

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, NOVEMBER 13, 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 9:44 A.M., the County Commission approved the transfer of Landen Stengel to the E-911 Center.

At 10:00 A.M., the County Commission opened sealed bids for the demolition of a structure located at 122 Victory Street, Parkersburg, West Virginia. Sealed bids were received according to a Legal Notice appearing in the Parkesburg News and Sentinel on October 27, 2025 and November 3, 2025. Sealed bids were received from the following:

Graham Demolition
2607 Beverly Street
Parkersburg, WV 26101
Bid Price - \$5,900.00

J. C. Bosley Construction, Inc.
1 Bosley Avenue
Parkersburg, WV 26101
Bid Price - \$16,000.00

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 A/3202)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:43 A.M

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

A/3202

APPROVED:

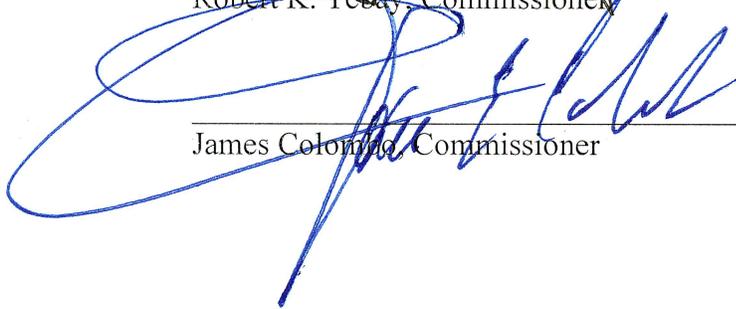
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Feby, Commissioner



James Colonna, Commissioner



Wood County Commission
Agenda

November 13, 2025 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider Request to Hire Landen Stengel for IT for the E-911 Telecommunications Center - \$44,625.12/yr.	
10:00 A.M.	Bid opening – demolition and cleanup of property located at 122 Victory Street, Parkersburg	
	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 November 13, 2025

Please Print

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NOVEMBER 13, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION OPENED SEALED BIDS FOR
DEMOLITION OF A STRUCTURE LOCATED AT 122
VICTORY STREET, PARKERSBURG, WV.

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 a structure located at 122 Victory
Street, Parkersburg, West Virginia. Sealed bids were received according to a Legal Notice
appearing in the Parkesburg News and Sentinel on October 27, 2025 and November 3, 2025.

Sealed bids were received from the following:

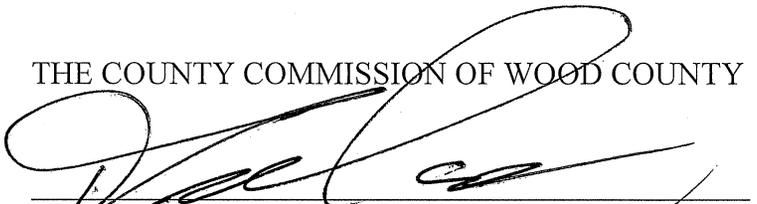
Graham Demolition
2607 Beverly Street
Parkersburg, WV 26101
Bid Price - \$5,900.00

J. C. Bosley Construction, Inc.
1 Bosley Avenue
Parkersburg, WV 26101
Bid Price - \$16,000.00

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.

APPROVED:

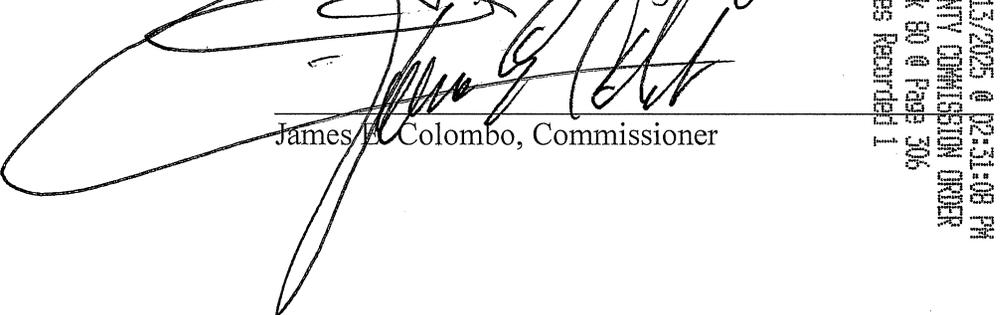
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

Wood County
Joe Gonzales, Clerk
Instrument 88367884
11/13/2025 @ 02:31:08 PM
COUNTY COMMISSION ORDER
Book 90 @ Page 306
Pages Recorded 1

BEFORE THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

In Re: THE ESTATE OF RONZEL FARRAR, DECEASED

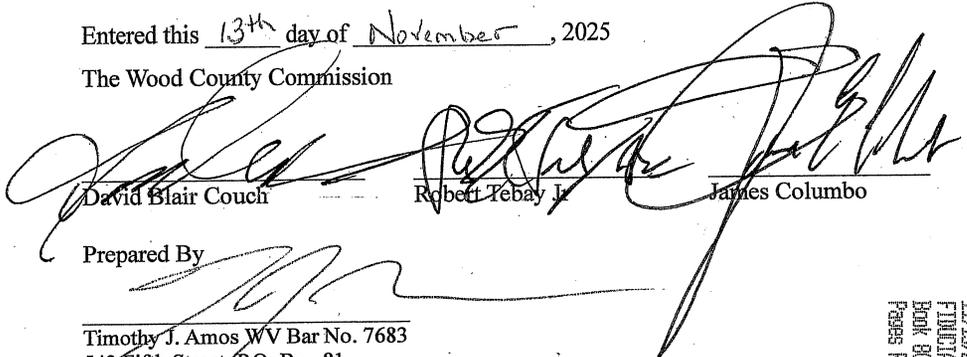
ORDER ACCEPTING RESIGNATION OF EXECUTRIX DONNA FARRAR
AND APPOINTING TRAVIS FARRAR AS EXECUTOR

THIS DAY CAME DONNA FARRAR, the Widow of RONZEL FARRAR, deceased, by counsel TIMOTHY J. AMOS and TRAVIS FARRAR by counsel GEORGE COSENZA and moved the County Commission to accept the resignation of DONNA FARRAR and the appointment of TRAVIS FARRAR as Executor of the Estate. The County Commission sustains and approves the motion and finds as follows:

1. RONZEL FARRAR died on July 5, 2024.
2. The Last Will and Testament of RONZEL FARRAR, (recorded in Will Book 198 at page 651) nominated DONNA FARRAR as executrix. Said Will nominated TRAVIS J. FARRAR as executor if Donna Farrar was unable or unwilling to serve in such capacity.
3. On or about August 22, 2024, DONNA FARRAR qualified as and was duly appointed as Executrix of the ESTATE OF RONZEL FARRAR, a resident of Wood County, West Virginia.
4. DONNA FARRAR filed an Elective Share action in the Circuit Court of Wood County, West Virginia, identified as Civil Action Number 25-C-123.
5. All matters in controversy raised in the Civil Action have been resolved and as part of that settlement, DONNA FARRAR accordingly resigns as Executrix and further states that she has no objection to the appointment of TRAVIS J. FARRAR to serve as Executor in the winding up of the estate.
6. Donna Farrar declines any claims of reimbursement and or compensation for her role as executrix.
7. TRAVIS J. FARRAR is a suitable person to serve as Executor and finalize the estate.

Entered this 13th day of November, 2025

The Wood County Commission



David Blair Couch

Robert Tebay Jr

James Columbo

Prepared By

Timothy J. Amos WV Bar No. 7683
543 Fifth Street, P.O. Box 81
Parkersburg WV 26101
Phone: 304-485-3851

ta/estates/farrar/OrderApprovingExecutrixResignation

Wood County
Joe Gonzalez, Clerk
Instrument 8657240
11/13/2025 @ 02:47:52 PM
FILED IN ORDER
Book 80 @ Page 285
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
180711	10-42	10-42 TACTICAL	REGULAR	11/10/2025	480.55	
180712	AAP	ADVANCE AUTO PARTS	REGULAR	11/10/2025	37.90	
180713	AFFORDABLEL	AFFORDABLE LAWN WORX LLC	REGULAR	11/10/2025	214.50	
180714	ASTORGDODGE	ASTORG DODGE CHRYSLER JEEP	REGULAR	11/10/2025	407.92	
180715	BOSOLIND	BOSO LINDSEY A	REGULAR	11/10/2025	150.65	
180716	BRANGERA	GERALD BRANDSASSE	REGULAR	11/10/2025	122.09	
180717	ELITESIGNS	ELITE SIGNS	REGULAR	11/10/2025	330.00	
180718	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/10/2025	8,142.09	
180719	FRONTIER	FRONTIER	REGULAR	11/10/2025	2,135.70	
180720	GENERALSA	GENERAL SALES CO.	REGULAR	11/10/2025	1,991.44	
180721	HOBART	HOBART SALES & SERVICE LA-JON INC	REGULAR	11/10/2025	271.13	
180722	IKE WALKER	IKE WALKER ORGANIZATION	REGULAR	11/10/2025	1,080.00	
180723	INSIGHT	INSIGHT PUBLIC SECTOR INC	REGULAR	11/10/2025	4,044.70	
180724	ITECH	ITECH	REGULAR	11/10/2025	595.99	
180725	MARIETTAOFFIC	MARIETTA OFFICE SUPPLY	REGULAR	11/10/2025	28.00	
180726	REGIONALJ	WV REGIONAL JAIL & CORRECTIONAL FACILITY	REGULAR	11/10/2025	178,364.85	
180727	RIS	RECORDS IMAGING & STORAGE INC	REGULAR	11/10/2025	931.88	
180728	RUNYON	RUNYON LOCK SERVICE	REGULAR	11/10/2025	25.00	
180729	SHIRT	SHIRT FACTORY	REGULAR	11/10/2025	1,291.11	
180730	SMITH JODI	JODI SMITH	REGULAR	11/10/2025	151.76	
180731	TAYLOR'S D	TAYLOR'S DISPOSAL INC	REGULAR	11/10/2025	217.79	
180732	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	11/10/2025	277.30	
180733	VERIZONW	VERIZON WIRELESS	REGULAR	11/10/2025	737.03	
180734	WATERBOY	WATERBOY LLC	REGULAR	11/10/2025	37.50	
180735	WVCGSIRP	WVCORP	REGULAR	11/10/2025	14,663.12	

Handwritten signature and initials, possibly 'RKH', are present on the right side of the page, overlapping the table data.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
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GENERAL FUND Bank Id 101 Totals

216,730.00

A handwritten signature in black ink, appearing to be "D. J. [unclear]", is written diagonally across the lower right portion of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9434	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/10/2025	231.70	
9435	ITECH	ITECH	REGULAR	11/10/2025	1,226.40	
9436	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	11/10/2025	241.38	
9437	RIFFWILL	RIFFLE WILLIAM H.	REGULAR	11/10/2025	130.23	
9438	VERIZONW	VERIZON WIRELESS	REGULAR	11/10/2025	40.01	
E-911 FUND Bank Id 107 Totals					<u>1,869.72</u>	

A large, stylized handwritten signature in black ink, located in the lower right quadrant of the page. The signature is written in a cursive style and appears to be a name, possibly "D. J. [unclear]".

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3762	BIINCORP	BI INCORPORATED	REGULAR	11/10/2025	8,322.65	
3763	WVDTL	WV DRUG TESTING LABORATORIES. INC	REGULAR	11/10/2025	471.00	
HOME CONFINEMENT Bank Id 108 Totals					<u>8,793.65</u>	

Signature
Signature

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4369	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	11/10/2025	1,033.63	
4370	BANKCARD	BANKCARD CENTER	REGULAR	11/10/2025	343.92	
4371	BATTERIES	BATTERIES DIRECT	REGULAR	11/10/2025	128.16	
4372	BREATHING	BREATHING AIR SYSTEMS	REGULAR	11/10/2025	899.27	
4373	ELAN	ELAN FINANCIAL SERVICES	REGULAR	11/10/2025	530.30	
4374	LIBERTY	LIBERTY MUTUAL INSURANCE	REGULAR	11/10/2025	2,966.00	
4375	MONPOWER	MON POWER	REGULAR	11/10/2025	100.11	
4376	WOODCOFIR	WOOD COUNTY FIRE FIGHTER'S ASSOCIATION	REGULAR	11/10/2025	100.00	
FIRE SERVICE FEE Bank Id 120 Totals					6,101.39	

[Handwritten Signature]

[Handwritten Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8837	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/10/2025	462.72	

ASSESSOR'S VALUATION Bank Id 156 Totals

462.72



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9318	CITY OF RIPLEY	CITY OF RIPLEY	REGULAR	11/10/2025	95.68	
9319	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	11/10/2025	201.50	
9320	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	11/10/2025	159.26	
9321	ITECH	ITECH	REGULAR	11/10/2025	272.50	
9322	PHARCHEM	PHARMCHEM INC	REGULAR	11/10/2025	351.45	
9323	WOOD CO W	WOOD COUNTY WASTE	REGULAR	11/10/2025	187.18	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					<u>1,267.57</u>	



Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
7267	MCCAULEY	MCCAULEY WEBSTER & EMRICK	VOID	11/10/2025	(34.00)	X
7276	REISENFELD	REISENFELD AND ASSOCIATES	REGULAR	11/10/2025	34.00	
COUNTY CLERK REFUND Bank Id 405R Totals					0.00	
Report Totals					235,225.05	

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5960	HEALTH	HIGHMARK WEST VIRGINIA	HAND	11/06/2025	431,413.55	
5961	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	HAND	11/07/2025	1,986.00	
GENERAL FUND Bank Id 101 Totals					<u>433,399.55</u>	
Report Totals					<u>433,399.55</u>	

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