

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 9, 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 minutes of September 22, 25, 29, 2025 and October 2, 2025.

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 and shall be made a part thereof.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission discussed security measures possible for the Courthouse. Following a discussion, it was determined to put this back on a future agenda after some more options are explored.

At 10:00 A.M., the County Commission opened sealed bids for the demolition of the former Wood County Sheriff's building located 328 ½ Second Street, Parkersburg, West Virginia.

Sealed bids were received according to a Legal Notice appearing in the Parkersburg News and Sentinel on September 25th and October 2, 2025. Sealed bids were received from the following:

- | | |
|---|---|
| 1. J.C. Bosley Construction, Inc
1 Bosley Ave
Parkersburg, WV 26101
Bid Price - \$43,000.00
Plus, any potential cost of Asbestos removal. | 2. Empire Builders, Inc
101 Empire Lake Drive
Parkersburg, WV 26101
Bid Price - \$155,500.00 |
| 3. Tim Graham Excavating, LLC
2607 Beverly Street
Parkersburg, WV 26101
Bid Price - \$49,500.00 | |

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 RECEIVE said bids for review. (Order C/269)

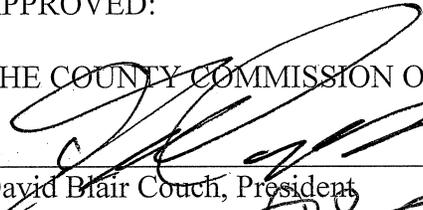
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:22 A.M

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

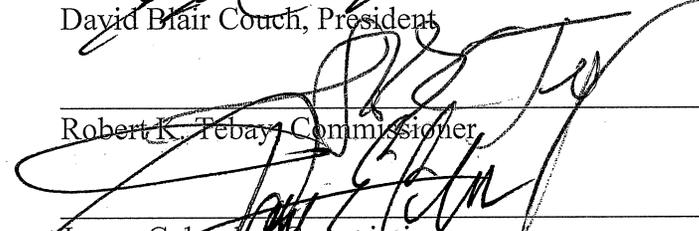
A/3193, A/3195

APPROVED:

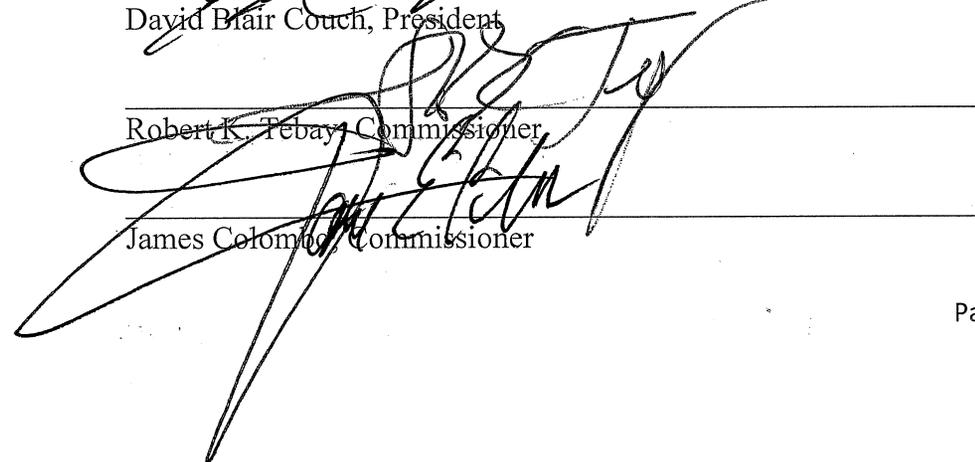
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission
Agenda

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

9:30 A.M.	Discuss Courthouse Security	
10:00 A.M.	Bid Opening – Demolition of County Building located at 328 ½ Second Street, Parkersburg, WV	
	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

Wood County Commission Meeting
Held October 9, 2025

Please Print

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OCTOBER 9, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION OPENED SEALED BIDS FOR
DEMOLITION OF THE FORMER SHERIFF'S DEPARTMENT
BUILDING.

ORDER

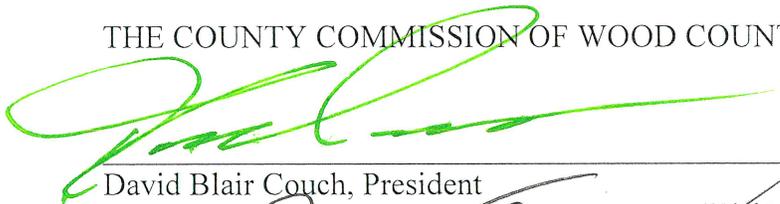
On this date, the County Commission of Wood County, at 10:00 A.M., did hereby AUTHORIZE the opening of sealed bids for the demolition of the former Wood County Sheriff's building located 328 1/2 Second Street, Parkersburg, West Virginia. Said sealed bids were received according to a Legal Notice appearing in the Parkersburg News and Sentinel on September 25th and October 2, 2025. Sealed bids were received from the following:

- | | |
|--|---|
| <p>1. J.C. Bosley Construction, Inc
1 Bosley Ave
Parkersburg, WV 26101
Bid Price - \$43,000.00
Plus, any potential cost of Asbestos removal.</p> | <p>2. Empire Builders, Inc
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Parkersburg, WV 26101
Bid Price - \$155,500.00</p> |
| <p>3. Tim Graham Excavating, LLC
2607 Beverly Street
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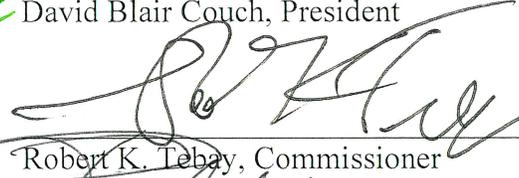
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APPROVED:

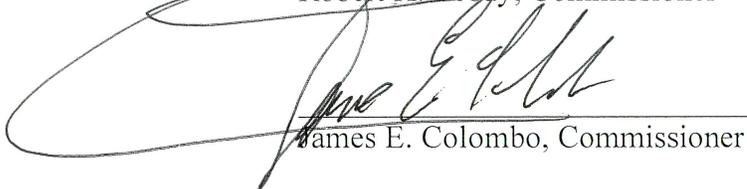
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

Wood County
Joe Gonzales, Clerk
Instrument 8836614
10/09/2025 @ 03:25:37 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 257
Pages Recorded 1

WOOD COUNTY COMMISSION

ERRONEOUS ASSESSMENT APPLICATION

Tax Type: **Real**
Tax Ticket: **40391**
Tax Year: **2025**

Upon the application of **WHITLATCH LAWRENCE** whose address is **4412 HEMLOCK AVE PARKERSBURG, WV 26104-1018** aggrieved by an erroneous assessment in **09 UNION 200 0R1A 0000 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.

Parcel in wrong tax class

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
18420	0	18420

Class Change

Class 3 changed to 2

Tax Value Table

Tax Full Year	Reduction	New
437.14	218.58	218.56

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 October 9, 2025

September 19, 2025 - CM

RECEIVED
SEP 23 REC'D
County Commission

RECEIVED
OCT 06 REC'D
County Commission

WOOD COUNTY COMMISSION

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RECEIVED

SEP 23 REC'D

County Commission

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OCT 06 REC'D

County Commission

Wood County
Joe Gonzales, Clerk
Instrument 88366146
10/09/2025 @ 12:19:28 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 249
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5926	HEALTH	HIGHMARK WEST VIRGINIA	HAND	10/07/2025	452,976.36	
5927	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	10/07/2025	1,136.45	
GENERAL FUND Bank Id 101 Totals					454,112.81	
Report Totals					454,112.81	

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5928	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	HAND	10/08/2025	1,521.00	
5929	DOMINIONH	HOPE GAS INC.	REGULAR	10/08/2025	460.61	
5930	MONPOWER	MON POWER	REGULAR	10/08/2025	33,237.38	
GENERAL FUND Bank Id 101 Totals					35,218.99	
Report Totals					35,218.99	

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
180554	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	10/06/2025	211.09	
180555	ARTSBRIDG	ARTSBRIDGE	REGULAR	10/06/2025	422.18	
180556	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	10/06/2025	158.32	
180557	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	10/06/2025	105.54	
180558	BOSOLIND	BOSO LINDSEY A	REGULAR	10/06/2025	49.69	
180559	COAST	COAST TO COAST	REGULAR	10/06/2025	998.24	
180560	COMPILED	COMPILED TECHNOLOGIES	REGULAR	10/06/2025	1,960.00	
180561	COP	CITY OF PARKERSBURG	REGULAR	10/06/2025	41.40	
180562	CRUM G	GWEN CRUM	REGULAR	10/06/2025	17.61	
180563	DISH	DISH NETWORK	REGULAR	10/06/2025	139.08	
180564	EASTON PR	EASTON PRINTING COMPANY	REGULAR	10/06/2025	115.00	
180565	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	10/06/2025	19,215.71	
180566	FRONTIER	FRONTIER	REGULAR	10/06/2025	2,085.67	
180567	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	10/06/2025	594.88	
180568	GRAHANGE	GRAHAM ANGELA M.	REGULAR	10/06/2025	16.79	
180569	HUMANE SO	HUMANE SOCIETY	REGULAR	10/06/2025	19,250.00	
180570	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	10/06/2025	986.67	
180571	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	10/06/2025	211.09	
180572	JUST SEW	JUST SEW PEACHY	REGULAR	10/06/2025	117.00	
180573	KESTERSON	KESTERSON CLEANERS	REGULAR	10/06/2025	259.56	
180574	LIFETIME	LIFETIME BENEFIT SOLUTIONS	REGULAR	10/06/2025	30.00	
180575	MINERAL	MINERAL WELLS PUBLIC SERVICE DISTRICT	REGULAR	10/06/2025	312.00	
180576	OIL	OIL AND GAS MUSEUM	REGULAR	10/06/2025	316.63	
180577	P-ART	PARKERSBURG ART CENTER	REGULAR	10/06/2025	316.63	
180578	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	10/06/2025	527.72	

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
180579	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	10/06/2025	26,386.25	
180580	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	10/06/2025	105.54	
180581	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	10/06/2025	922.13	
180582	ROCKYTOW	ROCKYS TOWING	REGULAR	10/06/2025	150.00	
180583	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	10/06/2025	3,673.19	
180584	SOUTHERNPA	SOUTHERN PARKING	REGULAR	10/06/2025	1,680.00	
180585	STOMPNGROUNI	STOMP-N-GROUNDS CRAFT COFFEES	REGULAR	10/06/2025	357.50	
180586	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	10/06/2025	460.06	
180587	TAYLOR'S D	TAYLOR'S DISPOSAL INC	REGULAR	10/06/2025	217.79	
180588	THORMALL	THORN MALLOREE L	REGULAR	10/06/2025	218.77	
180589	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	10/06/2025	335.20	
180590	UNION WIL	UNION WILLIAMS PSD	REGULAR	10/06/2025	79.86	
180591	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	10/06/2025	3,158.35	
180592	VERIZONW	VERIZON WIRELESS	REGULAR	10/06/2025	736.94	
180593	WEBESYDN	WEBER SYDNEY	REGULAR	10/06/2025	186.96	
180594	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	10/06/2025	105.54	
180595	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	10/06/2025	9,499.05	
180596	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	10/06/2025	791.59	

GENERAL FUND Bank Id 101 Totals

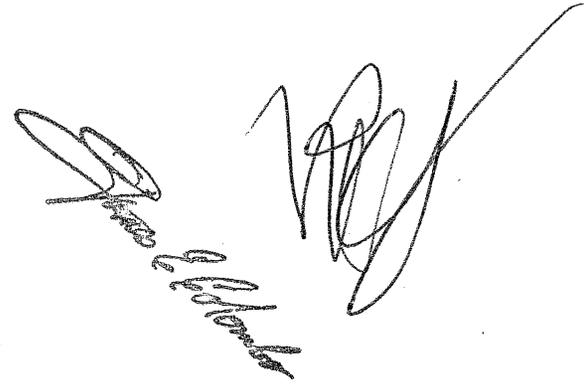
97,523.22

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
806	HUMANE SO	HUMANE SOCIETY	REGULAR	10/06/2025	3,333.33	

DOG FUND Bank Id 103 Totals

3,333.33



Handwritten signature and initials, possibly reading "Wood County Commission" and "10/6/2025".

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9394	CENTRALSQUAR	CENTRAL SQUARE	REGULAR	10/06/2025	2,106.00	
9395	CINTAS	CINTAS CORPORATION	REGULAR	10/06/2025	217.21	
9396	DOUBLERADIUS	DOUBLE RADIUS	REGULAR	10/06/2025	3,457.00	
9397	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	10/06/2025	208.16	
9398	FRONTIER	FRONTIER	REGULAR	10/06/2025	244.32	
9399	MCEWDALE	MCEWUEN DALE R.	REGULAR	10/06/2025	29.72	
9400	STEERSHEA	STEERS HEATING/COOLING	REGULAR	10/06/2025	414.00	
9401	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	10/06/2025	208.98	
E-911 FUND Bank Id 107 Totals					6,885.39	



Handwritten signatures and dates, including a date that appears to be 10/6/2025.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3759	BIINCORP	BI INCORPORATED	REGULAR	10/06/2025	8,274.20	
HOME CONFINEMENT Bank Id 108 Totals					<u>8,274.20</u>	



Handwritten signatures and dates, including "10/6/2025" and "10/6/2025".

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4300	AIRGAS M	AIRGAS USA, LLC	REGULAR	10/06/2025	529.23	
4301	ARMSTRONG GR	ARMSTRONG	REGULAR	10/06/2025	43.47	
4302	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	10/06/2025	3,568.61	
4303	AUTOZONE	AUTOZONE	REGULAR	10/06/2025	33.17	
4304	BANKCARD	BANKCARD CENTER	REGULAR	10/06/2025	1,171.12	
4305	BLAVOS	BLAVOS DIESEL REPAIR	REGULAR	10/06/2025	2,502.45	
4306	CITYOFVIE	CITY OF VIENNA	REGULAR	10/06/2025	10,901.01	
4307	DOMINIONH	HOPE GAS INC.	REGULAR	10/06/2025	28.00	
4308	FRONTIER	FRONTIER	REGULAR	10/06/2025	110.00	
4309	GLATFELTER	GLATFELTER SPECIALTY BENEFITS	REGULAR	10/06/2025	6,504.84	
4310	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	10/06/2025	201.48	
4311	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	10/06/2025	390.50	
4312	MONPOWER	MON POWER	REGULAR	10/06/2025	31.47	
4313	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	10/06/2025	38.00	
4314	OVERHEADD	OVERHEAD DOOR	REGULAR	10/06/2025	233.90	
4315	RYANALES	ALESHIA RYAN	REGULAR	10/06/2025	1,000.00	
4316	UNION WIL	UNION WILLIAMS PSD	REGULAR	10/06/2025	251.72	
4317	WASTE M	WASTE MANAGEMENT OF WV INC	REGULAR	10/06/2025	48.35	

FIRE SERVICE FEE Bank Id 120 Totals

27,587.32



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8821	AAP	ADVANCE AUTO PARTS	REGULAR	10/06/2025	235.07	
8822	ATLAS GEO	ATLAS GEOGRAPHIC DATA, INC	REGULAR	10/06/2025	1,200.00	
8823	COTTLARR	COTTRELL LARRY DEAN	REGULAR	10/06/2025	55.77	
8824	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	10/06/2025	452.08	
8825	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	10/06/2025	488.64	
8826	SIR SPEED	SIR SPEEDY PRINTING	REGULAR	10/06/2025	190.96	
8827	WCC	WOOD COUNTY COMMISSION	REGULAR	10/06/2025	8,910.00	

ASSESSOR'S VALUATION Bank Id 156 Totals

11,532.52




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9287	AAP	ADVANCE AUTO PARTS	REGULAR	10/06/2025	63.98	
9288	CITY OF RIPLEY	CITY OF RIPLEY	REGULAR	10/06/2025	95.68	
9289	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	10/06/2025	8.00	
9290	DOMINIONH	HOPE GAS INC.	REGULAR	10/06/2025	142.48	
9291	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	10/06/2025	195.11	
9292	FRONTIER	FRONTIER	REGULAR	10/06/2025	357.70	
9293	LATTEMMA	LATTEA EMMA	REGULAR	10/06/2025	53.71	
9294	MONPOWER	MON POWER	REGULAR	10/06/2025	1,631.82	
9295	PHARCHEM	PHARMCHEM INC	REGULAR	10/06/2025	415.35	
9296	TIANO	TIANO-KNOPP ASSOCIATES INC	REGULAR	10/06/2025	416.67	
9297	WCC	WOOD COUNTY COMMISSION	REGULAR	10/06/2025	3,507.00	
9298	WOOD CO W	WOOD COUNTY WASTE	REGULAR	10/06/2025	187.18	

COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals

7,074.68

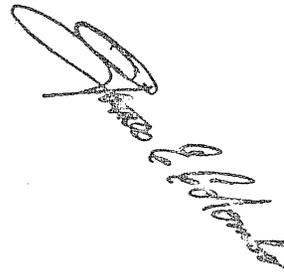
Report Totals

162,210.66

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5924	DENTAL	UNITED CONCORDIA COMPANIES, INC.	REGULAR	10/01/2025	3,342.28	
5925	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	10/01/2025	58,498.38	
180161	BRIDGEPORT	BRIDGEPORT EQUIPMENT AND TOOL	VOID	10/01/2025	(1,106.00)	X
180553	BRIDGEPORT	BRIDGEPORT EQUIPMENT AND TOOL	REGULAR	10/01/2025	1,956.00	
GENERAL FUND Bank Id 101 Totals					62, 690.66	




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7240	APPROVED	APPROVED ATTORNEYS TITLE CO	REGULAR	10/02/2025	7.00	
7241	BESTITLE	BEST TITLE AGENCY INC.	REGULAR	10/02/2025	62.00	
7242	BMI	BMI FEDEARL CREDIT UNION	REGULAR	10/02/2025	26.00	
7243	CANDIEHIRAKHI	CANDIE HIRAK HENRY	REGULAR	10/02/2025	2.00	
7244	DURNELLMAIER	DURNELL MAIER LAW LLC	REGULAR	10/02/2025	25.00	
7245	FLUHARTY	FLUHARTY & TOWNSEND	REGULAR	10/02/2025	40.00	
7246	FOUSS&FOUSS	FOUSS & FOUSS LLC	REGULAR	10/02/2025	19.00	
7247	GOLDEN &	GOLDEN & AMOS PLLC	REGULAR	10/02/2025	61.00	
7248	JASONGOOD	JASON GOOD	REGULAR	10/02/2025	1.00	
7249	MCCAULEY	MCCAULEY WEBSTER & EMRICK	REGULAR	10/02/2025	5.00	
7250	NATIONWIDE	NATIONWIDE TITLE CLEARING	REGULAR	10/02/2025	2.00	
7251	OLDREPUBLICN	OLD REPUBLIC NATIONAL TITLE INS CO	REGULAR	10/02/2025	40.00	
7252	PALMER,DG	DAVID PALMER	REGULAR	10/02/2025	68.00	
7253	SERVICELINK	SERVICELINK	REGULAR	10/02/2025	12.00	
7254	SERVICELINKNL	SERVICELINK LLC	REGULAR	10/02/2025	18.00	
7255	SMITHR	LAW OFFICE OF RYAN M SMITH LTD	REGULAR	10/02/2025	40.00	
7256	UNITED NA	UNITED BANK	REGULAR	10/02/2025	1.00	
7257	WISEMANLAW	WISEMAN LAW FIRM PLLC	REGULAR	10/02/2025	1.00	
7258	WVHDF	WV HOUSING DEVELOPMENT FUND	REGULAR	10/02/2025	19.00	
COUNTY CLERK REFUND Bank Id 405R Totals					449.00	
Report Totals					247,248.16	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
2871	ASSESSOR V	ASSESSOR VALUATION FUND	REGULAR	10/02/2025	2,535.00	
2872	E911FUND	E911 FUND	REGULAR	10/02/2025	507.00	
2873	SWC	SHERIFF OF WOOD COUNTY	REGULAR	10/02/2025	158,190.68	
2874	SWC61	Sheriff of Wood County	REGULAR	10/02/2025	2,828.21	
2875	SWC62	Sheriff of Wood County	REGULAR	10/02/2025	2,828.21	
2876	WV ST AUD	WV STATE AUDITOR	REGULAR	10/02/2025	3,475.40	
2877	WV ST TRE	WV STATE TREASURER'S OFFICE	REGULAR	10/02/2025	10,724.00	
2878	WVAFFORD	WV HOUSING DEVELOPMENT FUND	REGULAR	10/02/2025	2,980.00	
2879	WVHDF	WV HOUSING DEVELOPMENT FUND	REGULAR	10/02/2025	40.00	

COUNTY CLERK Bank Id 405 Totals

184,108.50

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