

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, JULY 7, 2025

PRESENT: DAVID BLAIR COUCH, PRESIDENT
JAMES E. COLOMBO, COMMISSIONER

ABSENT: ROBERT K. TEBAY, 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 9:30 A.M., there were no public comments.

At 9:31 A.M., Jeremy Montgomery was sworn in as a member of the 4th Circuit Public Defender Corporation Board.

At 9:32 A.M., Barron Calebaugh was sworn in as a Deputy Assessor/Appraiser.

At 9:38 A.M., the County Commission approved the hiring of Taylor Anderson as a Victims Advocate in the Prosecuting Attorney's Office. She was also sworn in on this date.

At 9:58 A.M., the County Commission approved the hiring of Roger VanFossen as a Tactical Medic for the Sheriff's Department.

At 10:23 A.M., the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and passed, appointed Dennis McAtee (Magisterial District B) to fill a vacancy on the Wood County Fire Board, as authorized in West Virginia State Code 7-17-6. Mr. McAtee's term will expire June 5, 2028. (Order A/3166)

Having no other scheduled appointments or further business to attend to, the County Commission adjourned at 10:23 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3166

APPROVED:

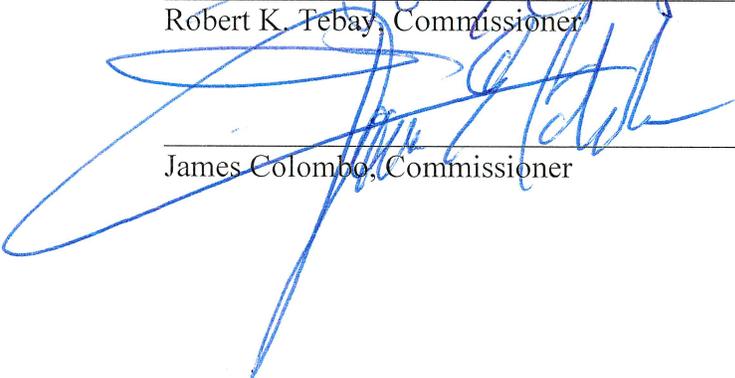
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission
Agenda

July 7, 2025 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Public Comment	
	Consider Request to Hire Sierra Widener as a part-time telecommunicator at the E-911 Center - \$18.37/hr.	
	Consider Request to Hire Roger S. VanFossen as a part-time Tactical Medic for the Sheriff's Department - \$17.54/hr.	
	Consider Request to Hire Taylor Anderson as a Victim Advocate for the Prosecuting Attorney's Office - \$37,000.00/yr.	
	Consider appointing Dennis McAtee to the Wood County Fire Board	
	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

The County Commission of Wood County

No. 1 Court Square, Suite 203 Parkersburg, West Virginia 26101
(304) 424-1984



DAVID BLAIR COUCH
President

ROBERT K. TEBAY
Commissioner

JAMES E. COLOMBO
Commissioner

PUBLIC COMMENT PORTION OF WOOD COUNTY COMMISSION MEETINGS

SIGN-IN SHEET

3 MINUTES PER PERSON

JULY 28, 2025

PLEASE PRINT NAME	ADDRESS

Wood County Commission Meeting
Held July 7, 2025

Please Print

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JULY 7, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION APPOINTED DENNIS
MCATEE TO 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 passed, appointed Dennis McAtee (Magisterial District B) to fill a vacancy on the Wood County Fire Board, as authorized in West Virginia State Code 7-17-6. Mr. McAtee's term will expire June 5, 2028.

APPROVED:

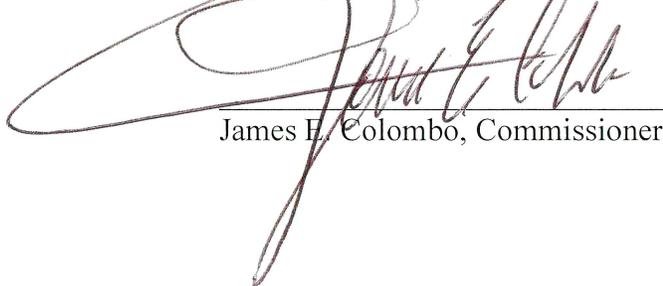
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

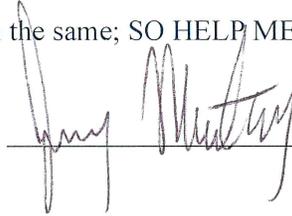
A/3166

Wood County
Joe Gonzalez, Clerk
Instrument 88359856
07/07/2025 @ 11:31:18 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 34
Pages Recorded 1

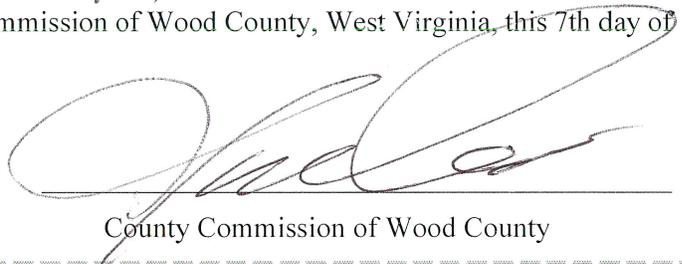
STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Jeremy Montgomery, 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 the 4th Circuit Public Defender Corporation Board member 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 7th day of July, 2025.



County Commission of Wood County

Wood County
Joe Gonzales, Clerk
Instrument: 88358614
07/07/2025 @ 10:07:43 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 1
Pages Recorded 1

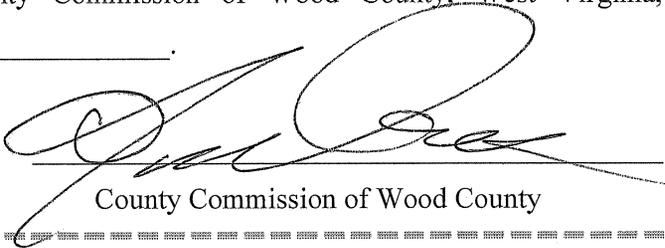
STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Barron Calebaugh, 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 Deputy Assessor/Appraiser 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 7th day of July 2025.



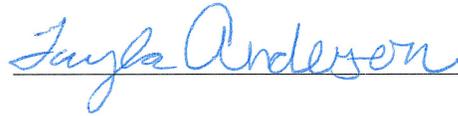
County Commission of Wood County

Wood County
Joe Gonzales, Clerk
Instrument 8838615
07/07/2025 @ 10:09:13 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 2
Pages Recorded 1

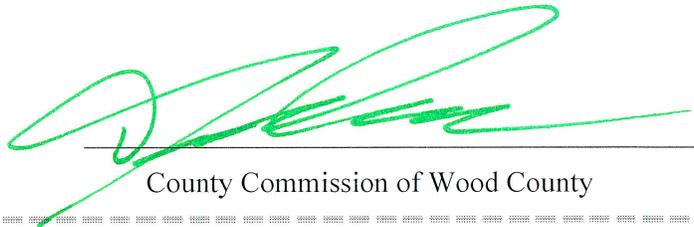
STATE OF WEST VIRGINIA
COUNTY OF WOOD }

TO -WIT:

I, Taylor Anderson, 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 Victim Advocate 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 7th day of July, 2025.



County Commission of Wood County

Wood County
Joe Gonzales, Clerk
Instrument 8838616
07/07/2025 @ 10:10:29 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 3
Pages Recorded 1