

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, AUGUST 11, 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., there were no public comments.

At 9:53 A.M., the County Commission held a Public Hearing for a proposed sewer rate increase for Claywood Park Public Service District. Whereas, on July 8, 2025 the Board of the Claywood Park Public Service District (“District”) adopted a Resolution of the Board of the Claywood Park Public Service District Changing Sewer Rates, with increased sewer rates in two steps. The first step rate will enable the District to generate positive cash flow on its sewer operations, to meet the requirements of its existing sewer bonds, to make required payments into its cash working capital reserve and renewal and replacement funds, and cover increased costs of electric power, chemicals, and labor caused by inflation. The second step rate will enable the District to cover the inflationary increases in cost of electric power, chemicals, and labor, and allow the District to hire one new employee. Whereas, the Board of the Claywood Park Public Service District presented its proposed rates to the Wood County Commission for approval,

modification, or rejection in accordance with West Virginia Code Section 16-13A-9(a)(2) and the Wood County Commission proceeded to publish the rates as a Class I legal advertisement.

Whereas, the Wood County Commission has determined that the proposed rates are fair and reasonable and should be adopted.

Whereas, the Wood County Commission has determined that the Claywood Park Public Service District is in financial distress such that the 45-day waiting period would be detrimental to the ability of the district to deliver continued and complaint public services. Now, Therefore, Be It Resolved that the proposed rates of the Claywood Park Public Service District for furnishing sewer service attached hereto upon a motion by James E. Colombo, second by Robert K Tebay and made unanimously by David Blair Couch are hereby approved by the Wood County Commission under West Virginia Code Section 16-13A-9(a)(2)(E) as the rates of the Claywood Park Public Service District for the furnishing of sewer service in its service area for service rendered after August 22, 2025. Adopted the 11<sup>th</sup> day of August, 2025 by affirmative, public vote of the County Commission. (Order C/265)

At 10:05 A.M., the County Commission held a public hearing for a proposed water rate increase for Claywood Park Public Service District. Whereas, on July 8, 2025 the Board of the Claywood Park Public Service District (“District”) adopted a Resolution of the Board of the Claywood Park Public Service District Changing Water Rates, with increased water rates in two steps. The first step rate, proposed to become effective for service rendered after August 22, 2025, will enable the District to generate positive cash flow on its water operations, to make required payments into its cash working capital reserve and renewal and replacement funds, and cover increased costs of electric power, chemicals, and labor caused by inflation. The second step rate,

proposed to become effective for service rendered after August 22, 2026, will enable the District to cover the inflationary increases in cost of electric power, chemicals, and labor, and allow the District to hire one new employee. Whereas, the Board of the Claywood Park Public Service District presented its proposed rates to the Wood County Commission for approval, modification, or rejection in accordance with West Virginia Code Section 16-13A-9(a)(2) and the Wood County Commission proceeded to publish the rates as a Class I legal advertisement. Whereas, the Wood County Commission has determined that the proposed rates are fair and reasonable and should be adopted. Whereas, the Wood County Commission has determined that the Claywood Park Public Service District is in financial distress such that the 45-day waiting period would be detrimental to the ability of the district to deliver continued and complaint public services. Now, Therefore, Be It Resolved that the proposed rates of the Claywood Park Public Service District for furnishing water service attached hereto upon a motion by James E. Colombo, second by Robert K Tebay and made unanimously by David Blair Couch are hereby approved by the Wood County Commission under West Virginia Code Section 16-13A-9(a)(2)(E) as the rates of the Claywood Park Public Service District for the furnishing of water service in its service area for service rendered after August 22, 2025. Adopted the 11<sup>th</sup> day of August, 2025 by affirmative, public vote of the County Commission. (Order C/264)

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**

C/264, C/265

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



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David Blair Couch, President



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Robert K. Tebay, Commissioner



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James Colombo, Commissioner



Wood County Commission  
Agenda

August 11, 2025, 2025 | 9:30 A.M.  
1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Public Comment	
9:45 A.M.	Public Hearing – Proposed change in sewer rates for Claywood Park Public Service District	
10:00 A.M.	Public Hearing – Proposed change in water rates for Claywood Park Public Service District	
	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 August 11, 2025

**Please Print**

1.	Shayne Brabham
2.	AJ Allen - Claywood PSD
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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**

**AUGUST 11, 2025**

PLEASE PRINT NAME	ADDRESS

AUGUST 11, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE A  
WATER RATE INCREASE FOR CLAYWOOD PARK PUBLIC  
SERVICE DISTRICT.

**ORDER**

Whereas, on July 8, 2025 the Board of the Claywood Park Public Service District (“District”) adopted a Resolution of the Board of the Claywood Park Public Service District Changing Water Rates, with increased water rates in two steps. The first step rate, proposed to become effective for service rendered after August 22, 2025, will enable the District to generate positive cash flow on its water operations, to make required payments into its cash working capital reserve and renewal and replacement funds, and cover increased costs of electric power, chemicals, and labor caused by inflation. The second step rate, proposed to become effective for service rendered after August 22, 2026, will enable the District to cover the inflationary increases in cost of electric power, chemicals, and labor, and allow the District to hire one new employee.

Whereas, the Board of the Claywood Park Public Service District presented its proposed rates to the Wood County Commission for approval, modification, or rejection in accordance with West Virginia Code Section 16-13A-9(a)(2) and the Wood County Commission proceeded to publish the rates as a Class I legal advertisement.

Whereas, the Wood County Commission has determined that the proposed rates are fair and reasonable and should be adopted.

Whereas, the Wood County Commission has determined that the Claywood Park Public Service District is in financial distress such that the 45-day waiting period would be detrimental to the ability of the district to deliver continued and complaint public services.

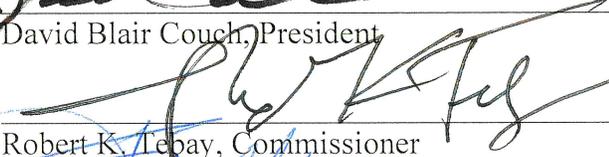
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Adopted the 11<sup>th</sup> day of August, 2025 by affirmative, public vote of the County Commission.

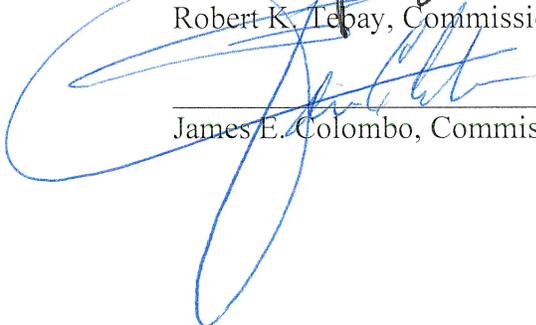
THE COUNTY COMMISSION OF WOOD COUNTY



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



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



\_\_\_\_\_  
James E. Colombo, Commissioner

Wood County  
Joe Gonzalez, Clerk  
Instrument 88261090  
08/11/2025 @ 01:47:07 PM  
COUNTY COMMISSION ORDER  
Book 80 @ Page 93  
Pages Recorded 2

AUGUST 11, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE A  
SEWER RATE INCREASE FOR CLAYWOOD PARK PUBLIC  
SERVICE DISTRICT.

**ORDER**

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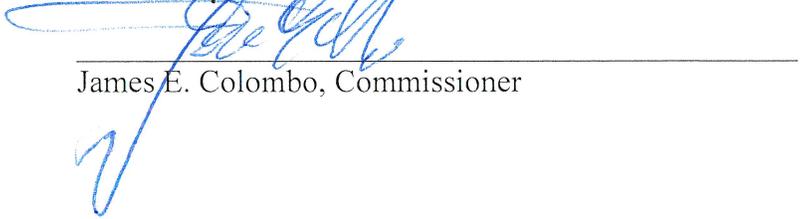
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/265

Wood County  
Joe Gonzales, Clerk  
Instrument 88361078  
08/11/2025 @ 01:44:54 PM  
COUNTY COMMISSION ORDER  
Book 80 @ Page 81  
Pages Recorded 2

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9239	U S BANK	U.S. BANK	REGULAR	08/07/2025	1,185.47	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					<u>1,185.47</u>	

*James E. Colombo*

*[Handwritten initials]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8807	U S BANK	U.S. BANK	REGULAR	08/07/2025	508.15	

ASSESSOR'S VALUATION Bank Id 156 Totals

508.15



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9334	U S BANK	U.S. BANK	REGULAR	08/07/2025	3,704.46	

E-911 FUND Bank Id 107 Totals

3,704.46

*James E. Colombaro*

*[Signature]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5867	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	HAND	08/07/2025	23,388.00	
5868	MONPOWER	MON POWER	REGULAR	08/07/2025	3,182.75	
180316	U S BANK	U.S. BANK	REGULAR	08/07/2025	12,246.80	
<b>GENERAL FUND Bank Id 101 Totals</b>					38,817.55	

*James E. Collier*

*[Signature]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7217	APPROVED	APPROVED ATTORNEYS TITLE CO	REGULAR	08/05/2025	4.00	
7218	BOWLES	BOWLES RICE LLP	REGULAR	08/05/2025	32.00	
7219	CRAWFORDLAW	CRAWFORD LAW GROUP	REGULAR	08/05/2025	12.00	
7220	GOLDEN &	GOLDEN & AMOS PLLC	REGULAR	08/05/2025	54.00	
7221	JACKSONKELLE'	JACKSONKELLY PLLC	REGULAR	08/05/2025	20.00	
7222	NATIONWIDE	NATIONWIDE TITLE CLEARING	REGULAR	08/05/2025	1.00	
7223	NESTOR	JASON NESTOR	REGULAR	08/05/2025	6.00	
7224	PALMER,DG	DAVID PALMER	REGULAR	08/05/2025	47.00	
7225	RABER	RABER LAW OFFICES	REGULAR	08/05/2025	27.50	
7226	SERVICELINKNL	SERVICELINK LLC	REGULAR	08/05/2025	19.00	

**COUNTY CLERK REFUND Bank Id 405R Totals**

222.50

**Report Totals**

1,257,964.36

*James E. Colombo*

*[Signature]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2853	ASSESSOR V	ASSESSOR VALUATION FUND	REGULAR	08/05/2025	2,290.00	
2854	E911FUND	E911 FUND	REGULAR	08/05/2025	458.00	
2855	SWC	SHERIFF OF WOOD COUNTY	REGULAR	08/05/2025	230,397.09	
2856	SWC61	Sheriff of Wood County	REGULAR	08/05/2025	4,316.40	
2857	SWC62	Sheriff of Wood County	REGULAR	08/05/2025	4,316.40	
2858	WV ST AUD	WV STATE AUDITOR	REGULAR	08/05/2025	3,286.80	
2859	WV ST TRE	WV STATE TREASURER'S OFFICE	REGULAR	08/05/2025	10,021.00	
2860	WVAFFORD	WV HOUSING DEVELOPMENT FUND	REGULAR	08/05/2025	2,880.00	
2861	WVHDF	WV HOUSING DEVELOPMENT FUND	REGULAR	08/05/2025	80.00	

**COUNTY CLERK Bank Id 405 Totals**

258,045.69

*[Signature]*  
*[Signature]*

# Check Register Report for Wood County Commission

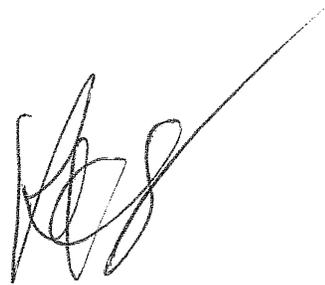
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8806	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	08/05/2025	99,435.97	
ASSESSOR'S VALUATION Bank Id 156 Totals					<u>99,435.97</u>	

*James E. Colander*

*[Signature]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9231	DICKWARNER	WARNER PROFESSIONAL BUILDING	REGULAR	08/04/2025	1,095.00	
9232	DOMINIONH	HOPE GAS INC.	REGULAR	08/04/2025	173.72	
9233	FRONTIER	FRONTIER	REGULAR	08/04/2025	310.50	
9234	JACKSON COUNT	JACKSON COUNTY PROPERTIES. LLC	REGULAR	08/04/2025	1,030.00	
9235	MONPOWER	MON POWER	REGULAR	08/04/2025	1,905.61	
9236	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	08/04/2025	25.56	
9237	SPENCER W	CITY OF SPENCER WATERWORKS	REGULAR	08/04/2025	34.62	
9238	WCC	WOOD COUNTY COMMISSION	REGULAR	08/04/2025	1,725.00	
<b>COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals</b>					<b>6,300.01</b>	




## Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4201	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	08/04/2025	1,664.00	
4202	CAS CABLE	CAS CABLE	REGULAR	08/04/2025	214.10	
4203	DOMINIONH	HOPE GAS INC.	REGULAR	08/04/2025	28.94	
4204	EASTWOOD	EASTWOOD VOLUNTEER FIRE DEPT	REGULAR	08/04/2025	1,140.48	
4205	FRONTIER	FRONTIER	REGULAR	08/04/2025	110.00	
4206	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	08/04/2025	193.08	
4207	LUBECKVFD	LUBECK VOLUNTEER FIRE DEPARTMENT	REGULAR	08/04/2025	35.50	
4208	MONPOWER	MON POWER	REGULAR	08/04/2025	674.35	
4209	MOUNTAIN ST E:	MOUNTAIN STATE ESC	REGULAR	08/04/2025	250.00	
4210	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	08/04/2025	38.00	
4211	RYANALES	ALESHIA RYAN	REGULAR	08/04/2025	1,000.00	
4212	UNION WIL	UNION WILLIAMS PSD	REGULAR	08/04/2025	244.66	
4213	WEX	WEX BANK	REGULAR	08/04/2025	176.82	
4214	WVFD	WILLIAMSTOWN VFD	REGULAR	08/04/2025	945.62	
<b>FIRE SERVICE FEE Bank Id 120 Totals</b>					6,715.55	

*James E. Colombo*

*[Signature]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9332	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	08/04/2025	208.98	
9333	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	08/05/2025	209,762.11	
E-911 FUND Bank Id 107 Totals					<u>209,971.09</u>	

*James E. Colander*

*[Signature]*

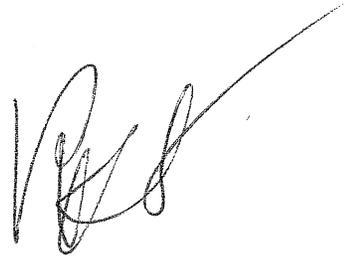
# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3752	SWC	SHERIFF OF WOOD COUNTY	REGULAR	08/04/2025	5.00	

HOME CONFINEMENT Bank Id 108 Totals

5.00

*James E. Columbus*



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
180301	RUNYON	RUNYON LOCK SERVICE	REGULAR	08/04/2025	209.00	
180302	SMITH JODI	JODI SMITH	REGULAR	08/04/2025	312.41	
180303	SOUTHERNPA	SOUTHERN PARKING	REGULAR	08/04/2025	1,680.00	
180304	STAPLES	STAPLES	REGULAR	08/04/2025	1,580.07	
180305	STEERSHEA	STEERS HEATING/COOLING	REGULAR	08/04/2025	1,810.38	
180306	STJOSEPHLANDI	ST. JOSEPH HEALTH CENTER LLC	REGULAR	08/04/2025	18,525.00	
180307	STUARTOIL	STUART OIL COMPANY	REGULAR	08/04/2025	200.00	
180308	SUMMITSUPPLY	SUMMIT SUPPLY CORPORATION	REGULAR	08/04/2025	2,500.00	
180309	SWC	SHERIFF OF WOOD COUNTY	REGULAR	08/04/2025	50,247.66	
180310	UNION WIL	UNION WILLIAMS PSD	REGULAR	08/04/2025	564.24	X
180310	UNION WIL	UNION WILLIAMS PSD	VOID	08/05/2025	(564.24)	X
180311	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	08/04/2025	2,588.43	
180312	WV ASSOC	WV ASSOCIATION OF COUNTIES	REGULAR	08/04/2025	250.00	
180313	MINERAL	MINERAL WELLS PUBLIC SERVICE DISTRICT	REGULAR	08/04/2025	487.91	
180314	UNION WIL	UNION WILLIAMS PSD	REGULAR	08/04/2025	76.33	
180315	VISION	VISION SERVICE PLAN (WV)	REGULAR	08/06/2025	3,603.01	

**PAYROLL FUND Bank Id 101 Totals**

677,268.55

*James E. Colombar*

*[Signature]*

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5863	DOMINIONH	HOPE GAS INC.	REGULAR	08/04/2025	296.72	
5864	MONPOWER	MON POWER	REGULAR	08/04/2025	32,225.77	
5865	HEALTH	HIGHMARK WEST VIRGINIA	HAND	08/06/2025	446,522.51	
5866	DENTAL	UNITED CONCORDIA COMPANIES, INC.	HAND	08/06/2025	1,124.55	
180280	10-42	10-42 TACTICAL	REGULAR	08/04/2025	2,140.05	
180281	AAP	ADVANCE AUTO PARTS	REGULAR	08/04/2025	497.82	
180282	BARRETTJ	J. J. BARRETT	REGULAR	08/04/2025	155.89	
180283	BOSLEY	BOSLEY RENTAL & SUPPLY INC	REGULAR	08/04/2025	4,000.00	
180284	CRUM G	GWEN CRUM	REGULAR	08/04/2025	337.58	
180285	CULLIGANQUEN	CULLIGAN QUENCH	REGULAR	08/04/2025	129.00	
180286	DEARBORNGROU	DEARBORN LIFE INSURANCE COMPANY	REGULAR	08/04/2025	109.80	
180287	DISH	DISH NETWORK	REGULAR	08/04/2025	134.82	
180288	EQUIPDEPOT	EQUIPMENT DEPOT	REGULAR	08/04/2025	501.39	
180289	FRONTIER	FRONTIER	REGULAR	08/04/2025	195.72	
180290	HARDMAN'S	HARDMAN'S	REGULAR	08/04/2025	51.98	
180291	INSIGHT	INSIGHT PUBLIC SECTOR INC	REGULAR	08/04/2025	5,350.87	
180292	IPCT	IPC TECHNOLOGIES, INC.	REGULAR	08/04/2025	700.00	
180293	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	08/04/2025	104.59	
180294	MASONBARRY	MASON BARRY HVAC	REGULAR	08/04/2025	2,472.50	
180295	MCNEALY	NANCY MCNEALY, CCR	REGULAR	08/04/2025	188.65	
180296	NOLANS	NOLAN'S SERVICES LLC	REGULAR	08/04/2025	1,035.00	
180297	NUCKMIKH	NUCKOLLS MIKHAILA ANNE	REGULAR	08/04/2025	166.37	
180298	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	08/04/2025	163.02	
180299	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	08/04/2025	89,093.75	
180300	PERRYASSOC	PERRY & ASSOCIATES, CPA'S A.C.	REGULAR	08/04/2025	5,500.00	