

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, JUNE 26, 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.

AGENDA AND DISCUSSION ITEMS

At 9:38 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, announced that vacancies exist on the Wood County Alternative Transportation System Council due to terms expiring July 15, 2025.

Vacant	representing trail user community
Vacant	representing trail user community
Vacant	representing the business community
Vacant	representing the business community
Vacant	representing private landowners
Chris Swarr	representing Wood County Parks
Vacant	representing the Historical Community
Vacant	representing the City of Parkersburg
Vacant	representing the City of Parkersburg
Vacant	representing the City of Vienna
Vacant	representing the City of Vienna
Patrick Ward	representing the City of Williamstown
Vacant	representing the City of Williamstown
Vacant	representing the City of North Hills
Vacant	representing WVU-P

Jonathan Defibaugh	representing Mid-Ohio Valley Regional Council
Vacant	representing Mid-Ohio Valley Regional Council
Vacant	representing the WV Dept. of Transportation
Vacant	representing the WV State Parks

The terms will be for two (2) years and will expire on July 15, 2027. (Order A/3159)

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, placed the name of Dennis McAtee in nomination to fill a vacancy on the Wood County Fire Board, as authorized in West Virginia State Code 7-17-6. The new term will expire June 5, 2028. (Order A/3162)

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, announced that a vacancy exists on the Enforcement Agency for the Abandoned and Dilapidated Building Ordinance. The vacancy is due to Stephen Smith's term expiring on July 23, 2025. (Order A/3160)

At 9:45 A.M., the County Commission held a hearing in regard to the Estate of Jennifer Stewart. Andrea Stewart, Administratrix, was present. The Petitioner did not appear. Patrick McFarland appeared in person to assist Joshua Stewart in getting matters resolved. After review and discussion, an agreement was made that Mr. McFarland and Mr. Tebay will be in contact with each other and try to resolve the issues. (Probate Order)

At 10:06 A.M., the County Commission held a hearing in regard to the Estate of Grace Starcher. Craig A. Starcher, Petitioner and Beneficiary for the Estate, requested a Status Hearing. William Merriman, Counsel for Debra A. Hendershot, Executrix for the Estate. After review and discussion, the County Commission did allow thirty days for the Petitioner to have the real estate

appraised due to the fact that there was a question regarding the value of said real estate listed on the Appraisement. (Probate Order)

At 10:17 A.M., upon motion of David Blair Couch, seconded by James Colombo and made unanimous by Robert K. Tebay, 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, Sections 4, as amended. The said Robert K. Tebay, James E. Colombo and David Blair Couch, County Commissioners, met with Marty Seufer, County Administrator, and Pat Lefebure, Prosecuting Attorney. All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was held, which was covered by personnel matters. The Commission, having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:23 o'clock A.M. (Order C/255)

Having no other scheduled appointments or further business to attend to, the County Commission adjourned at 10:27 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3159, A/3160, A/3162, C/255, Probate Orders , A/3186

APPROVED:


THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission
Agenda

June 26, 2025 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider announcing vacancies on the Wood County Alternative Transportation System Council	
	Consider putting Dennis McAtee in nomination to the Wood County Fire Board	
	Consider announcing a vacancy on the Enforcement Agency for the Abandoned and Dilapidated Building Ordinance	
9:45 A.M.	Estate of Jennifer R. Stewart – Status Hearing	Joshua Stewart, Petitioner
10:00 A.M.	Estate of Grace E. Starcher – Status Hearing	Craig Starcher, Beneficiary and Petitioner
	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

Wood County Commission Meeting
Held June 26, 2025

Please Print

1.	Andrea Stewart / Andrea Stewart
2.	Nicholas Stewart
3.	Bill Merriman
4.	Debbie Henderson
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JUNE 26, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

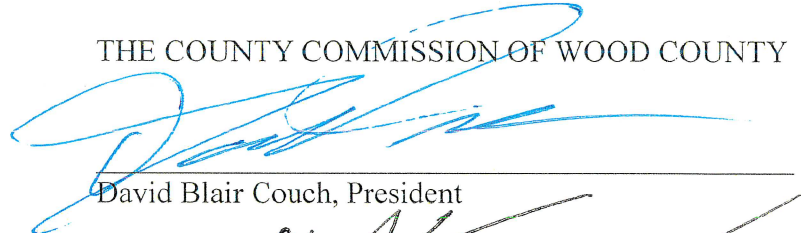
IN RE: THE COUNTY COMMISSION PLACED THE NAME OF DENNIS MCATEE IN NOMINATION TO FILL A VACANCY ON THE WOOD COUNTY FIRE BOARD.

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, placed the name of Dennis McAtee in nomination to fill a vacancy on the Wood County Fire Board, as authorized in West Virginia State Code 7-17-6. The new term will expire June 5, 2028.

APPROVED:

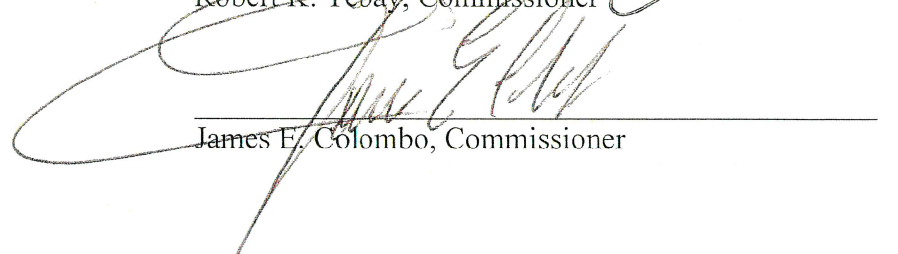
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3162

REC'D BY: [illegible]
DATE: [illegible]
TIME: [illegible]
OFFICE: [illegible]
COUNTY: [illegible]

JUNE 26, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT A VACANCY WILL EXIST ON THE ENFORCEMENT AGENCY FOR THE ABANDONED AND DILAPIDATED BUILDING ORDINANCE.

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, announced that a vacancy exists on the Enforcement Agency for the Abandoned and Dilapidated Building Ordinance. The vacancy is due to Stephen Smith's term expiring on July 23, 2025.

APPROVED:

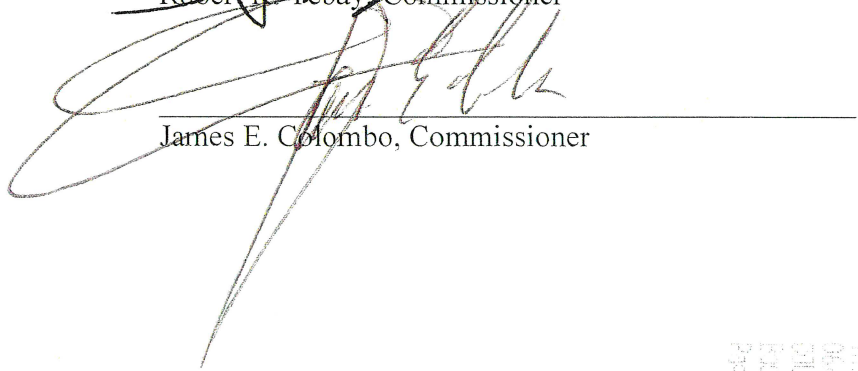
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3160

WOOD COUNTY
COUNTY CLERK
JUL 2 2025 10:00 AM
COUNTY CLERK'S OFFICE
200 W. MAIN ST.
MARTINSBURG, WV 26150

JUNE 26, 2025

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 26th day of June, 2026, at 10:17 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James Colombo and made unanimous by Robert K. Tebay, 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, Sections 4, as amended:

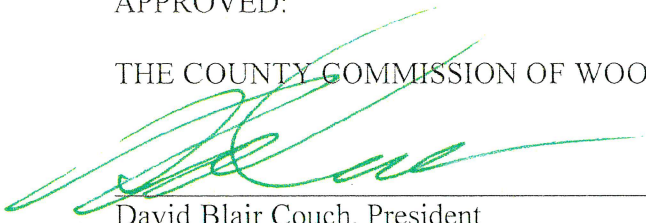
WHEREUPON, the said Robert K. Tebay, James E. Colombo and David Blair Couch, County Commissioners, met with Marty Seufer, County Administrator; and Pat Lefebure, Prosecuting Attorney.

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

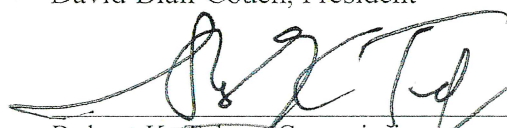
The Commission, having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:23 o'clock A.M.

APPROVED:

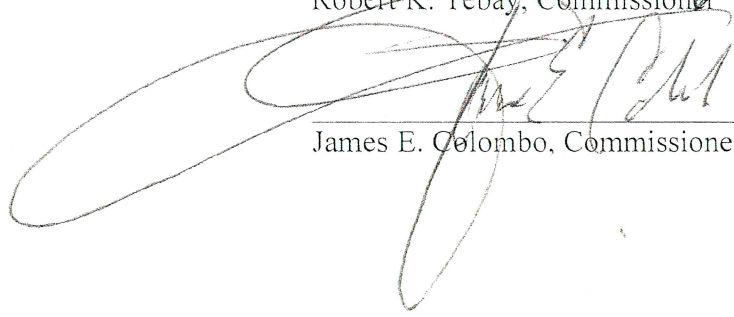
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/255

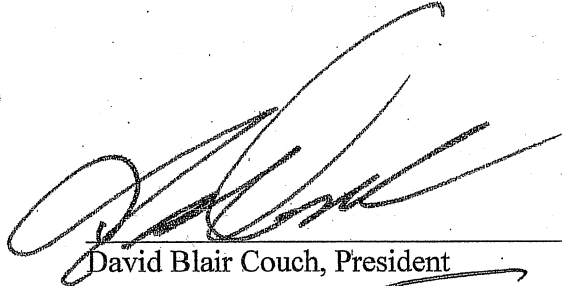
REC'D
JUN 26 2025
WOOD COUNTY COMMISSION
COURTHOUSE
PARKERSBURG, WV
26030

June 26, 2025

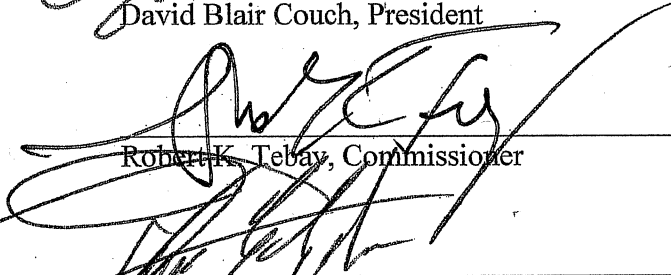
IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA
IN RE: ESTATE OF JENNIFER RAE STEWART, DECEASED
ORDER

This day came Andrea Stewart, Administratrix for the Estate of JENNIFER RAE STEWART, deceased. The Petitioner, JOSHUA STEWART, did not appear as he requested a Status Hearing. Patrick McFarland, appeared in person on behalf of the deceased, JENNIFER RAE STEWART, to assist JOSHUA STEWART, on getting matters resolved. No vote was taken by an agreement was made that Patrick McFarland and Robert K. Tebay, III, Council for the Administratrix, be in contact with each other, to try and resolve the issues at hand.

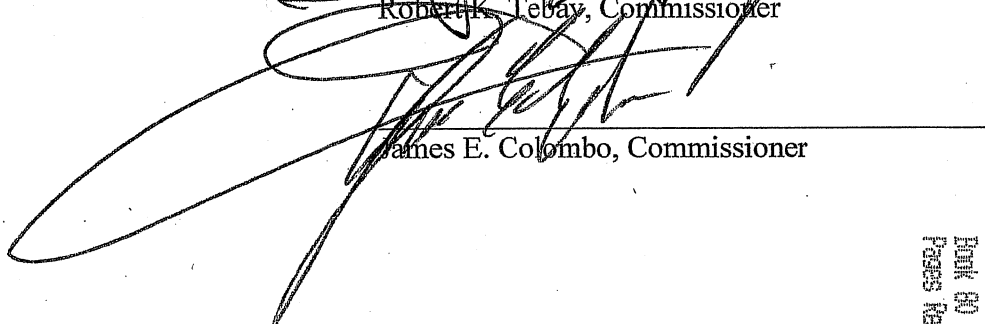
APPROVED:



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

Wood County
Joe Gonzales, Clerk
Instrument 8838819
06/26/2025 @ 11:36:07 AM
PLUTIFY ORDER
BOOK NO & PAGE 5
Pages Recorded 1

June 26, 2025

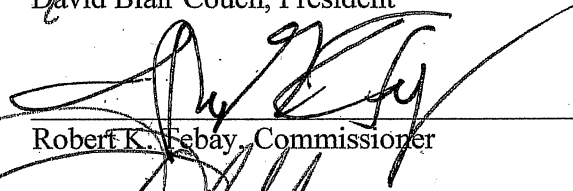
IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA
IN RE: ESTATE OF GRACE ELAINE STARCHER, DECEASED
ORDER

This day came Craig Allen Starcher, Petitioner and Beneficiary for the Estate of GRACE ELAINE STARCHER, deceased, requesting a Status Hearing. Also appearing, was William O. Merriman, Council for Debra Ann Hendershot, Executrix, for the Estate of GRACE ELAINE STARCHER, deceased. No vote was taken, but County Commission did allow 30 days for the Petitioner to have the real estate appraised, due to the fact that there was a question regarding the value of said real estate listed on the Appraisement.

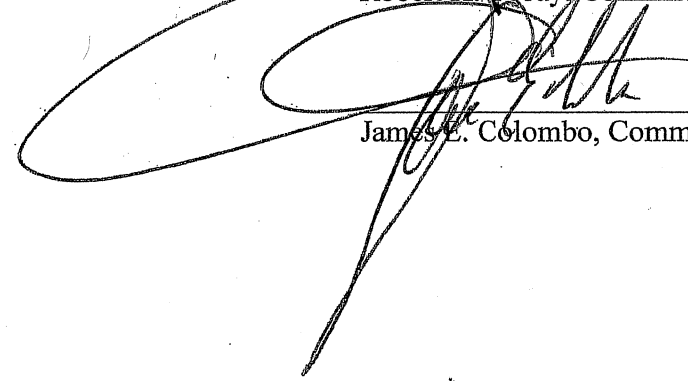
APPROVED:



David Blair Couch, President



Robert K. Feby, Commissioner



James E. Colombo, Commissioner

Wood County
Jae Gonzalez, Clerk
Instrument 8838818
06/26/2025 @ 11:36:10 AM
FINANCIAL ORDER
Book 00 @ Page 4
Pages Recorded 1

JUNE 26, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE BIDS TO BE ADVERTISED FOR THE DEMOLITION AND REMOVAL OF A DILAPIDATED SINGLE-WIDE, SMALL STORAGE BUILDING, ALL TRASH, AND DEBRIS WITHIN PROPERTY LOCATED AT 225 EMERICK LANE, WALKER, WV 26180.

ORDER

On this date, 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 bids to be let out and advertised for for the demolition and removal of a dilapidated single-wide, small storage building, all trash, and debris within the property located at 225 Emerick Lane, Walker, WV 26180.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9	WHITESIDE	WHITESIDE CHEVROLET, INC.	REGULAR	06/24/2025	54,800.00	

OPIOID SETTLEMENT Bank Id 040 Totals 54,800.00

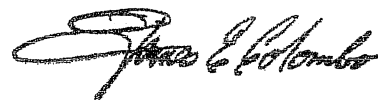
James E. Colombo
[Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5811	MONPOWER	MON POWER	REGULAR	06/18/2025	10,051.02	

GENERAL FUND Bank Id 101 Totals 10,051.02

Report Totals 10,051.02



Check Register Report for Wood County Commission

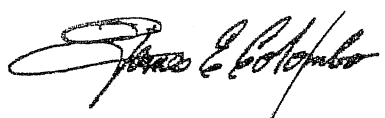

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
180081	AAP	ADVANCE AUTO PARTS	REGULAR	06/24/2025	139.04	
180082	ACTIVE911	ACTIVE911 INC	REGULAR	06/24/2025	162.00	
180083	BEAMERS	BEAMERS AUTO BODY	REGULAR	06/24/2025	1,232.59	
180084	BOSLEYCON	J.C. BOSLEY CONSTRUCTION	REGULAR	06/24/2025	7,800.00	
180085	BOSOLIND	BOSO LINDSEY A	REGULAR	06/24/2025	161.58	
180086	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	06/24/2025	28.00	
180087	HANCOCKD	DAVID WAYNE HANCOCK	REGULAR	06/24/2025	56.00	
180088	INSIGHT	INSIGHT PUBLIC SECTOR INC	REGULAR	06/24/2025	1,621.99	
180089	JARRELLN	NANCY S. JARRELL, CCR	REGULAR	06/24/2025	365.75	
180090	MCNEALY	NANCY MCNEALY, CCR	REGULAR	06/24/2025	38.50	
180091	MOORED	DAVID KYLE MOORE	REGULAR	06/24/2025	56.00	
180092	MSESC	MOUNTAIN STATE EDUCATIONAL SERVICES	REGULAR	06/24/2025	180.00	
180093	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	06/24/2025	1,591.59	
180094	WISE GUYS	WISE GUYS POLICE TRAINING AND SERVICES	REGULAR	06/24/2025	520.00	
GENERAL FUND Bank Id 101 Totals					13,953.04	

James E. Colombo

[Signature]

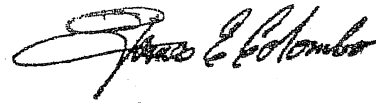

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9303	AT&T MOBILE	AT&T MOBILITY	REGULAR	06/24/2025	512.01	
9304	DEAN'S	DEAN'S SCREENS INK	REGULAR	06/24/2025	737.80	
9305	MEDEXPRESS	MEDEXPRESS URGENT CARE INC WV	REGULAR	06/24/2025	285.00	
E-911 FUND Bank Id 107 Totals					1,534.81	

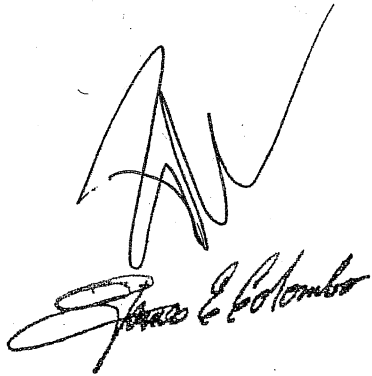
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4152	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	06/24/2025	191.02	
4153	BLAVOS	BLAVOS DIESEL REPAIR	REGULAR	06/24/2025	1,733.92	
4154	MOUNTAIN ST E	MOUNTAIN STATE ESC	REGULAR	06/24/2025	350.00	
FIRE SERVICE FEE Bank Id 120 Totals					2,274.94	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9190	APP-POWER	APPALACHIAN POWER	REGULAR	06/24/2025	116.38	
9191	LAMP	LAMP PESTPROOF	REGULAR	06/24/2025	128.40	
9192	MONPOWER	MON POWER	REGULAR	06/24/2025	216.63	
9193	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	06/24/2025	904.55	
9194	VERIZONW	VERIZON WIRELESS	REGULAR	06/24/2025	236.16	
9195	WVDTL	WV DRUG TESTING LABORATORIES, INC	REGULAR	06/24/2025	1,315.85	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					2,917.97	
Report Totals					75,480.76	



James E. Colombo