

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 28, 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 Erroneous Assessment Applications in regard to real property. Copies are attached to these minutes and shall be made a part thereof.

#### **AGENDA AND DISCUSSION ITEMS**

At 9:30 A.M., there were no public comments.

At 9:58 A.M., Commissioner Couch stated the Mid-Ohio Valley Health Department wants to train volunteers to run heating and cooling centers.

Having no other scheduled appointments or further business to attend to, the County Commission adjourned at 10:21 A.M.

#### **ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

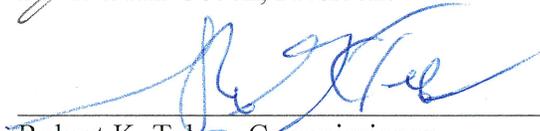
No Orders

APPROVED:

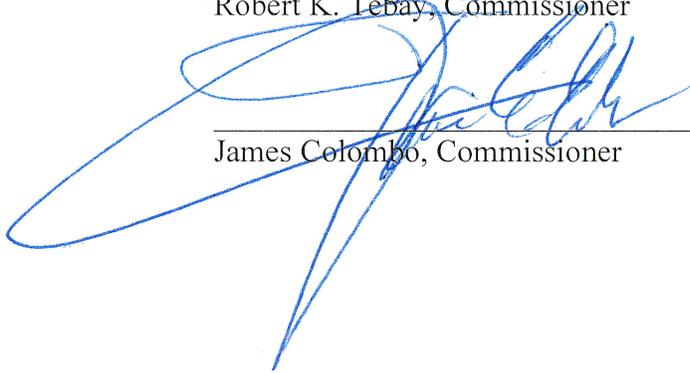
THE COUNTY COMMISSION OF WOOD COUNTY



\_\_\_\_\_  
David Blair Couch, President



\_\_\_\_\_  
Robert K. Tebay, Commissioner



\_\_\_\_\_  
James Colombo, Commissioner

6



Wood County Commission  
Agenda

July 28, 2025 | 9:30 A.M.  
1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Public Comment	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

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Discussion, Review, and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

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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

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**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 July 28, 2025

**Please Print**

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# 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

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**3 MINUTES PER PERSON**

**July 28, 2025**

PLEASE PRINT NAME	ADDRESS

# WOOD COUNTY COMMISSION

## ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Real**  
Tax Ticket: **8211**  
Tax Year: **2025**

Upon the application of **JENKINS R SCOTT**

**JENKINS ELAINE A** whose address is **1 COURT SQ SUITE 205 PARKERSBURG, WV 26101** aggrieved by an erroneous assessment in **03 LUBECK 301 0020 0001 0000**, in the County of Wood, for the **2025** tax year.

The County Commission therefore, orders that the said applicant be and hereby exonerated from the said erroneous assessment and from the payment of the taxes so assessed in and for the **2025** tax year.

If the taxes have been paid the Sheriff shall refund the same to them; or if more than a year from the time the property books were delivered to the Sheriff for the affected tax year, the Sheriff shall allow a credit on future taxes payable.

### Property owned by the county

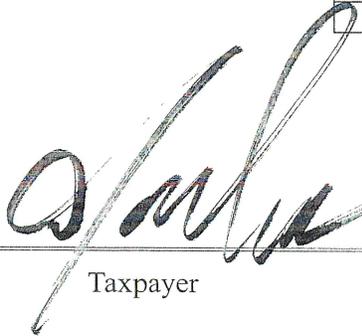
All of which is ordered to be certified to the Auditor of the State of West Virginia and the Sheriff of Wood County

Assessment Table

Assessed	Reduction	New
7860	7762	98

Tax Value Table

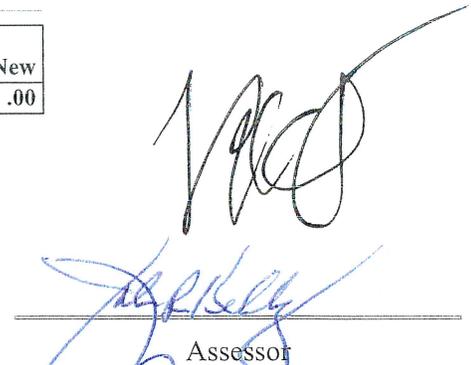
Tax Full Year	Reduction	New
93.28	93.28	.00



Taxpayer



Prosecutor



Assessor



Commissioner



County Commission President



Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the Courthouse of said County, The County Commission did approve this exoneration on July 28, 2025

July 22, 2025 - CM

Wood County  
Joe Gonzales, Clerk  
Instrument: 86359935  
07/28/2025 @ 02:33:35 PM  
COUNTY COMMISSION ORDER  
Book 80 @ Page 44  
Pages Recorded: 1

# WOOD COUNTY COMMISSION

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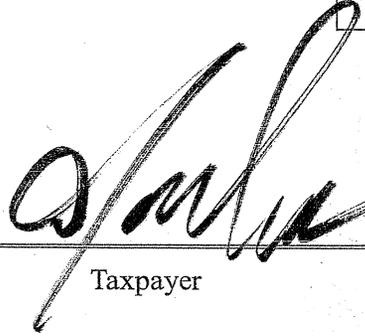
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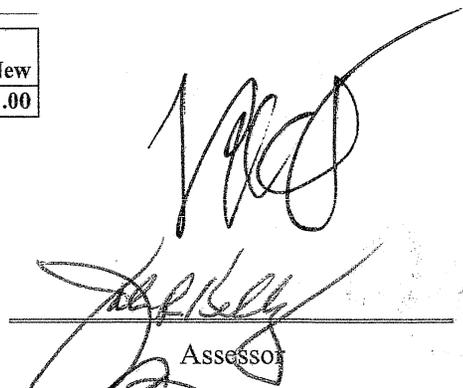
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Taxpayer



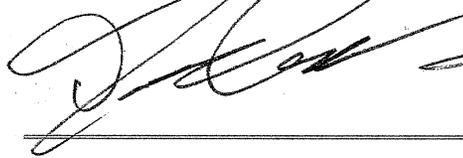
Prosecutor



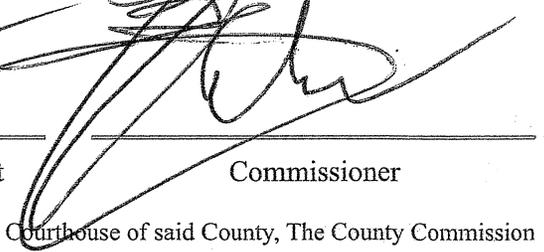
Assessor



Commissioner



County Commission President



Commissioner

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July 22, 2025 - CM

July 27, 2025

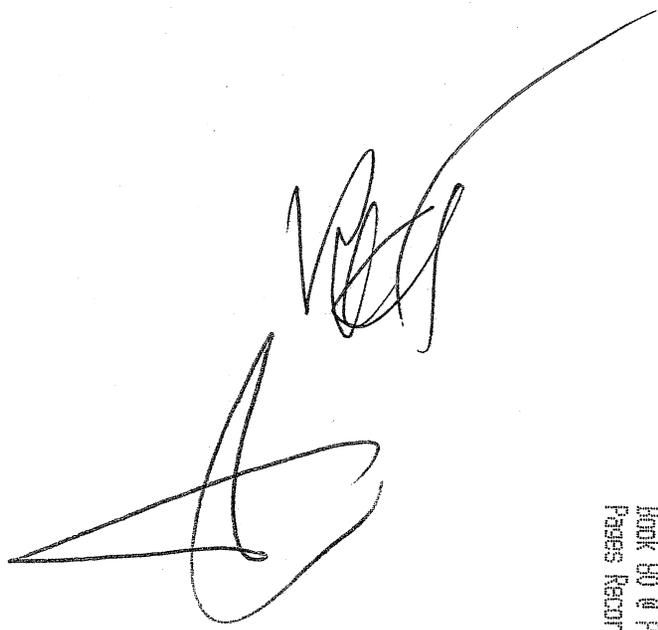
Wood County Clerk's Office  
Wood County Courthouse  
1 Court Square  
Parkersburg, WV 26101

Dear Mr. Gonzales,

We have hired a new employee, Amanda Chevurount. She will now be paid from the 1-406-10-103-line item at a rate of 1,583.33. per pay. This pay period she will have worked starting the 1st of August. She has been hired as a Personal Property clerk for our office. Thank you for your assistance in this matter.

Sincerely,

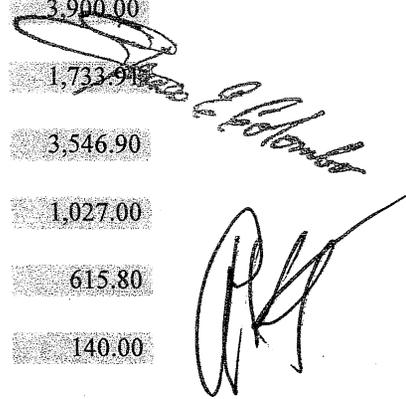
  
John R. Kelly  
Wood County Assessor



Wood County  
Joe Gonzales, Clerk  
Instrument 88361493  
07/28/2025 @ 01:45:56 PM  
COUNTY COMMISSION ORDER  
Book 80 @ Page 96  
Pages Recorded 1

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5845	WV ST TRE	WV STATE TREASURER'S OFFICE	HAND	07/24/2025	4,800.00	
180213	AIRGAS USA	AIRGAS USA, LLC	REGULAR	07/21/2025	761.23	
180214	AMERICANF	AMERICAN FLAGS & POLES	REGULAR	07/21/2025	978.00	
180215	CHAPMAN	CHAMPION INDUSTRIES, INC.	REGULAR	07/21/2025	43.11	
180216	GENERALSA	GENERAL SALES CO.	REGULAR	07/21/2025	5,776.05	
180217	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	07/21/2025	148.94	
180218	OGDEN	PARKERSBURG NEWS & SENTINEL	REGULAR	07/21/2025	21,777.05	
180219	PLANET	PLANET TECHNOLOGIES	REGULAR	07/21/2025	4,675.00	
180220	STATIONERS	STATIONERS INC	REGULAR	07/21/2025	232.43	
180221	BLUE360	BLUE 360 MEDIA, LLC	REGULAR	07/21/2025	102.95	
180222	COUNTY CO	COUNTY COMMISSIONERS' ASSOC. OF WV	REGULAR	07/21/2025	3,900.00	
180223	FRONTIER	FRONTIER	REGULAR	07/21/2025	1,733.91	
180224	INSIGHT	INSIGHT PUBLIC SECTOR INC	REGULAR	07/21/2025	3,546.90	
180225	JACKSONKELLE	JACKSONKELLY PLLC	REGULAR	07/21/2025	1,027.00	
180226	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	07/21/2025	615.80	
180227	LAMP	LAMP PESTPROOF	REGULAR	07/21/2025	140.00	
180228	MOUNTAINEER M	MOUNTAINEER MECHANICAL	REGULAR	07/21/2025	3,273.82	
180229	MOVRC	MID-OHIO VALLEY REGIONAL COUNCIL	REGULAR	07/21/2025	30,056.00	
180230	OPTIMUM	OPTIMUM WATER SOLUTIONS . INC.	REGULAR	07/21/2025	129.00	
180231	PEACSOLUTIONS	MARLIN LEASING CORPORATION	REGULAR	07/21/2025	574.02	
180232	PLANET	PLANET TECHNOLOGIES	REGULAR	07/21/2025	193.60	
180233	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	07/21/2025	187.02	
180234	TELESYSTEM	TELESYSTEM	REGULAR	07/21/2025	1,483.78	
180235	UNITED RE	UNITED REFRIGERATION INC.	REGULAR	07/21/2025	2,249.25	
180236	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	07/21/2025	1,586.21	

  
*[Handwritten Signature]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
180237	WCDA	WOOD COUNTY DEVELOPMENT AUTHORITY	REGULAR	07/21/2025	40,000.00	
180238	WVSOCIALMEDI	WV SOCIAL MEDIA CONSULTANTS	REGULAR	07/21/2025	1,500.00	
180239	WWW	WOOD-WASHINGTON-WIRT IPC	REGULAR	07/21/2025	13,449.00	
180240	SWC	SHERIFF OF WOOD COUNTY	REGULAR	07/23/2025	29,085.81	
180241	MATHENY M	MATHENY MOTOR TRUCK CO	REGULAR	07/24/2025	24,632.00	
<b>GENERAL FUND Bank Id 101 Totals</b>					198,657.88	


# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9328	FRONTIER	FRONTIER	REGULAR	07/21/2025	237.85	
9329	LAMP	LAMP PESTPROOF	REGULAR	07/21/2025	490.00	
E-911 FUND Bank Id 107 Totals					<u>727.85</u>	



*James E. Colombo*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4187	BILLBAILEY	BILL BAILEY INSURANCE AGENCY, INC.	REGULAR	07/21/2025	7,058.95	
4188	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	07/21/2025	2,263.54	
4189	DOMINIONH	HOPE GAS INC.	REGULAR	07/21/2025	118.06	
4190	FIRSTSTATEBAN	FIRST STATE BANK OF LIVINGSTON	REGULAR	07/21/2025	13,420.90	
4191	MONPOWER	MON POWER	REGULAR	07/21/2025	494.32	
4192	MOUNTAIN ST E	MOUNTAIN STATE ESC	REGULAR	07/21/2025	250.00	
4193	WEX	WEX BANK	REGULAR	07/21/2025	543.96	
<b>FIRE SERVICE FEE Bank Id 120 Totals</b>					<b>24,149.73</b>	




# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
1036	SWC	SHERIFF OF WOOD COUNTY	REGULAR	07/23/2025	800,000.00	

AL STABILIZATION (RAINY DAY) Bank Id 158 Totals

1,800,000.00



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9217	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	07/21/2025	903.76	
9218	TRACKGROUP	TRACK GROUP	REGULAR	07/21/2025	369.50	
9219	WVDTL	WV DRUG TESTING LABORATORIES, INC	REGULAR	07/21/2025	153.01	
<b>COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals</b>					1,426.27	
<b>Report Totals</b>					2,024,961.73	