

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, OCTOBER 20, 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 9:32 A.M., Benjamin Ward was sworn in as an appraiser in the Assessor's Office.

At 9:35 A.M., Fred Newberry, Recorder for the City of North Hills, met with the County Commission to discuss putting a road into North Hills off of Rosemar Road. The County Commission requested an updated quote for the road and requested that it be placed on a future agenda.

At 9:53 A.M., John Bosley met with the County Commission to discuss the demolition of the former Sheriff's Department/Maintenance Building.

At 10:11 A.M., the County Commission met with representatives from Walnut Grove Homeowners' Association. They requested assistance with storm drain issues. After discussion, the County Commission, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, authorized a donation of eighteen thousand dollars

and zero cents (\$18,000.00) to assist a storm sewer pipe replacement project for the Walnut Grove Homeowners Association. (Order C/271)

At 10:38 A.M., the County Commission the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby Authorize bids to be let out and advertised for the demolition and removal of a dilapidated structure, all trash, and debris within the property located at 122 Victory Street, Parkersburg, WV 26104. (Order A/3197)

The County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Progress Report regarding the Community Corrections Grant Number 26-CC-29. The Request for Reimbursement is in the amount of twenty-four thousand nine hundred seventy-nine dollars and eighty-four cents (\$24,979.84) for September, 2025. A Financial Recap Page, Project Financial Report, Time Sheets for the employees of the Wood County Day Report Center and the Monthly Progress Reports have been submitted. Documentation pertaining to the Community Corrections Grant is on file in the Office of the County Administrator. (Order A/3196)

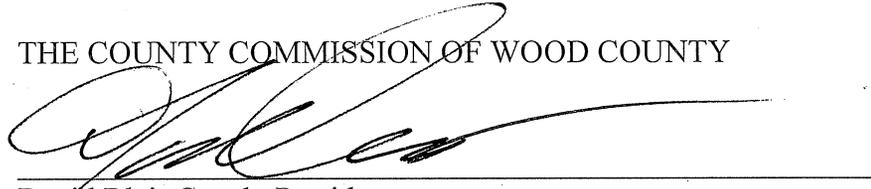
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:44 A.M

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3196, A/3197, C271

APPROVED:

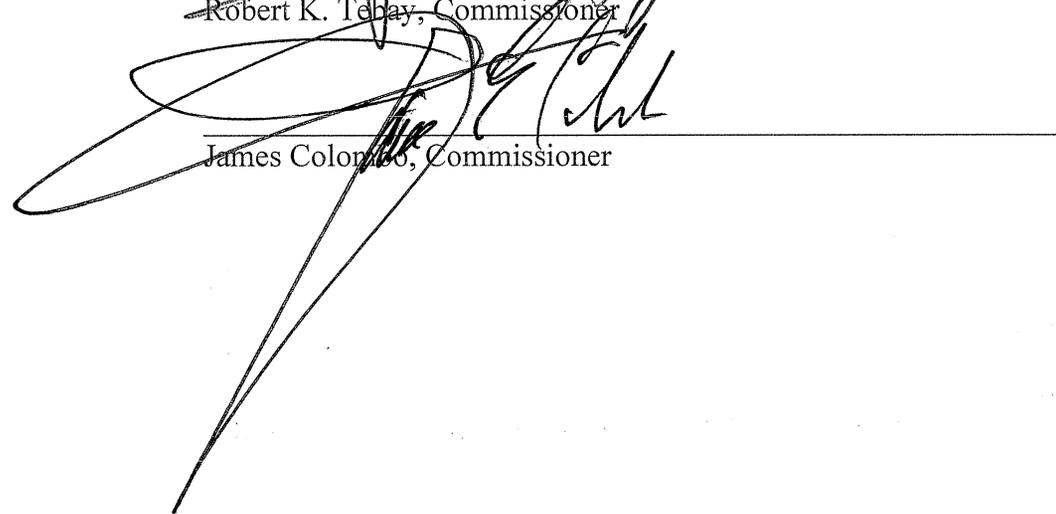
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission
Agenda

October 20, 2025 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

| | | |
|------------|--|---|
| | | |
| 9:30 A.M. | Public Comment | |
| 9:31 A.M. | Introduction of Workforce Development Board members and what their plans are going forward for Wood County | Nancy Sydens, Workforce Development Board |
| 9:45 A.M. | Discuss putting a road in North Hills | Fred Newberry, North Hills Recorder |
| 10:30 A.M. | Discuss assistance with storm drain issues – Walnut Grove Homeowners | Mike Conrad |
| 10:40 A.M. | Discuss going out to bid for the demolition of a structure at 122 Victory 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

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

OCTOBER 20, 2025

| PLEASE PRINT NAME | ADDRESS |
|-------------------|-----------------------|
| FRED NEWBERRY | 117 WOODSHIRE DR. PRB |
| | |
| | |
| | |
| | |
| | |

Wood County Commission Meeting
Held October 20, 2025

Please Print

| | |
|-----|-------------------------------|
| 1. | Benjamin E. Ward |
| 2. | FRED NEWBERRY 304 415 1089 |
| 3. | JOHN C BOSLEY JR 304 481 7798 |
| 4. | MIKE BOSLEY JR 304 481 1612 |
| 5. | Rocky McConnell |
| 6. | Jerry Martin 304-483-5744 |
| 7. | MIKE CONRAD 304-863-3424 |
| 8. | 90 BLUEBIRD LANE |
| 9. | WASHINGTON WV 26181 |
| 10. | |
| 11. | |
| 12. | |
| 13. | |
| 14. | |
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| 19. | |
| 20. | |

Town of North Hills

To: Honorable Wood County Commissioners 2/3/2025

My name is Fred Newberry. I serve the town of North Hills council as the recorder. I have served in this position close to 4+ years.

The purpose of this letter follows: In the year 2023, the town was directed to build an access road into the Northridge homeowners sewer system due to a contract that was signed years ago which stated that the town would maintain their sewer system. Since then, we have been in court working out the details such as an access road that the town must build, which the court ruled that Northridge had to provide a way of access for the town to build the road.

In the 1970's the town of North Hills was just a neighborhood in Wood County. Shortly after its development, the roads deteriorated. Wood county did not have the money to make the repairs. The residents formed together to form a town to borrow the funds to repair the roads. No one had any idea of the explosion of red tape in running a town. Only thru hard work and cooperation of the residents has the town managed to survive.

The town is financed through a portion of the Wood County property taxes and state lottery funds. From these funds expenses such as Administrative, Audits, Insurance, Lights, Legal, payroll and accounting are paid. Street maintenance and snow removal expenses are paid from an additional annual Street User Fee of \$500 per household.

P. O. Box 4322 Parkersburg, West Virginia 26104

This institution is an equal opportunity provider

Town of North Hills

The town is currently facing a \$45,000 cost to build this road into Northridge. We have set aside \$25,000 and we request that the commission humbly consider approving \$20,000 to help the town build the road.

Sincerely,
Fred Newberry



North Hills Recorder

P. O. Box 4322 Parkersburg, West Virginia 26104

This institution is an equal opportunity provider

OCTOBER 20, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

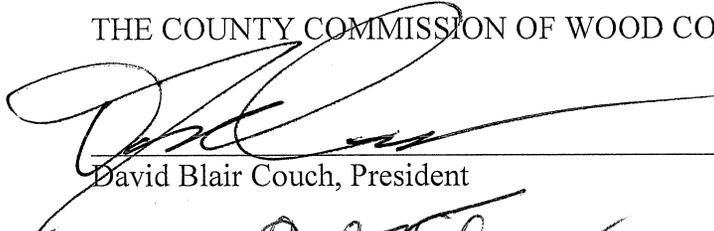
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE
A DONATION OF \$18,000.00 FOR WALNUT GROVE HOA.

ORDER

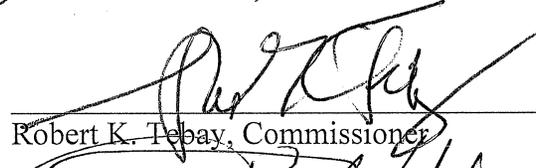
On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby Authorize a donation of eighteen thousand dollars and zero cents (\$18,000.00) to assist a storm sewer pipe replacement project for the Walnut Grove Homeowners Association.

APPROVED:

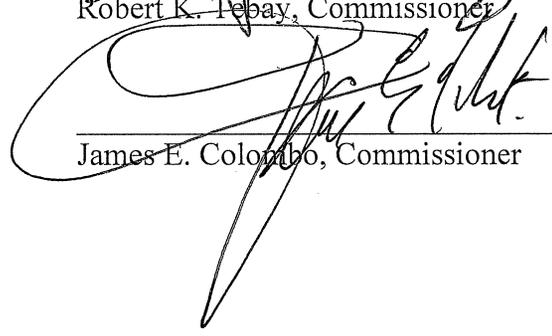
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/271

Wood County
Joe Gonzales, Clerk
Instrument 88365992
10/20/2025 @ 01:49:07 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 262
Pages Recorded 1

OCTOBER 20, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

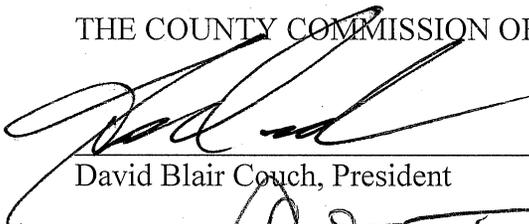
IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE BIDS TO BE ADVERTISED FOR THE DEMOLITION AND REMOVAL OF A DILAPIDATED STRUCTURE, ALL TRASH, AND DEBRIS WITHIN PROPERTY LOCATED AT 122 VICTORY STREET, PARKERSBURG, WV 26104.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby Authorize bids to be let out and advertised for the demolition and removal of a dilapidated structure, all trash, and debris within the property located at 122 Victory Street, Parkersburg, WV 26104.

APPROVED:

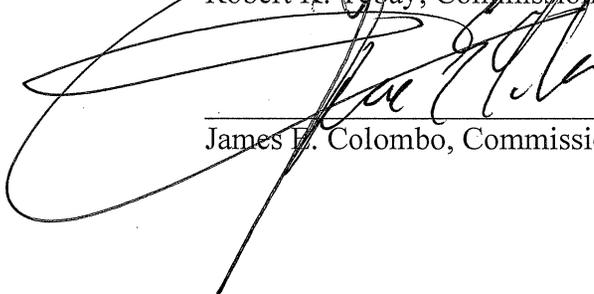
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3197

Wood County
Joe Gonzales, Clerk
Instrument 88366007
10/20/2025 @ 02:44:38 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 263
Pages Recorded 1

OCTOBER 20, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO SIGN THE PROGRESS REPORT IN REGARD TO THE COMMUNITY CORRECTIONS GRANT NUMBER 26-CC-29. SAID PROGRESS REPORT IS IN THE AMOUNT OF \$24,979.84 AND IS FOR SEPTEMBER, 2025.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Progress Report regarding the Community Corrections Grant Number 26-CC-29. The Request for Reimbursement is in the amount of twenty-four thousand nine hundred seventy-nine dollars and eighty-four cents (\$24,979.84) for September, 2025. A Financial Recap Page, Project Financial Report, Time Sheets for the employees of the Wood County Day Report Center and the Monthly Progress Reports have been submitted.

Documentation pertaining to the Community Corrections Grant is on file in the Office of the County Administrator.

APPROVED:

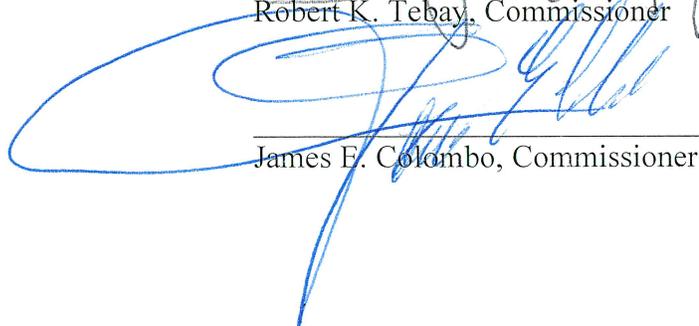
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3196

Wood County
Joe Gonzales, Clerk
Instrument 88366922
10/20/2025 @ 08:50:38 AM
COUNTY COMMISSION ORDER
Book 60 @ Page 258
Pages Recorded 1

STATE OF WEST VIRGINIA
COUNTY OF WOOD

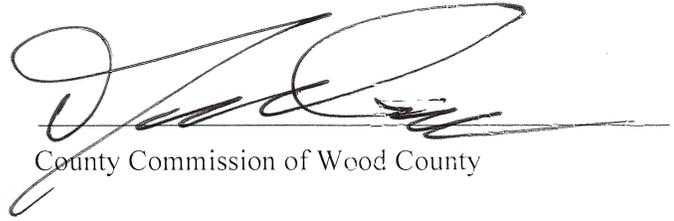
}

TO -WIT:

I, Benjamin Ward, 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, Field Appraiser 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 20th day of October, 2025.



County Commission of Wood County

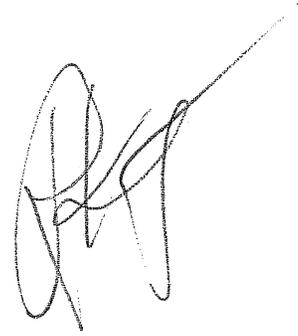
Wood County
Joe Gonzales, Clerk
Instrument 88366612
10/20/2025 @ 03:22:17 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 255
Pages Recorded 1

Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|----------|------------|-------------|---------|------------|--------------|-----|
| 9414 | FERRELLGAS | FERRELLGAS | REGULAR | 10/14/2025 | 74.16 | |

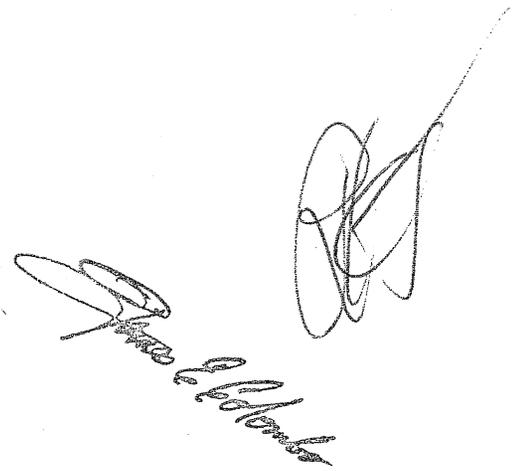
E-911 FUND Bank Id 107 Totals 74.16

Report Totals 156,962.44



Check Register Report for Wood County Commission

| Check No | Vendor Id | Vendor Name | Type | Check Date | Check Amount | Rec |
|--|-----------|----------------------------------|---------|------------|-------------------|-----|
| 5932 | CHILD | CHILD SUPPORT ENF DIV | REGULAR | 10/15/2025 | 659.83 | |
| 5933 | EMPOWER | EMPOWER RETIREMENT | REGULAR | 10/15/2025 | 115.00 | |
| 5934 | IRS-PAY | DEPARTMENT OF TREASURY | REGULAR | 10/15/2025 | 109,473.31 | |
| 5935 | NRS | NATIONWIDE RETIREMENT SOLUTIONS | REGULAR | 10/15/2025 | 2,144.00 | |
| 5936 | MOO | MUTUAL OF OMAHA | HAND | 10/14/2025 | 8,425.95 | |
| 5937 | HEALTH | HIGHMARK WEST VIRGINIA | HAND | 10/15/2025 | 18,821.72 | |
| 5938 | HEALTH | HIGHMARK WEST VIRGINIA | HAND | 10/15/2025 | 13,146.87 | |
| 5939 | DENTAL | UNITED CONCORDIA COMPANIES. INC. | HAND | 10/15/2025 | 1,950.83 | |
| 5940 | DENTAL | UNITED CONCORDIA COMPANIES. INC. | HAND | 10/15/2025 | 882.58 | |
| 5941 | MONPOWER | MON POWER | REGULAR | 10/15/2025 | 1,268.19 | |
| GENERAL FUND Bank Id 101 Totals | | | | | 156,888.28 | |



[Signature]
[Signature]
 10/15/2025