

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 24, 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 31, 2025, April 3 and 7, 2025.

The oath of office for Jordan Seidler as a Humane Officer was put on record on this date.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission approved the hiring of Anna Richards as a part-time Telecommunicator at the E-911 Center and James Wright as a part-time Court Officer for the Sheriff's Department.

At 9:33 A.M., the County Commission met with Mike Shook, E-911 Director, who requested that they approve a new firewall for their buildings.

At 9:53 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, appointed the following people to the Wood County E-911 Advisory Board: Shawn Graham, City of Williamstown; Dale

McEwuen, Emergency Services; Arnold C. Green Jr., E.I. Dupont (Industry); Beniah Depue, Fraternal Order of Police; Nathan Forshey, Deputy Sheriffs' Association; Sean Smith, Trauma/ES-Camden Clark; Jack Carr, St. Joseph's Ambulance, Gib Jackson, General Public and Mike Shook, E-911 Director with terms expiring on April 30, 2028. The County Commission also appointed Carl Powell, Vienna Police Chief to the Board with a term expiring on April 30, 2026. (Order A/3139)

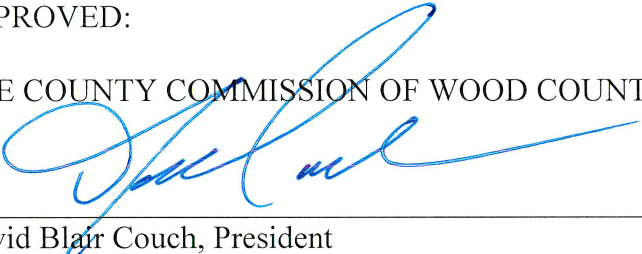
Having no other scheduled appointments or further business to attend to, the County Commission adjourned at 10:01 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3139

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held April 24, 2025

Please Print

1.	<i>Mike Shook</i>
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Wood County Commission
Agenda

April 24, 2025 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Discuss proposal for Firewall Purchase for both E-911 sites	Mike Shook, E-911 Director
	Consider appointing members to the E-911 Advisory Board	
	Consider Request to Hire Anna C. Richards as a Part-Time Telecommunicator at the E-911 Center - \$17.49/hr.	
	Consider Request to Hire James M. Wright as a Part-Time Court Officer for the Sheriff's Department - \$16.00/hr.	
	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

APRIL 24, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED SHAWN GRAHAM, DALE MCEWUEN, ARNOLD C. GREEN, JR., BENIAH DEPUE, NATHAN FORSHEY, SEAN SMITH, JACK CARR, GIB JACKSON, MIKE SHOOK AND CARL POWELL TO THE WOOD COUNTY E-911 COMMUNICATIONS ADVISORY BOARD.

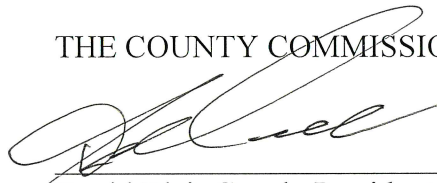
ORDER

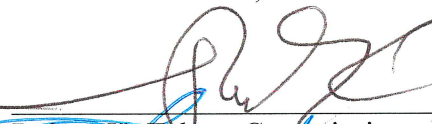
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by Robert K. Tebay and made unanimous by James E. Colombo, appointed the following people to the Wood County E-911 Advisory Board: Shawn Graham, City of Williamstown; Dale McEwuen, Emergency Services; Arnold C. Green Jr., E.I. Dupont (Industry); Beniah Depue, Fraternal Order of Police; Nathan Forshey, Deputy Sheriffs' Association; Sean Smith, Trauma/ES-Camden Clark; Jack Carr, St. Joseph's Ambulance, Gib Jackson, General Public and Mike Shook, E-911 Director with terms expiring on April 30, 2028.

The County Commission also appointed Carl Powell, Vienna Police Chief to the Board with a term expiring on April 30, 2026,

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

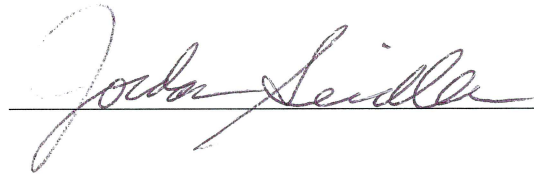
A/3139

Wood County
Joe Gonzales, Clerk
Instrument 88354435
04/24/2025 @ 12:04:48 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 795
Pages Recorded 1

STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO –WIT:

I, Jordan Seidler 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 the office of Humane Officer in 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 23rd day of April, 2025.



County Commission of Wood County

Wood County
Joe Gonzales, Clerk
Instrument 8833850
04/24/2025 @ 02:52:11 PM
COUNTY COMMISSION ORDER
Book 79 @ Page 789
Pages Recorded 1



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



April 24, 2025

Wood County Commission
#1 Court Square
Parkersburg, WV 26101

Dear Commissioners:

This letter is to advise you Amber S. Florence resigned her position as a Full – Time Telecommunicator effective April 10, 2025. Her current employer offered her an incentive to stay.

She never actually worked any hours. She is not due any final pay.

Respectfully,

W.M. Shook, Director
Wood County E911/HSEM

Wood County
Joe Gonzales, Clerk
Instrument 88353971
04/24/2025 @ 09:42:24 AM
CLINTY COMMISSION ORDER
Book 79 @ Page 790
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4047	PEOPLES B	PEOPLES BANK	REGULAR	04/22/2025	41,243.63	

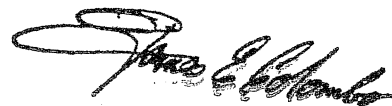
FIRE SERVICE FEE Bank Id 120 Totals 41,243.63

Report Totals 41,243.63


James E. Colombo

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9124	CHURAMY	CHURCH AMY SPENCER	REGULAR	04/21/2025	189.00	
9125	DIV CRIMI	DIVISION OF ADMINISTRATIVE SERVICES	REGULAR	04/21/2025	88.00	
9126	DMV	DIVISION OF MOTOR VEHICLES	REGULAR	04/21/2025	1,875.00	
9127	LAMP	LAMP PESTPROOF	REGULAR	04/21/2025	128.40	
9128	MONPOWER	MON POWER	REGULAR	04/21/2025	45.90	
9129	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	04/21/2025	19.21	
9130	PHONECOMPAN	THE PHONE COMPANY, LLC	REGULAR	04/21/2025	375.00	
9131	VERIZONW	VERIZON WIRELESS	REGULAR	04/21/2025	236.26	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					2,956.77	



Check Register Report for Wood County Commission

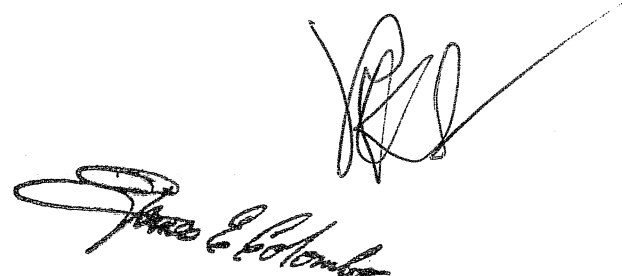
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
710	SELECT OFFICE	SELECT OFFICE SERVICES	REGULAR	04/21/2025	11,994.00	

CAPITAL RESERVE Bank Id 247 Totals

11,994.00

Report Totals

155,963.28

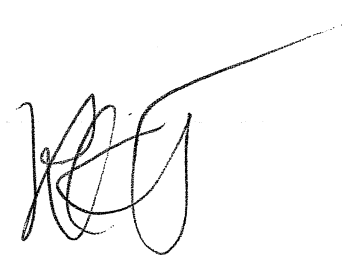


Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3740	AT&T MOBILE	AT&T MOBILITY	REGULAR	04/21/2025	320.27	

HOME CONFINEMENT Bank Id 108 Totals

320.27

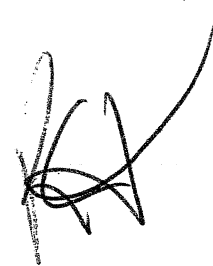
A large, stylized handwritten signature in black ink, possibly reading "J. H. G.", located in the lower right quadrant of the page.A handwritten signature in black ink, possibly reading "James E. Colombo", located in the lower center of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4035	CAS CABLE	CAS CABLE	REGULAR	04/21/2025	200.98	
4036	CITYOFBELPREE	CITY OF BELPRE EMS, INC	REGULAR	04/21/2025	150.00	
4037	FIRSTSTATEBAN	FIRST STATE BANK OF LIVINGSTON	REGULAR	04/21/2025	13,420.90	
4038	ITECH	ITECH	REGULAR	04/21/2025	17.66	
4039	LUBECKVFD	LUBECK VFD	REGULAR	04/21/2025	810.70	
4040	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	04/21/2025	1,207.00	
4041	MONPOWER	MON POWER	REGULAR	04/21/2025	191.43	
4042	REPUBLIC	REPUBLIC FIRST NATIONAL CORP.	REGULAR	04/21/2025	55.20	
4043	SIR SPEED	SIR SPEEDY PRINTING	REGULAR	04/21/2025	265.34	
4044	SUB-AQUATICS	SUB-AQUATICS, INC.	REGULAR	04/21/2025	1,334.27	
4045	WBWELLSCO	W.B. WELLS CO., INC.	REGULAR	04/21/2025	637.40	
4046	WEX	WEX BANK	REGULAR	04/21/2025	325.82	

FIRE SERVICE FEE Bank Id 120 Totals

18,616.70

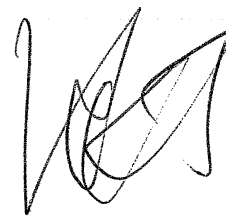
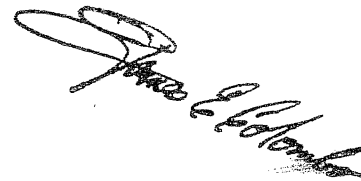



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9153	SPROLEVI	SPROUSE LEVI	VOID	04/21/2025	(205.90)	X
9251	SPROLEVI	SPROUSE LEVI	REGULAR	04/21/2025	205.90	
9252	CINTAS	CINTAS CORPORATION	REGULAR	04/21/2025	91.56	
9253	FRONTIER	FRONTIER	REGULAR	04/21/2025	230.99	
9254	JANI-SOUR	JANI-SOURCE	REGULAR	04/21/2025	51.99	
9255	LAMP	LAMP PESTPROOF	REGULAR	04/21/2025	400.00	
9256	SHOOWILL	SHOOK WILLIAM M.	REGULAR	04/21/2025	9.00	
9257	SWC	SHERIFF OF WOOD COUNTY	REGULAR	04/21/2025	62,250.51	

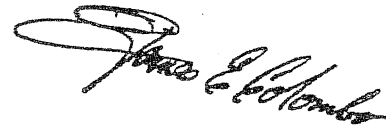
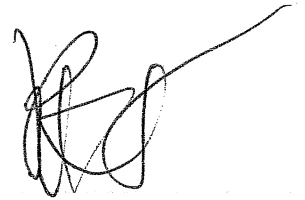
E-911 FUND Bank Id 107 Totals

63,034.05

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
179819	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	04/21/2025	2,357.31	
179820	VERIZONW	VERIZON WIRELESS	REGULAR	04/21/2025	81.56	
179821	VIENNA PU	VIENNA PUBLIC LIBRARY	REGULAR	04/21/2025	20,684.50	
179822	WV-DEPT E	WORKFORCE WEST VIRGINIA	REGULAR	04/21/2025	203.17	
GENERAL FUND Bank Id 101 Totals					53,283.93	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
31	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	04/21/2025	5,757.56	
COUNTY FIRE PROTECTION Bank Id 041 Totals					5,757.56	

James E. Colombo

[Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
179794	ASTORGFORD	ASTORG FORD LINCOLN-MERCURY	REGULAR	04/21/2025	6,695.85	
179795	AT&T MOBILE	AT&T MOBILITY	REGULAR	04/21/2025	3,643.51	
179796	BARRETTJ	J. J. BARRETT	REGULAR	04/21/2025	201.74	
179797	CAPITOL CITY	LAUREN BELISLE	REGULAR	04/21/2025	138.25	
179798	CUSTOMIMAGES	CUSTOM IMAGES, LLC	REGULAR	04/21/2025	5,274.14	
179799	CWS	CWS	REGULAR	04/21/2025	231.99	
179800	FOUGTONY	FOUGHT TONYA	REGULAR	04/21/2025	196.37	
179801	FUEL MASTER	FUEL MASTER	REGULAR	04/21/2025	1,275.00	
179802	GENERALSA	GENERAL SALES CO.	REGULAR	04/21/2025	4,277.46	
179803	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	04/21/2025	28.00	
179804	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	04/21/2025	582.15	
179805	IPCT	IPC TECHNOLOGIES, INC.	REGULAR	04/21/2025	3,785.88	
179806	JARRELLN	NANCY S. JARRELL, CCR	REGULAR	04/21/2025	556.85	
179807	JOHNKATE	JOHNSON KATELIN	REGULAR	04/21/2025	161.46	
179808	LAMP	LAMP PESTPROOF	REGULAR	04/21/2025	50.00	
179809	LEXIS	RELX INC. DBA LEXISNEXIS	REGULAR	04/21/2025	616.32	
179810	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	04/21/2025	275.00	
179811	MOORED	DAVID KYLE MOORE	REGULAR	04/21/2025	112.00	
179812	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	04/21/2025	228.13	
179813	OPTIMUM	OPTIMUM WATER SOLUTIONS . INC.	REGULAR	04/21/2025	129.00	
179814	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	04/21/2025	154.27	
179815	PALMERIC	PALMER ERICA NICOLE	REGULAR	04/21/2025	87.00	
179816	PEACSOLUTIONS	MARLIN LEASING CORPORATION	REGULAR	04/21/2025	561.02	
179817	PULLIN	PULLIN FOWLER FLANAGAN BROWN POE PLLC	REGULAR	04/21/2025	220.00	
179818	RUNYON	RUNYON LOCK SERVICE	REGULAR	04/21/2025	376.00	