

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, DECEMBER 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 9:45 A.M., the County Commission of Wood County, upon a motion by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AWARD the bid for two (2) Subcompact SUVs for the Wood County Sheriff's Department to Mid-State Chevrolet, 26 Days Drive, Sutton, WV 26601 at a bid price of \$30,697.20 each. (Order C/280)

The County Commission of Wood County, upon a motion by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AWARD the bid for five (5) Subcompact SUVs for the Wood County Sheriff's Department to Northside Motorcar Co., 812 Northside Drive, Summersville, WV 26651 with a bid price of \$41,058.00 each. (Order C/281)

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-six thousand twenty-nine dollars and seventy-six cents (\$26,029.76) for November, 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/3225)

At 9:52 A.M., Tim Goosman met with the County Commission to interview for a board seat on the Lubeck Public Service District.

At 10:09 A.M., Rick Olcott met with the County Commission to interview for a board seat on the Lubeck Public Service District.

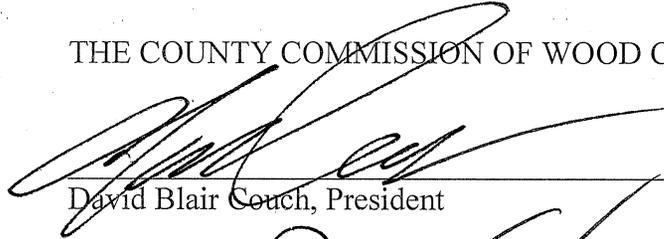
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:44 A.M

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

C/280, C/281, A3225

APPROVED:

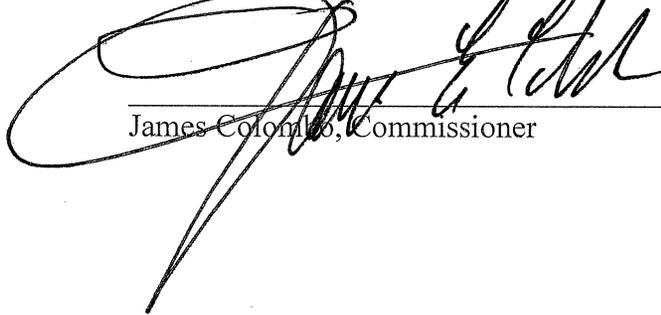
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission
Agenda

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

9:45 A.M.	Consider awarding bid for 2 subcompact AWD SUVs for the Sheriff's Department	
9:50 A.M.	Consider awarding bid for 5 mid-size Durgango pursuit-rated SUVs for the Sheriff's Department	
10:00 A.M.	Interview for Lubeck Public Service District Board	Tim Goosman
10:15 A.M.	Interview for Lubeck Public Service District Board	Rick Olcott
	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, impropers 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 December 11, 2025

Please Print

1. TIM GODSMAN
2. RICK OLCOTT
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DECEMBER 11, 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 \$26,029.76 AND IS FOR NOVEMBER, 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-six thousand twenty-nine dollars and seventy-six cents (\$26,029.76) for November, 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:

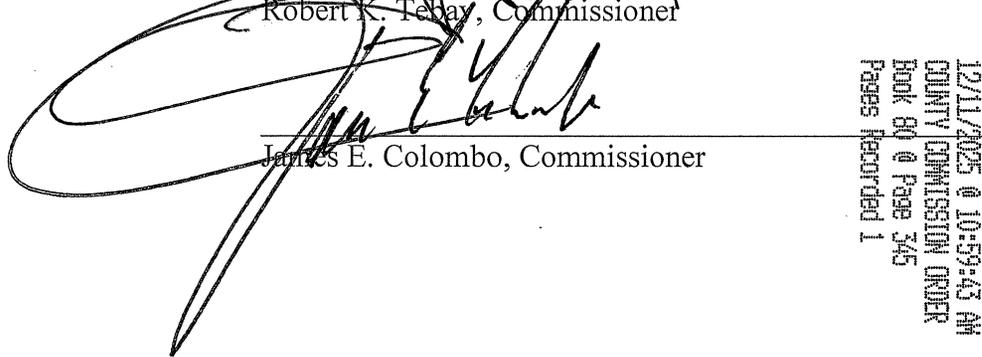
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3225

Wood County
Joe Gonzales, Clerk
Instrument 88369087
12/11/2025 @ 10:59:43 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 345
Pages Recorded 1

DECEMBER 11, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR
SHERIFF'S VEHICLES.

ORDER

On this date, the County Commission of Wood County, upon a motion by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, did hereby AWARD the bid for five (5) Subcompact SUVs for the Wood County Sheriff's Department to the following:

Northside Motorcar Co.
812 Northside Drive
Summersville, WV 26651

Bid Price - \$41,058.00 each

APPROVED:

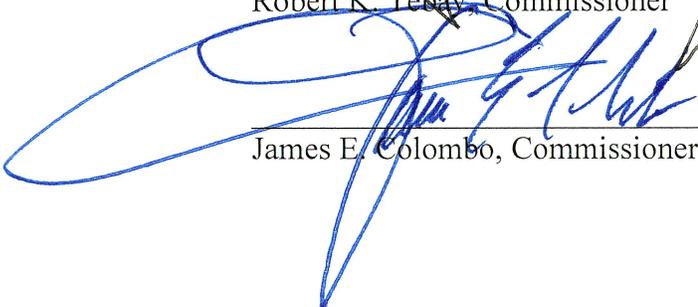
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/281

Wood County
Joe Gonzales, Clerk
Instrument 88369085
12/11/2025 @ 10:57:38 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 344
Pages Recorded 1

DECEMBER 11, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR
SHERIFF'S VEHICLES.

ORDER

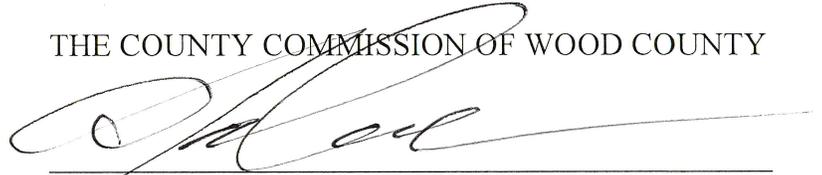
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Mid-State Chevrolet
26 Days Drive
Sutton, WV 26601

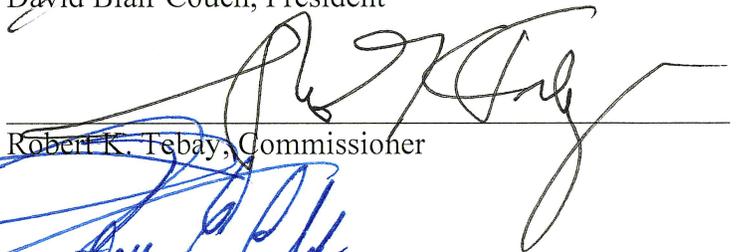
Bid Price - \$30,697.20 each

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

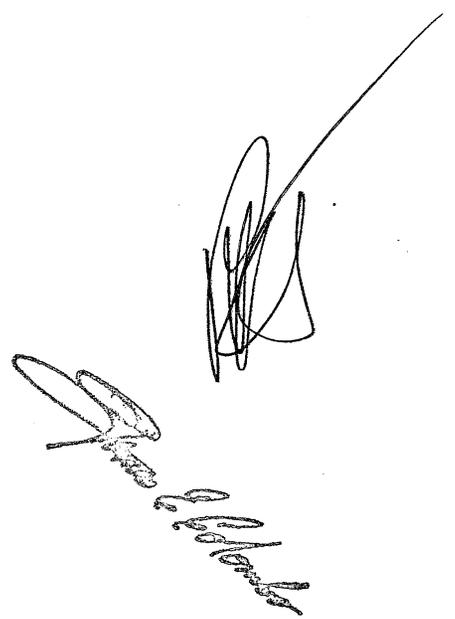
CW/280

Wood County
Joe Gonzales, Clerk
Instrument: 88369069
12/11/2025 @ 10:20:08 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 343
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
5993	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	12/10/2025	1,118.60	
5994	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	12/10/2025	1,012.56	
5995	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	12/10/2025	1,708.92	
5996	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	12/10/2025	1,513.13	
5997	HEALTH	HIGHMARK WEST VIRGINIA	HAND	12/10/2025	14,302.79	
5998	HEALTH	HIGHMARK WEST VIRGINIA	HAND	12/10/2025	8,575.75	
5999	HEALTH	HIGHMARK WEST VIRGINIA	HAND	12/10/2025	9,745.17	
6000	HEALTH	HIGHMARK WEST VIRGINIA	HAND	12/10/2025	6,796.16	

GENERAL FUND Bank Id 101 Totals	44,773.08
Report Totals	44,773.08



[Handwritten Signature]

Check Register Report for Wood County Commission

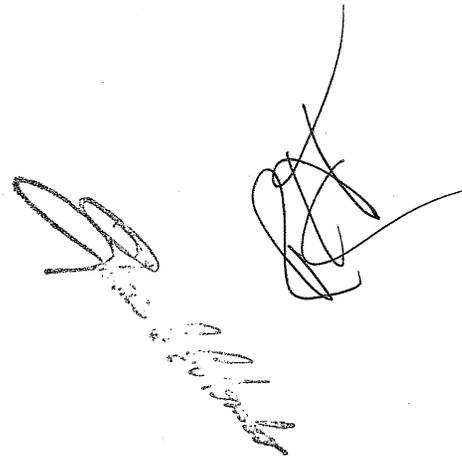
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9342	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	12/08/2025	55.00	
9343	DOMINIONH	HOPE GAS INC.	REGULAR	12/08/2025	351.18	
9344	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	12/08/2025	142.65	
9345	MONPOWER	MON POWER	REGULAR	12/08/2025	1,536.39	
9346	U S BANK	U.S. BANK	REGULAR	12/08/2025	1,627.20	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					3,712.42	
Report Totals					220,242.84	



[Handwritten Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8843	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	12/08/2025	515.32	
8844	U S BANK	U.S. BANK	REGULAR	12/08/2025	140.00	
ASSESSOR'S VALUATION Bank Id 156 Totals					<u>655.32</u>	



Handwritten signatures and scribbles, including a signature that appears to read "K. J. ...".

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4412	ARMSTRONG GR	ARMSTRONG	REGULAR	12/08/2025	43.69	
4413	ATLANTIC ES	ATLANTIC EMERGENCY SOLUTIONS	REGULAR	12/08/2025	41,141.69	
4414	BANKCARD	BANKCARD CENTER	REGULAR	12/08/2025	426.99	
4415	BILLBAILEY	BILL BAILEY INSURANCE AGENCY. INC.	REGULAR	12/08/2025	6,907.00	
4416	BLAVOS	BLAVOS DIESEL REPAIR	REGULAR	12/08/2025	696.70	
4417	D&RAUTOMOTIV	D & R AUTOMOTIVE & TRUCK REPAIR. LLC	REGULAR	12/08/2025	7,646.72	
4418	DOMINIONH	HOPE GAS INC.	REGULAR	12/08/2025	119.39	
4419	ELITE PEST	ELITE PEST MANAGEMENT	REGULAR	12/08/2025	125.00	
4420	HUNTINGTONB	HUNTINGTON PUBLIC CAP CORP	REGULAR	12/08/2025	7,863.47	
4421	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	12/08/2025	20.18	
4422	PIFER'S S	PIFER'S SERVICE CENTER	REGULAR	12/08/2025	500.00	
4423	WASTE M	WASTE MANAGEMENT OF WV INC	REGULAR	12/08/2025	48.35	

FIRE SERVICE FEE Bank Id 120 Totals

65,539.18

[Handwritten Signature]

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Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
3765	BIINCORP	BI INCORPORATED	REGULAR	12/08/2025	8,458.05	

HOME CONFINEMENT Bank Id 108 Totals

8,458.05

Handwritten signatures and scribbles, including a large diagonal line extending from the right side of the page.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9462	CINTAS	CINTAS CORPORATION	REGULAR	12/08/2025	358.42	
9463	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	12/08/2025	263.64	
9464	FRONTIER	FRONTIER	REGULAR	12/08/2025	244.58	
9465	GOHEALTH	UPMC GOHEALTH WVA	REGULAR	12/08/2025	95.00	
9466	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	12/08/2025	404.00	
9467	NOLANS	NOLAN'S SERVICES LLC	REGULAR	12/08/2025	1,575.00	
9468	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	12/08/2025	208.98	
9469	U S BANK	U.S. BANK	REGULAR	12/08/2025	4,680.78	
E-911 FUND Bank Id 107 Totals					7,830.40	

Handwritten signatures and a date stamp. The date stamp reads "12/8/2025".

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
808	HUMANE SO	HUMANE SOCIETY	REGULAR	12/08/2025	3,333.33	

DOG FUND Bank Id 103 Totals

3,333.33



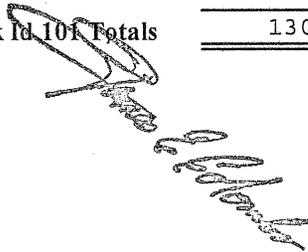
Handwritten signatures and initials, including a signature that appears to read "Diana G. [unclear]" and another set of initials.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
180834	STOMPNGROUNI	STOMP-N-GROUNDS CRAFT COFFEES	REGULAR	12/08/2025	357.50	
180835	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	12/08/2025	460.06	
180836	TAYLOR'S D	TAYLOR'S DISPOSAL INC	REGULAR	12/08/2025	217.79	
180837	TRANSUNION	TRANSUNION RISK AND ALTERNATIVE DATA	REGULAR	12/08/2025	150.75	
180838	UNION WIL	UNION WILLIAMS PSD	REGULAR	12/08/2025	79.86	
180839	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	12/08/2025	3,108.34	
180840	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	12/08/2025	34.13	
180841	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	12/08/2025	3,071.94	
180842	WVCGSIRP	WVCORP	REGULAR	12/08/2025	33,117.00	
180843	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	12/08/2025	256.00	
180844	WVSOCIALMEDI	WV SOCIAL MEDIA CONSULTANTS	REGULAR	12/08/2025	1,500.00	
180845	U S BANK	U.S. BANK	REGULAR	12/08/2025	38,184.71	

GENERAL FUND Bank Id. 101 Totals

130,714.14




Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
180809	10-42	10-42 TACTICAL	REGULAR	12/08/2025	210.40	
180810	AAP	ADVANCE AUTO PARTS	REGULAR	12/08/2025	500.00	
180811	ABMDI	AMERICAN BOARD OF MEDICOLEGAL DEATH	REGULAR	12/08/2025	50.00	
180812	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	12/08/2025	68.27	
180813	ARTSBRIDG	ARTSBRIDGE	REGULAR	12/08/2025	136.53	
180814	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	12/08/2025	51.20	
180815	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	12/08/2025	34.13	
180816	CRUM G	GWEN CRUM	REGULAR	12/08/2025	57.22	
180817	DISH	DISH NETWORK	REGULAR	12/08/2025	139.08	
180818	ENGLEFIELD	ENGLEFIELD OIL COMPANY	REGULAR	12/08/2025	9,036.31	
180819	FRONTIER	FRONTIER	REGULAR	12/08/2025	618.54	
180820	GENERALSA	GENERAL SALES CO.	REGULAR	12/08/2025	1,887.02	
180821	GOODYEAR	GOODYEAR AUTO SERVICE CENTER	REGULAR	12/08/2025	3,674.52	
180822	HUMANE SO	HUMANE SOCIETY	REGULAR	12/08/2025	19,250.00	
180823	JARRELLN	NANCY S. JARRELL, CCR	REGULAR	12/08/2025	53.00	
180824	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	12/08/2025	68.27	
180825	MINERAL	MINERAL WELLS PUBLIC SERVICE DISTRICT	REGULAR	12/08/2025	426.39	
180826	MINERALWELLS	MINERAL WELLS VETERINARY CLINIC	REGULAR	12/08/2025	333.00	
180827	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	12/08/2025	1,559.58	
180828	OIL	OIL AND GAS MUSEUM	REGULAR	12/08/2025	102.40	
180829	P-ART	PARKERSBURG ART CENTER	REGULAR	12/08/2025	102.40	
180830	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	12/08/2025	170.66	
180831	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	12/08/2025	8,533.17	
180832	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	12/08/2025	34.13	
180833	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	12/08/2025	3,079.84	