

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, OCTOBER 2, 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., Doug Hess from the ARC met with the County Commission and asked them to sign a Proclamation for National Disability Employment Awareness month. Said Proclamation is attached to these minutes and shall be made a part thereof.

At 9:36 A.M., Denise Hughes from the Children's Home Society met with the County Commission to ask them to write a letter for a grant application with the West Virginia First Foundation. The County Commission agreed to this request. (A/3194)

At 9:40 A.M., Wood County Grant Writer, Toni Tiano and Hernando Escandon from the Wood County Day Report Center met with the County Commission to request they submit an application to the West Virginia First Foundation. The Commission approved this request.

At 9:47 A.M., Patrick Lefebure, Prosecuting Attorney for Wood County and presented unto the County Commission of Wood County, an Application in which it is requested that the Honorable Patrick Morrissey, Governor of the State of West Virginia, issue a requisition on the

Governor of the State of Pennsylvania for the extradition of James Brian Mullins, who stands charged with Shoplifting 3<sup>rd</sup> Offense, which offenses were committed in the County of Wood, in the State of West Virginia, on or about July, 2025, and who is now a fugitive from justice of this State, and is now within the jurisdiction of the State of Pennsylvania, in the County of Washington. The County Commission, upon a motion made by James E. Colombo, seconded by Robert Tebay and made unanimous by David Blair Couch, authorized David Blair Couch, in his official capacity as President, to sign the Application. A copy of the said Application is on file in the Office of the County Administrator. (Order A/3192)

At 9:49 A.M., the County Commission approved the hiring of Domonic Worstell as a Deputy Sheriff and Benjamin Ward as a Field Appraiser for the Wood County Assessor's Office.

At 10:00 A.M., a promotion ceremony was held for Captain Michael Cochran.

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:18 A.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/3192, A/3194

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

October 2, 2025 | 9:30 A.M.  
1 Court Square, Suite 203  
Parkersburg, WV 26101

9:30 A.M.	Consider signing a Proclamation for National Disability Employment Awareness Month	Doug Hess
9:45 A.M.	Present Grant from WV First Foundation for the Day Report Center	Toni Tiano, Grant Consultant
	Consider signing Governor's Warrant on James Brian Mullins	Pat Lefebure, Prosecuting Attorney
	Consider Request to Hire Domonic M. Worstell as a Deputy for the Wood County Sheriff's Department - \$54,905.87 yr.	
	Consider Request to Hire Benjamin E. Ward as a Field Appraiser for the Wood County Assessor's Office - \$42,000.00/yr.	
10:00 A.M.	Promotion Ceremony for Captain Michael Cochran	
	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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<b>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.</b>
<b>Budget revisions</b>
<b>Purchase orders and requisitions</b>
<b>Revisions, reimbursement requests, resolutions and correspondence for grants</b>
<b>Grant disbursements to other entities</b>
<b>Invoices for expenditures to be paid</b>
<b>Reimbursements for travel expenses</b>
<b>Bid specifications and procedures for bids previously authorized by the Commission</b>
<b>Monthly Hotel Occupancy Tax Collection disbursements</b>
<b>Disbursements for previously approved Innovative Programming Grants</b>
<b>Tax refunds, exonerations, impropers and consolidations</b>
<b>Probate items, including settlements, petitions and Fiduciary Commissioner reports</b>
<b>General Fund disbursements to entities</b>
<b>Funding requests from local organizations by written form</b>
<b>Payroll modification as submitted by elected officials</b>



Wood County Commission Meeting  
Held October 2, 2025

**Please Print**

1.	Doug Hess	-	The Arc of the Goddard Valley
2.	Michelle Curtis	-	" "
3.	Megan Spica	"	"
4.	Alexis Ullmann	"	"
5.	Hannah Allen	"	"
6.	HEAVYWEIGHT ESCANDON		DRC
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OCTOBER 2, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA



## PROCLAMATION

**Whereas**, Wood County has been and continues to be committed to fostering an inclusive place for people with and without disabilities;

**Whereas**, statistics show that while the percentage of people without disabilities being employed is 71% in West Virginia, the rate is only 28% for people with disabilities and only 19% for people with cognitive disabilities,

**Whereas**, workplaces that welcome the talents of all people, including those with disabilities, are essential to building an inclusive community and a strong economy;

**In this spirit**, the Wood County Commission, West Virginia, recognizes National Disability Employment Awareness Month to raise awareness about disability employment issues and celebrate the many and varied contributions of people with disabilities. Activities during this month will reinforce the value and talent that people with disabilities bring to our workplaces and communities, affirming Wood County's commitment to inclusivity.

**Whereas**, The Arc of the Mid-Ohio Valley operates a Thrift Shop, a Fingerprinting service, and an Artistic Opportunity Center, providing outlets for people to sell their artwork to supplement their income. These venues offer inclusive employment and vocational training opportunities for people with and without disabilities, fostering full inclusion and participation for all, and enhancing our community by recognizing the valuable contributions people with disabilities make every day;

**Whereas**, The Arc of the Mid-Ohio Valley collaborates with West Virginia Division of Rehabilitation Services and Westbrook, to provide vocational and employment supports;

**Therefore**, we, the Wood County Commission, does hereby proclaim October, 2025 as National Disability Employment Awareness Month. We call upon employers, schools, and other community organizations in Parkersburg, West Virginia, to observe this month with appropriate programs and activities, and to advance the important message that people with disabilities are equal to the task throughout the year.



APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

OCTOBER 2, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: PATRICK LEFEBURE, PROSECUTING ATTORNEY FOR WOOD COUNTY, PRESENTED AN APPLICATION IN WHICH IT IS REQUESTED THAT THE GOVERNOR OF WV ISSUE A REQUISITION ON THE GOVERNOR OF PENNSYLVANIA FOR THE EXTRADITION OF JAMES BRIAN MULLINS.

**ORDER**

On this date, came Patrick Lefebure, Prosecuting Attorney for Wood County and presented unto the County Commission of Wood County, an Application in which it is requested that the Honorable Patrick Morrissey, Governor of the State of West Virginia, issue a requisition on the Governor of the State of Pennsylvania for the extradition of James Brian Mullins, who stands charged with Shoplifting 3<sup>rd</sup> Offense, which offenses were committed in the County of Wood, in the State of West Virginia, on or about July, 2025, and who is now a fugitive from justice of this State, and is now within the jurisdiction of the State of Pennsylvania, in the County of Washington. The County Commission, upon a motion made by James E. Colombo, seconded by Robert Tebay and made unanimous by David Blair Couch, authorized David Blair Couch, in his official capacity as President, to sign the Application.

A copy of the said Application is on file in the Office of the County Administrator.

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 E. Colombo, Commissioner

**APPLICATION OF PROSECUTING ATTORNEY**

**OFFICE OF THE PROSECUTING ATTORNEY  
OF WOOD COUNTY, WEST VIRGINIA**

To the Honorable Patrick Morrissey

**GOVERNOR OF THE STATE OF WEST VIRGINIA**

I have the honor to request that you issue a requisition to the Governor of the State of Pennsylvania for the extradition of James Brian Mullins who stands charged with *Shoplifting 3<sup>rd</sup> Offense, West Virginia Code 61-3A-1(a)(2)* which offenses were committed in the County of Wood, of this State, on or about July 2025, and who is now a fugitive from justice of this State and, as I am informed, is now within the jurisdiction of the said State of Pennsylvania, in the County of Washington. The date of birth of said James Brian Mullins, is 04/18/1960; social security number 318-50-5763, a white male, 5'4", gray hair, and blue eyes.

**I HEREBY CERTIFY:**

1. That the full name of the person for whom requisition is asked is James Brian Mullins who will be hereinafter referred to as said accused.
2. That said accused was personally and physically present in this State at the time of the commission of said crimes, and to avoid arrest and prosecution, fled from the jurisdiction of this State.
3. That in my opinion the ends of public justice require said accused to be brought to this State for trial at the public expense, and I believe I have sufficient evidence to secure the conviction of said accused of said crimes.

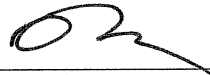
4. That this request is made in good faith and not for the purpose of collecting a debt or for any private purpose whatever, and if the requisition now applied for be granted, criminal proceedings shall not be used for any of said objects.

5. That no former application for a requisition for said accused, growing out of the same transaction, has been made.

I annex hereto a certified copy of the Complaint against him with affidavit to the facts thereof by a person having actual knowledge thereof.

I respectfully recommend the Vienna Police Department, or their duly authorized agents, as a proper person to be appointed as agent to bring said accused to this State, and certify said proposed agent has no private interest in the arrest and bringing to this State said accused.

Respectfully submitted,



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Patrick O. Lefebure

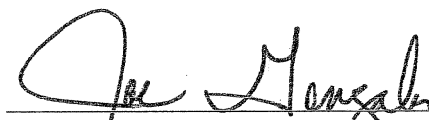
Prosecuting Attorney, Wood County, West Virginia



**STATE OF WEST VIRGINIA,  
COUNTY OF WOOD, TO-WIT:**

I, **JOE GONZALES**, Clerk of the County Court of said County, do hereby certify that **PATRICK O. LEFEBURE**, whose signature as Prosecuting Attorney is affixed to the accompanying application for requisition, was at the date thereof, the duly elected and qualified Prosecuting Attorney in and for said County, and that I am acquainted with his handwriting, and believe the signature to the accompanying application for requisition to be genuine.

Given under my hand and seal of the said Court, at Parkersburg, West Virginia, this  
2<sup>nd</sup> day of OCTOBER, 2025.

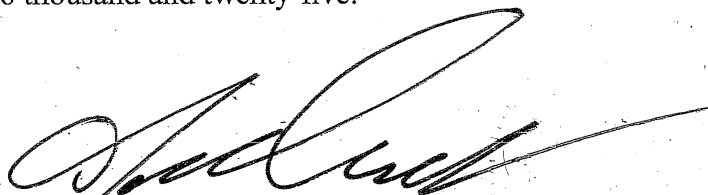
A handwritten signature in cursive script, appearing to read "Joe Gonzales", written over a horizontal line.

Clerk of the County Court of Wood County,  
West Virginia

**STATE OF WEST VIRGINIA  
COUNTY OF WOOD, TO-WIT:**

I, BLAIR COUCH, President of the County Court of Wood County, in the State of West Virginia, do certify that **JOE GONZALES**, by whom the aforesaid record and certificate were made and given, and who in his own handwriting has thereunto subscribed his name and has thereto affixed the seal of the County Court in and for the County of Wood, in the State of West Virginia, was at the time of so doing, and now is, Clerk of said County Court in and for Wood County, to all whose acts as such full faith and credit are due and given, and that the said record and certificate are in due form and made by the proper officer.

In Testimony Whereof, I have hereunto set my hand this 2<sup>nd</sup> day of OCTOBER, in the year of our Lord two thousand and twenty-five.

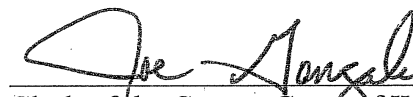
A handwritten signature in dark ink, appearing to read "Blair Couch", written over a horizontal line.

President of the County Court of Wood County,  
West Virginia

**STATE OF WEST VIRGINIA,  
COUNTY OF WOOD, TO-WIT:**

I, **JOE GONZALES**, Clerk of the County Court of Wood County, in the State of West Virginia, do hereby certify that BLAIR COUCH, by whom the foregoing certificate was made and given, and who in his own proper handwriting has thereunto subscribed his name, was at the time of doing so, and now is, President of said County Court in and for the County of Wood, in the State of West Virginia, duly commissioned and qualified, to all whose acts as such full faith and credit are due and given as well in courts of judicature as elsewhere.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of County Court, this 2<sup>nd</sup> day of OCTOBER, in the year of our Lord two thousand and twenty-five.



Clerk of the County Court of Wood County,  
West Virginia

## AFFIDAVIT OF PROSECUTING ATTORNEY

STATE OF WEST VIRGINIA,  
WOOD COUNTY,

I, PATRICK O. LEFEBURE, having been duly sworn, depose and say that I am the Prosecuting Attorney of the County aforesaid; that the person is charged by warrant (duly authenticated copies of which are attached hereto) with the crimes of *Shoplifting 3<sup>rd</sup> Offense*, and that he is a fugitive from justice; and that the foregoing application to the Governor of West Virginia for a requisition for his extradition is made in good faith for the punishment of crime, and not for the purpose of collecting a debt or pecuniary mulct, or of removing her to a foreign jurisdiction with a view there to serve her with civil process.



PATRICK O. LEFEBURE  
WOOD COUNTY PROSECUTING ATTORNEY

Sworn to and subscribed before me in the County aforesaid, this 2<sup>nd</sup> day of OCTOBER, 2025.



County Clerk of Wood County, West Virginia

Wood County  
Joe Gonzales, Clerk  
Instrument 88364851  
10/02/2025 @ 03:40:39 PM  
COUNTY COMMISSION ORDER  
Book 80 @ Page 237  
Pages Recorded 7

OCTOBER 2, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE  
DAVID BLAIR COUCH, AS PRESIDENT, TO EXECUTE AN  
APPLICATION FOR A COMMUNITY CORRECTIONS  
GRANT.

**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 David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE an Application for a Community Corrections Grant with the West Virginia Division of Justice and Community Services. Said grant application is on behalf of the Mid-Ohio Valley Day Report Center.

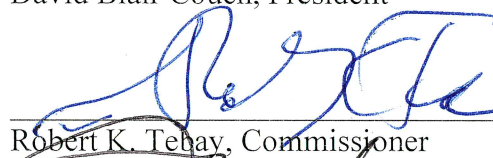
Said Application is on file in the Office of the County Administrator.

APPROVED:

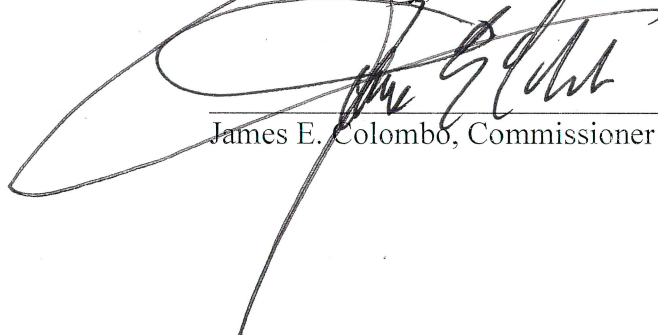
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3194

Wood County  
Joe Gonzales, Clerk  
Instrument 88365142  
10/02/2025 @ 11:58:46 AM  
COUNTY COMMISSION ORDER  
Book 80 @ Page 246  
Pages Recorded 1



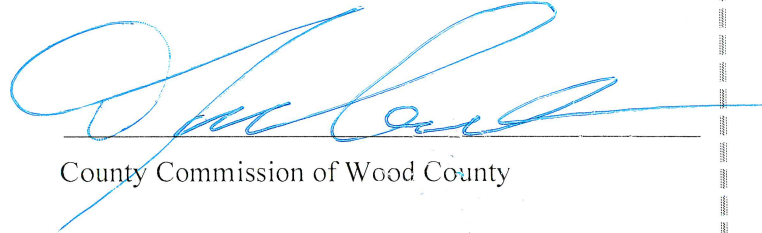
STATE OF WEST VIRGINIA  
COUNTY OF WOOD

} TO -WIT:

I, Michael Cochran, 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 , Captain for the Sheriff's Department 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 02 day of October, 2025.

  
County Commission of Wood County

Wood County  
Joe Gonzales, Clerk  
Instrument 68364559  
10/02/2025 @ 11:59:14 AM  
COUNTY COMMISSION ORDER  
Book 80 @ Page 236  
Pages Recorded 1