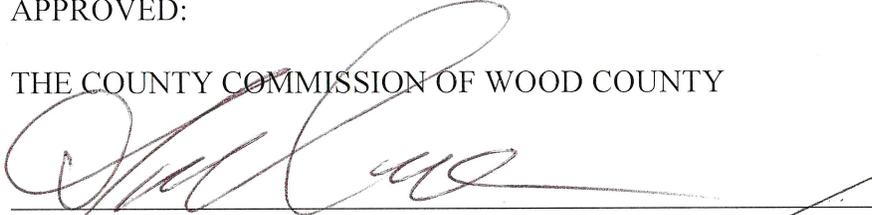
Having no other scheduled appointments or further business to attend to, the County Commission adjourned at 10:01 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

Order A/3125, C/242

APPROVED:

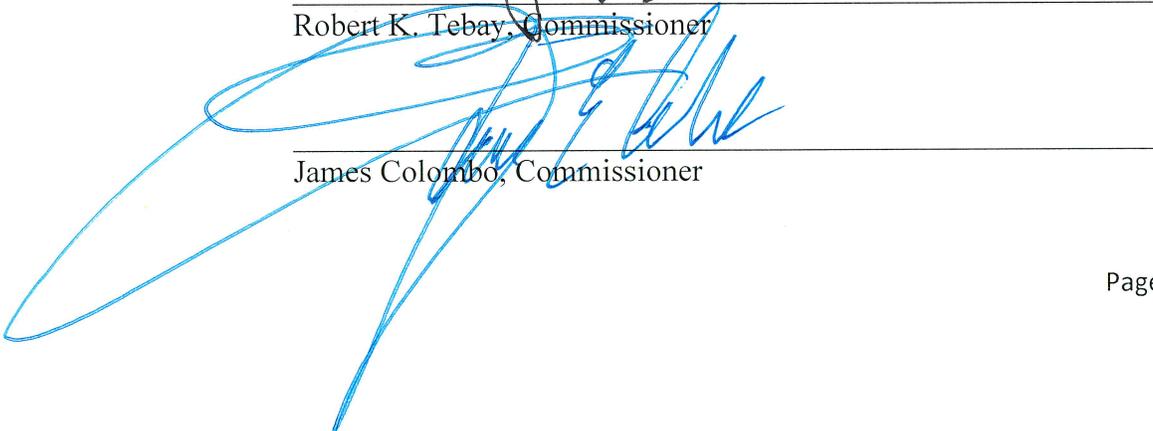
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held March 27, 2025

Please Print

1.	Michelle Curtis - The Arc of MOV for (Sexual Assault Response Team)
2.	Pat Letcher
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Wood County Commission
Agenda

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

9:30 A.M.	Consider Proclamation for Sexual Assault Awareness Month	Pat Lefebure, Prosecuting Attorney
	Consider Request to Hire Amber S. Florence as a full-time Telecommunicator for the E-911 Center - \$40,023.98/yr.	
	Consider approving General County Fund Budget for Fiscal Year 2025/2026	
	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



Sexual Assault Awareness and Prevention Month

Where As: Sexual Assault does not discriminate and touches all communities, regardless of age, disability, race, gender identity, socioeconomic status; and

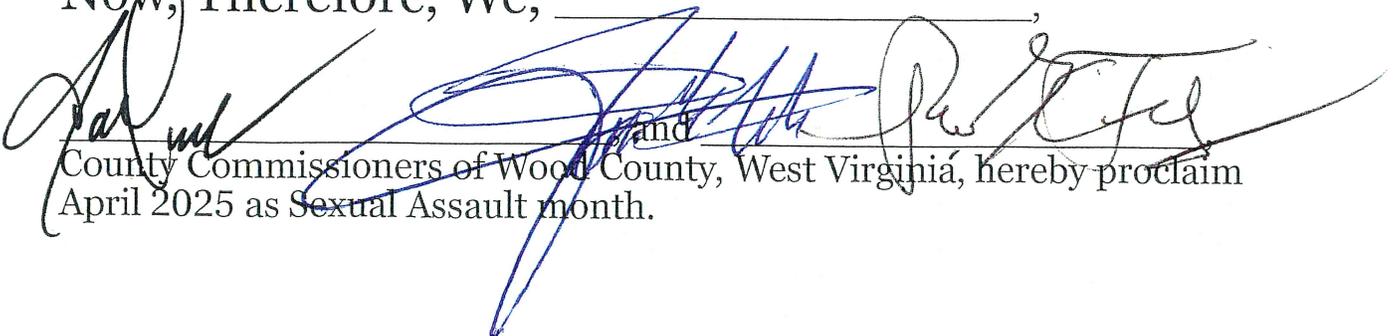
Where As: the effects go far beyond physical, victims often develop psychological conditions, such as depression, post traumatic stress, fear, and anger; and

Where As: few survivors of sexual violence seek help after victimization due to shame or the fear of not being believed. As members of Wood County, West Virginia we must alleviate these fears, and believe these victims, and

Where As: in one year Family Crisis Intervention Center of Region V, INC., provided lifesaving direct services to 977 survivors of domestic violence, and sexual assault throughout their eight-county catchment area; and

Where As: that by creating a collaborative network of shared voices speaking up, and supporting survivors impacted by sexual assault sends a resounding message that sexual assault will not be tolerated, in Wood County, West Virginia. And

Now, Therefore, We, _____,

Three handwritten signatures in blue ink are written over a horizontal line. The signatures are stylized and appear to be of the County Commissioners of Wood County, West Virginia.

County Commissioners of Wood County, West Virginia, hereby proclaim April 2025 as Sexual Assault month.

MARCH 27, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

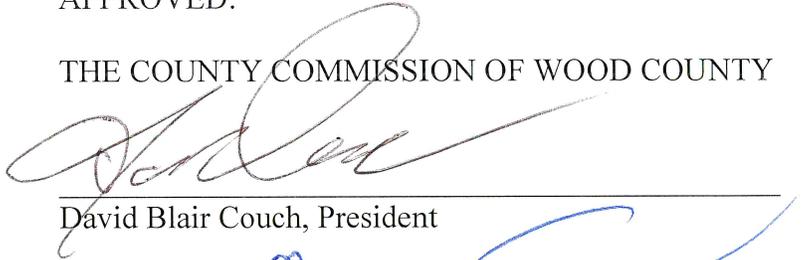
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
AN EXPENDITURE FROM THE OPIOID SETTLEMENT
FUND TO ASSIST HOUSE TO HOME.

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 Authorize an expenditure of thirty thousand dollars and zero cents (\$30,000.00) from the Opioid Settlement Fund. Said expenditure is to assist House to Home with upgrades to their facility.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3125

Wood County
Joe Gonzales, Clerk
Instrument 88352965
03/27/2025 @ 09:24:02 AM
COUNTY COMMISSION ORDER
Book 79 @ Page 726
Pages Recorded 1

MARCH 27, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
THE 2025/2026 FISCAL YEAR BUDGET TO BE SENT TO FINANCE.

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 AUTHORIZE THE 2025/2026 fiscal year budget to be sent to the Wood County Finance Department to be submitted to the State of West Virginia.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/242

Wood County
Joe Gonzales, Clerk
Instrument 88354123
03/27/2025 @ 12:07:02 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 791
Pages Recorded 1

Check Register Report for Wood County Commission

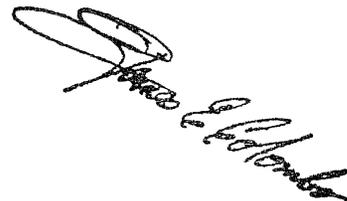
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1095	WVUMEDICINE	WVU MEDICINE	REGULAR	03/24/2025	900,309.00	

AMERICAN RESCUE PLAN Bank Id 207 Totals

900,309.00

Report Totals

1,556,765.53



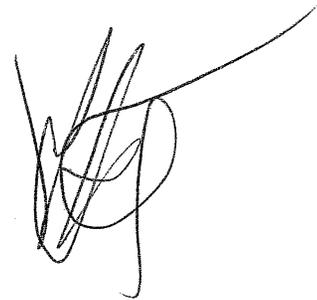
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9094	APP-POWER	APPALACHIAN POWER	REGULAR	03/25/2025	136.68	
9095	LAMP	LAMP PESTPROOF	REGULAR	03/25/2025	128.40	
9096	TIANO	TIANO-KNOPP ASSOCIATES INC	REGULAR	03/25/2025	416.67	
9097	TRACKGROUP	TRACK GROUP	REGULAR	03/25/2025	499.00	
9098	TYLER	TYLER MOUNTAIN WATER CO INC	REGULAR	03/25/2025	9.95	
9099	VERIZONW	VERIZON WIRELESS	REGULAR	03/25/2025	238.52	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					1,429.22	

[Handwritten Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8770	ARTISTIC	ARTISTIC BRONZE INC	REGULAR	03/25/2025	641.68	
8771	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	03/25/2025	8.50	
8772	NOE OFFIC	NOE OFFICE EQUIPMENT	REGULAR	03/25/2025	862.27	
8773	SELECT OFFICE	SELECT OFFICE SERVICES	REGULAR	03/25/2025	2,735.00	
ASSESSOR'S VALUATION Bank Id 156 Totals					<u>4,247.45</u>	



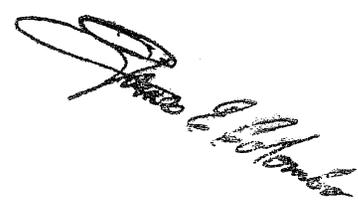
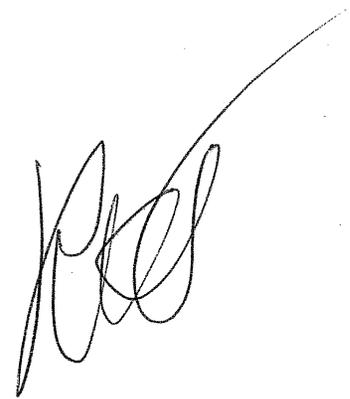
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3990	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	03/25/2025	1,557.00	
3991	BLAVOS	BLAVOS DIESEL REPAIR	REGULAR	03/25/2025	566.72	
3992	BOUND	BOUND TREE MEDICAL LLC	REGULAR	03/25/2025	972.99	
3993	CAS CABLE	CAS CABLE	REGULAR	03/25/2025	201.14	
3994	DOMINIONH	HOPE GAS INC.	REGULAR	03/25/2025	289.20	
3995	HAUL	HAUL AWAY TRASH LLC	REGULAR	03/25/2025	33.25	
3996	LUBECKVFD	LUBECK VFD	REGULAR	03/25/2025	45.21	
3997	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	03/25/2025	78.00	
3998	MONPOWER	MON POWER	REGULAR	03/25/2025	236.35	
3999	WEX	WEX BANK	REGULAR	03/25/2025	493.03	
4000	WHALEYDISTRIE	WHALEY DISTRIBUTING COMPANY	REGULAR	03/25/2025	400.00	
4001	ZIEGLER	ZIEGLER TIRE & SUPPLY CO	REGULAR	03/25/2025	2,177.56	
FIRE SERVICE FEE Bank Id 120 Totals					7,050.45	

Handwritten signatures and initials, including a large signature at the top and several smaller ones below it, some appearing to be dated 3/24/2025.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3737	WVDTL	WV DRUG TESTING LABORATORIES, INC	REGULAR	03/25/2025	647.00	
HOME CONFINEMENT Bank Id 108 Totals					<u>647.00</u>	



Check Register Report for Wood County Commission

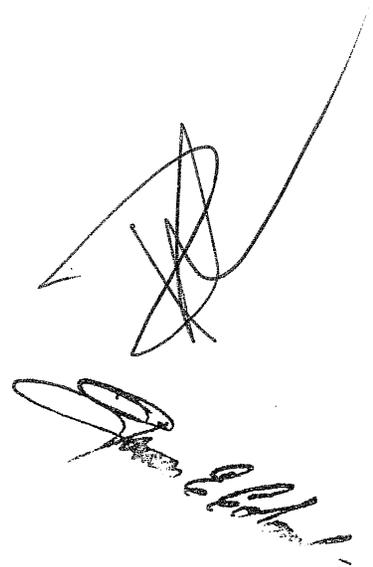
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
179672	CARLIN'S	CARLIN'S BATTERY D	REGULAR	03/25/2025	2,000.00	
179673	CAS CABLE	CAS CABLE	REGULAR	03/25/2025	262.99	
179674	CWS	CWS	REGULAR	03/25/2025	231.99	
179675	DEPT E	DEPARTMENT OF ENVIROMENTAL PROTECTION	REGULAR	03/25/2025	95.00	
179676	EMPIRE	EMPIRE BUILDERS, INC	REGULAR	03/25/2025	2,500.00	
179677	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	03/25/2025	21.50	
179678	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	03/25/2025	307.69	
179679	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	03/25/2025	389,987.39	
179680	HINKLEB	BRENDA HINKLE	REGULAR	03/25/2025	401.00	
179681	INSIGHT	INSIGHT PUBLIC SECTOR INC	REGULAR	03/25/2025	2,162.65	
179682	JEHITTGARAGE	J.E. HITT GARAGE LLC	REGULAR	03/25/2025	1,744.26	
179683	JUST SEW	JUST SEW PEACHY	REGULAR	03/25/2025	55.50	
179684	LIGHTNER	LIGHTNER'S FRAME SERV	REGULAR	03/25/2025	348.69	
179685	NOLANS	NOLAN'S SERVICES LLC	REGULAR	03/25/2025	10,234.88	
179686	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	03/25/2025	154.37	
179687	PEACSOLUTIONS	MARLIN LEASING CORPORATION	REGULAR	03/25/2025	554.43	
179688	PWCADC	PARKERSBURG/WOOD COUNTY AREA DEVELOPMENT	REGULAR	03/25/2025	250.00	
179689	RUNYON	RUNYON LOCK SERVICE	REGULAR	03/25/2025	264.82	
179690	SIR SPEED	SIR SPEEDY PRINTING	REGULAR	03/25/2025	625.60	
179691	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	03/25/2025	1,423.95	
179692	TIMGRAHAM	TIM GRAHAM EXCAVATING LLC	REGULAR	03/25/2025	3,800.00	
179693	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	03/25/2025	2,774.87	
179694	VERIZONW	VERIZON WIRELESS	REGULAR	03/25/2025	81.57	
179695	WCDA	WOOD COUNTY DEVELOPMENT AUTHORITY	REGULAR	03/25/2025	11,250.00	
179696	WV STATE TAX	STATE TAX DEPARTMENT OPERATIONS DIVISION	REGULAR	03/25/2025	24,692.96	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
179697	WVCGSIRP	WVCORP	REGULAR	03/25/2025	4,005.50	

GENERAL FUND Bank Id 101 Totals

460,229.61



Handwritten signature and date: 3/24/2025

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5	AXON ENTERPRI	AXON ENTERPRISE, INC.	REGULAR	03/25/2025	182,852.80	

OPIOID SETTLEMENT Bank Id 040 Totals

182,852.80

James E. B. [unclear]