

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, JULY 10, 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 9:30 A.M., the County Commission discussed pay issues and the need for a new roof at the E-911 Center.

At 9:44 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 bids to be advertised for a replacement roof at the E-911 Center. (Order A/3167)

At 9:46 A.M., the County Commission approved the hiring of Kyle Conway as a Telecommunicator for the E-911 Center.

At 9:50 A.M., the County Commission discussed the storage of old records for the Prosecuting Attorney's Office and the County Clerk's Office.

At 9:53 A.M., the County Commission discussed the jail bill increase.

At 10:04 A.M., the County Commission Office received a proposed sewer and water rate increases for Claywood Public Service District. The County Commission requested that the Director appear on an upcoming Commission agenda.

Having no other scheduled appointments or further business to attend to, the County Commission adjourned at 10:36 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3167

APPROVED:

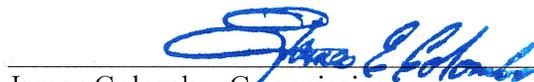
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission
Agenda

July 10, 2025 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider Request to Hire Kyle P. Conway as a full-time Telecommunicator for the E-911 Center - \$42,025.18/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, 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

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 7, 2025

PLEASE PRINT NAME	ADDRESS

Wood County Commission Meeting
Held July 10, 2025

Please Print

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JULY 10, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
BIDS TO BE SOUGHT FOR A REPLACEMENT ROOF FOR
THE E-911 BUILDING.

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 bids to be advertised for a replacement roof at the E-911 Center.

APPROVED:

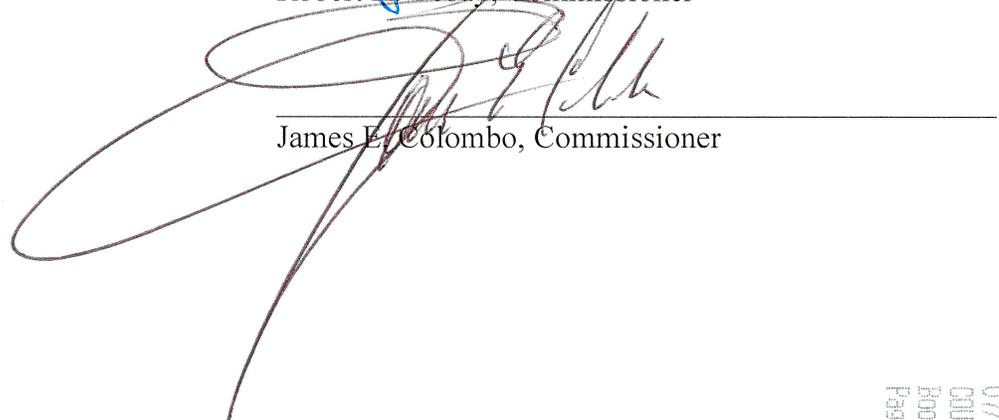
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3167

Wood County
JOB GONZALES, CLERK
Instrument 88359853
07/10/2025 @ 11:38:06 AM
COUNTY COMMISSION ORDER
BOOK 80 @ PAGE 37
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2843	ASSESSOR V	ASSESSOR VALUATION FUND	REGULAR	07/08/2025	2,395.00	
2844	E911FUND	E911 FUND	REGULAR	07/08/2025	479.00	
2845	SWC	SHERIFF OF WOOD COUNTY	REGULAR	07/08/2025	113,689.48	
2846	SWC61	Sheriff of Wood County	REGULAR	07/08/2025	8,872.90	
2847	SWC62	Sheriff of Wood County	REGULAR	07/08/2025	8,872.90	
2848	WV ST AUD	WV STATE AUDITOR	REGULAR	07/08/2025	20,732.91	
2849	WV ST TRE	WV STATE TREASURER'S OFFICE	REGULAR	07/08/2025	9,973.00	
2850	WVAFFORD	WV HOUSING DEVELOPMENT FUND	REGULAR	07/08/2025	3,000.00	
2851	WVHDF	WV HOUSING DEVELOPMENT FUND	REGULAR	07/08/2025	120.00	

COUNTY CLERK Bank Id 405 Totals

168,135.19

James C. Columbus



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7203	1STSIGNATURE	1ST SIGNATURE	REGULAR	07/08/2025	20.00	
7204	ACCURATE EQ	ACCURATE EQUITY GROUP	REGULAR	07/08/2025	1.00	
7205	APPROVED	APPROVED ATTORNEYS TITLE CO	REGULAR	07/08/2025	27.00	
7206	BESTITLE	BEST TITLE AGENCY INC.	REGULAR	07/08/2025	2.00	
7207	EQUITY	EQUITY NATIONAL TITLE & CLOSING SERVICES INC	REGULAR	07/08/2025	20.00	
7208	FLUHARTY	FLUHARTY & TOWNSEND	REGULAR	07/08/2025	1.00	
7209	GOLDEN &	GOLDEN & AMOS PLLC	REGULAR	07/08/2025	154.00	
7210	NATIONWIDE	NATIONWIDE TITLE CLEARING	REGULAR	07/08/2025	2.00	
7211	NESTOR	JASON NESTOR	REGULAR	07/08/2025	7.00	
7212	PALMER,DG	DAVID PALMER	REGULAR	07/08/2025	38.00	
7213	REISENFELD	REISENFELD AND ASSOCIATES	REGULAR	07/08/2025	1.00	
7214	THEISEN	THEISEN BROCK	REGULAR	07/08/2025	12.00	
7215	WHITESAM	SAMUEL I WHITE PC	REGULAR	07/08/2025	7.00	
7216	WINDOMLAW	WINDOM LAW OFFICES PLLC	REGULAR	07/08/2025	4.00	

COUNTY CLERK REFUND Bank Id 405R Totals

296.00

Report Totals

766,385.35

James E. Colombo

[Handwritten Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9204	CITY OF RIPLEY	CITY OF RIPLEY	REGULAR	07/07/2025	95.36	
9205	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	07/07/2025	63.75	
9206	DOMINIONH	HOPE GAS INC.	REGULAR	07/07/2025	143.47	
9207	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	07/07/2025	175.60	
9208	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	07/07/2025	65.57	
9209	SPENCER W	CITY OF SPENCER WATERWORKS	REGULAR	07/07/2025	31.44	
9210	WASTE M	WASTE MANAGEMENT OF WV INC	REGULAR	07/07/2025	88.06	
9211	WCC	WOOD COUNTY COMMISSION	REGULAR	07/07/2025	1,725.00	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

2,388.25

James E. Coleman

[Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8800	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	07/07/2025	589.80	
ASSESSOR'S VALUATION Bank Id 156 Totals					<u>589.80</u>	

James E. Columbus

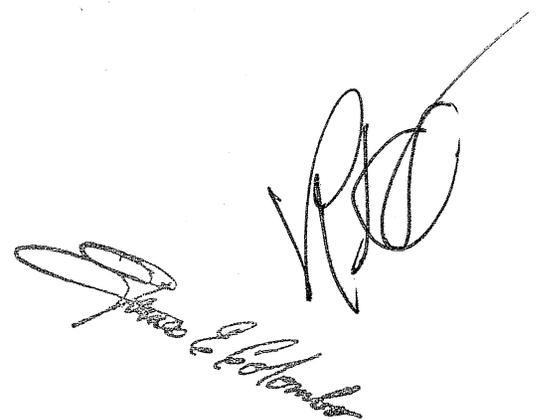

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4166	MWVFD	MINERAL WELLS VFD	REGULAR	07/01/2025	2,923.52	
4167	RYANALES	ALESHIA RYAN	REGULAR	07/01/2025	1,000.00	
4168	AMERIGAS	AMERIGAS	REGULAR	07/07/2025	204.35	
4169	ARMSTRONG GR	ARMSTRONG	REGULAR	07/07/2025	43.53	
4170	MOUNTAIN ST E	MOUNTAIN STATE ESC	REGULAR	07/07/2025	545.00	
4171	UNION WIL	UNION WILLIAMS PSD	REGULAR	07/07/2025	244.66	
FIRE SERVICE FEE Bank Id 120 Totals					4,961.06	




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9309	ITECH	ITECH	REGULAR	07/07/2025	1,226.40	
9310	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	07/07/2025	154.44	
9311	FRONTIER	FRONTIER	REGULAR	07/07/2025	232.89	
9312	HICKHOLL	HICKMAN HOLLIE R	REGULAR	07/07/2025	142.92	
9313	SEGRA	SEGRA	REGULAR	07/07/2025	1,819.68	
9314	TRI-STATE	TRI-STATE ROOFING & SHEET METAL CO	REGULAR	07/07/2025	265.24	
9315	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	07/07/2025	208.98	
E-911 FUND Bank Id 107 Totals					4,050.55	



Handwritten signatures and initials, including a large signature that appears to be 'VSO' and another signature below it.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5831	HEALTH	HIGHMARK WEST VIRGINIA	HAND	07/02/2025	432,612.90	
5832	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	07/02/2025	1,112.65	
180126	STONEWALLRET	STONEWALL RETAIL MARKETING INC	REGULAR	07/02/2025	12,475.00	
180127	VISION	VISION SERVICE PLAN (WV)	REGULAR	07/02/2025	3,429.03	
180133	AAP	ADVANCE AUTO PARTS	REGULAR	07/07/2025	44.21	
180134	CRUM G	GWEN CRUM	REGULAR	07/07/2025	175.78	
180135	EASTON PR	EASTON PRINTING COMPANY	REGULAR	07/07/2025	40.00	
180136	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	07/07/2025	9,162.91	
180137	FRONTIER	FRONTIER	REGULAR	07/07/2025	885.53	
180138	LOWES	LOWE'S COMPANIES, INC.	REGULAR	07/08/2025	601.00	
180139	MID-OHIO	MID-OHIO VALLEY HEALTH DEPT	REGULAR	07/08/2025	33,750.00	
180140	MINERALWELLS	MINERAL WELLS VETERINARY CLINIC	REGULAR	07/08/2025	45.00	
180141	SHIRT	SHIRT FACTORY	REGULAR	07/08/2025	719.55	
180142	SMITH JODI	JODI SMITH	REGULAR	07/08/2025	127.22	
180143	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	07/08/2025	53,249.97	
180144	STJOSEPHLANDI	ST. JOSEPH HEALTH CENTER LLC	REGULAR	07/08/2025	18,525.00	
180145	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	07/08/2025	460.06	
180146	UNION WIL	UNION WILLIAMS PSD	REGULAR	07/08/2025	73.60	
180147	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	07/08/2025	2,604.59	
180148	WCDA	WOOD COUNTY DEVELOPMENT AUTHORITY	REGULAR	07/08/2025	11,250.00	
180149	WEX	WEX BANK	REGULAR	07/08/2025	50.00	
180150	WVCGSIRP	WVCORP	REGULAR	07/08/2025	4,570.50	

GENERAL FUND Bank Id 101 Totals

585,964.50