

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, JANUARY 8, 2026

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 9:37 A.M., Assessor John Kelly met with the County Commission to express his concern about a rumor that is circulating on the internet regarding personal property taxes.

At 9:43 A.M., Stacy DeCicco from the United Way, gave an update on the various warming centers that have filed with them to ensure they have the property set up in their facility.

At 9:51 A.M., 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, placed Alyssa Mennillo in nomination for reappointment to the Wood County Historic Landmarks Commission. (Order A/3234)

At 9:52 A.M., 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, placed

George Chandler, Democrat and Sean Andrews, Republican, in nomination for reappointment to the Wood County Civil Service Commission for Deputy Sheriffs. (Order A/3233)

At 9:54 A.M., 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, announced that vacancies exist on the Local Emergency Planning Committee. Said vacancies are due to the fact that the terms of Chief Steve Scholl (Vienna Volunteer Fire Department), Jane Wise (Bureau of Fiscal Services), Blaine Auville (Community Representative), JJ Barrett (WVU Extension Service), Ronald Utt (DuPont), Don Brown (Wood County Schools), Chief Jason Matthews (Parkersburg Fire Department), Margeretta Twaney (Mid-Ohio Valley Health Department), Mike Kesterson (Mid-Ohio Valley Transportation), Dale McEwuen (Emergency Management) and expired on December 31, 2025. They also announced the following vacancies that will expire December 31, 2026: Todd Wines (American Red Cross), Barry Justice (Camden Clark Memorial Hospital), Aaron Fleenor (E-911) and John Cumpston (Parkersburg Police Department). (Order A/3231)

At 9:56 A.M., Pursuant to Chapter 11, Article 3, Section 24 of the Code of the State of West Virginia, of 1931, as amended, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, THE COUNTY COMMISSION OF WOOD COUNTY, will meet for the purpose of reviewing and equalizing the assessments made by the Assessor of the said County of Wood, for the year 2026 on the following dates: February 2, 2026 at 10:00 o'clock A.M., at which time the Assessor shall submit the property books for the current year. Taxpayers may come before the Board of Review and Equalization, February 2, 5, 9 and 12, 2026, with each session beginning at 10:00 o'clock A.M. until 12:00 Noon, and if needed, afternoon appointments from 1:00 o'clock P.M. until 3:00 o'clock P.M. on said dates if needed,

concluding at 3:00 o'clock P.M. on the 19th day of February, 2026 for the purpose of hearing any and all complaints of taxpayers as to the assessments placed upon his or her property by the Assessor. Hearings will also be available Monday, February 9, 2026 from 5:00 P.M. to 7:00 P.M. by appointment only. Appointments for all hearings must be made through the County Administrator's Office. The County Commission shall proceed to examine and review the property books and shall add on the books, the names of persons, the value of personal property and descriptions and value of all real estate liable to assessments, which were omitted by the Assessor. They shall correct all errors in the names of persons, in the description of value of property and they shall cause to be done whatever else may be necessary to make the valuation comply with the provisions of this Chapter; but, in no case, shall any questions of classification or taxability be considered or reviewed. IF ANY PERSON FAILS TO APPLY FOR RELIEF IN THIS MATTER, HE/SHE SHALL HAVE WAIVED HIS/HER RIGHT TO ASK FOR CORRECTION IN HIS/HER ASSESSMENT LIST FOR THE CURRENT YEAR, AND SHALL NOT, THEREAFTER, BE PERMITTED TO QUESTION THE CORRECTNESS OF HIS/HER LIST AS FINALLY FIXED BY THE COUNTY COMMISSION, EXCEPT ON APPEAL TO THE CIRCUIT COURT. The County Commission will tour properties and adjourn Sine Die on February 19, 2026. (Order A/Board2026)

At 10:00 A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended. James E. Colombo, Robert K. Tebay and David Blair Couch, County Commissioners, met with Marty Seufer, County Administrator. All those present

proceeded to discuss the matter for which the said EXECUTIVE SESSION was held, regarding personnel. The Commission, having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:14 A.M. (Order C/287)

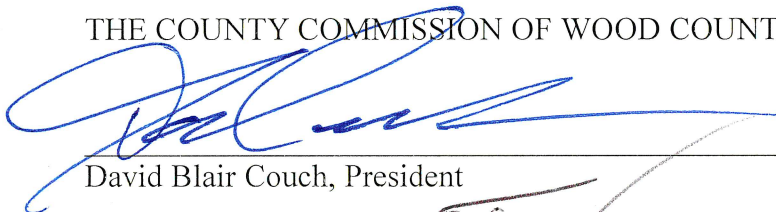
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:46 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

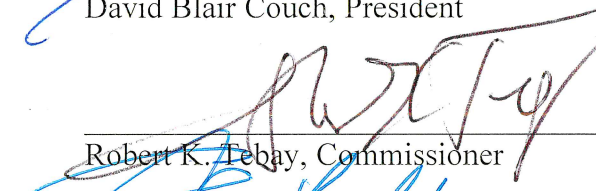
A/Board 2026, A/3231, A/3233, A/3234, C/287

APPROVED:

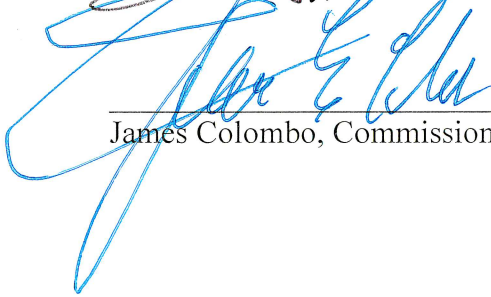
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission
Agenda

January 8, 2026 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider putting Alyssa Mennillo in nomination for reappointment to the Wood County Historic Landmarks Commission	
	Consider putting George Chandler and Sean Andrews in nomination for reappointment to the Wood County Civil Service Commission for Deputy Sheriffs	
	Consider announcing vacancies on the Local Emergency Planning Committee (LEPC)	
	Consider setting Board of Review and Equalization dates	
	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 January 8, 2026

Please Print

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.
11.
12.
13.
14.
15.
16.
17.
18.
19.
20.

JANUARY 8, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

ORDER

IN RE: BOARD OF REVIEW AND EQUALIZATION - 2026

Pursuant to Chapter 11, Article 3, Section 24 of the Code of the State of West Virginia, of 1931, as amended, upon a motion made by James E. Colombo, seconded by Robert K. Tebay and made unanimous by David Blair Couch, THE COUNTY COMMISSION OF WOOD COUNTY, will meet for the purpose of reviewing and equalizing the assessments made by the Assessor of the said County of Wood, for the year 2026 on the following dates: February 2, 2026 at 10:00 o'clock A.M., at which time the Assessor shall submit the property books for the current year. Taxpayers may come before the Board of Review and Equalization, February 2, 5, 9 and 12, 2026, with each session beginning at 10:00 o'clock A.M. until 12:00 Noon, and if needed, afternoon appointments from 1:00 o'clock P.M. until 3:00 o'clock P.M. on said dates if needed, concluding at 3:00 o'clock P.M. on the 19th day of February, 2026 for the purpose of hearing any and all complaints of taxpayers as to the assessments placed upon his or her property by the Assessor. Hearings will also be available Monday, February 9, 2026 from 5:00 P.M. to 7:00 P.M. by appointment only. Appointments for all hearings must be made through the County Administrator's Office.

The County Commission shall proceed to examine and review the property books and shall add on the books, the names of persons, the value of personal property and descriptions and value of all real estate liable to assessments, which were omitted by the Assessor. They shall correct all errors in the names of persons, in the description of value of property and they shall cause to be done whatever else may be necessary to make the valuation comply with the


provisions of this Chapter; but, in no case, shall any questions of classification or taxability be considered or reviewed.

IF ANY PERSON FAILS TO APPLY FOR RELIEF IN THIS MATTER, HE/SHE SHALL HAVE WAIVED HIS/HER RIGHT TO ASK FOR CORRECTION IN HIS/HER ASSESSMENT LIST FOR THE CURRENT YEAR, AND SHALL NOT, THEREAFTER, BE PERMITTED TO QUESTION THE CORRECTNESS OF HIS/HER LIST AS FINALLY FIXED BY THE COUNTY COMMISSION, EXCEPT ON APPEAL TO THE CIRCUIT COURT.

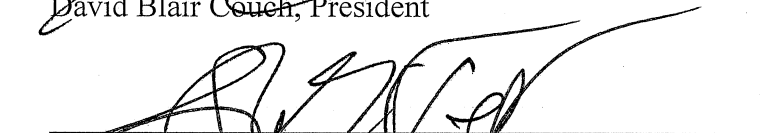
The County Commission will tour properties and adjourn Sine Die on February 19, 2026.

APPROVED:

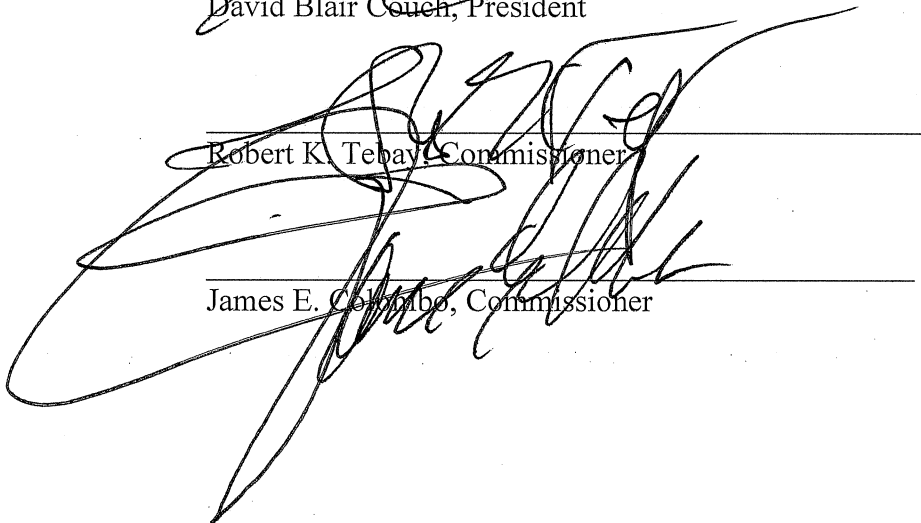
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colquhoun, Commissioner

Wood County
Joe Gonzales, Clerk
Instrument 88370604
01/08/2026 @ 03:26:06 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 394
Pages Recorded 2

JANUARY 8, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ANNOUNCED THAT VACANCIES
EXIST ON THE WOOD COUNTY LOCAL EMERGENCY
PLANNING COMMITTEE.

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, announced that vacancies exist on the Local Emergency Planning Committee. Said vacancies are due to the fact that the terms of Chief Steve Scholl (Vienna Volunteer Fire Department), Jane Wise (Bureau of Fiscal Services), Blaine Auville (Community Representative), JJ Barrett (WVU Extension Service), Ronald Utt (DuPont), Don Brown (Wood County Schools), Chief Jason Matthews (Parkersburg Fire Department), Margeretta Twaney (Mid-Ohio Valley Health Department), Mike Kesterson (Mid-Ohio Valley Transportation), Dale McEwuen (Emergency Management) and expired on December 31, 2025.

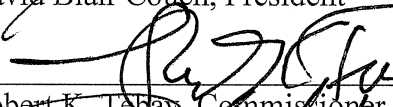
They also announced the following vacancies that will expire December 31, 2026: Todd Wines (American Red Cross), Barry Justice (Camden Clark Memorial Hospital), Aaron Fleenor (E-911) and John Cumpston (Parkersburg Police Department).

APPROVED:

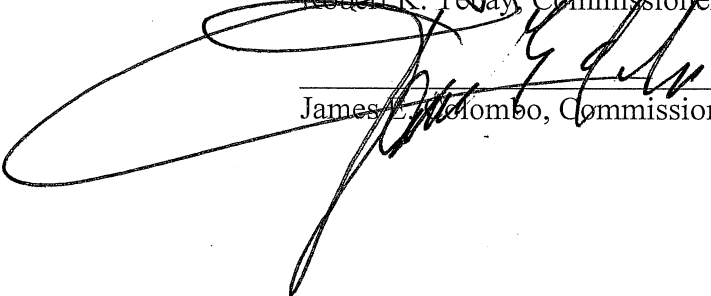
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

Wood County
Joe Gonzales, Clerk
Instrument 8870572
01/08/2026 @ 02:59:13 PM
COUNTY COMMISSION ORDER
BOOK 80 @ Page 379
Pages Recorded 1

JANUARY 8, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA.

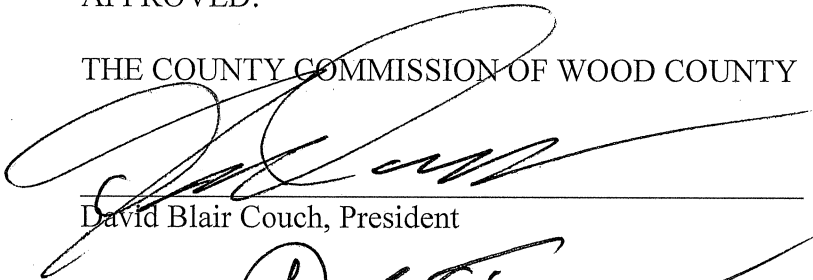
IN RE: THE COUNTY COMMISSION PLACED GEORGE CHANDLER, DEMOCRAT AND SEAN ANDREWS, REPUBLICAN, IN NOMINATION TO THE WOOD COUNTY CIVIL SERVICE COMMISSION FOR DEPUTY SHERIFFS.

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, placed George Chandler, Democrat and Sean Andrews, Republican, in nomination for reappointment to the Wood County Civil Service Commission for Deputy Sheriffs. The terms expired June 30, 2025.

APPROVED:

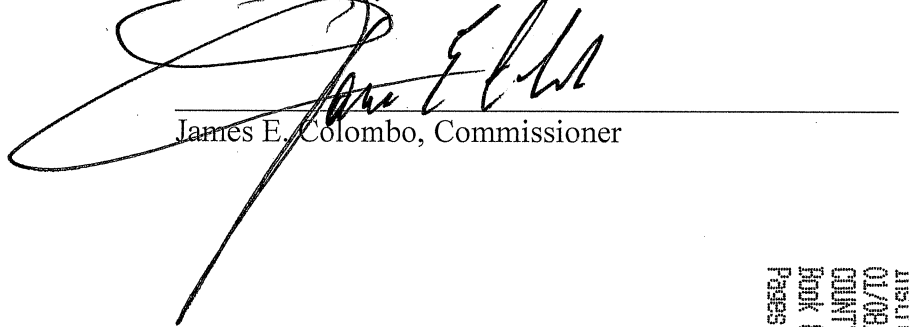
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3233

Wood County
Joe Gonzales, Clerk
Instrument 88370587
01/08/2026 @ 03:05:57 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 381
Pages Recorded 1

JANUARY 8, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION PLACED ALYSSA MENNILLO IN
NOMINATION FOR REAPPOINTMENT TO THE WOOD
COUNTY HISTORIC LANDMARKS COMMISSION.

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, placed Alyssa Mennillo in nomination for reappointment to the Wood County Historic Landmarks Commission.

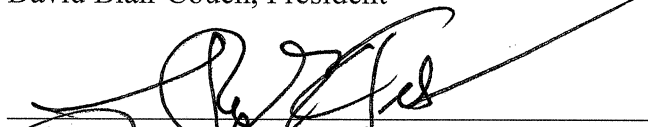
The term will expire on December 31, 2030.

APPROVED:

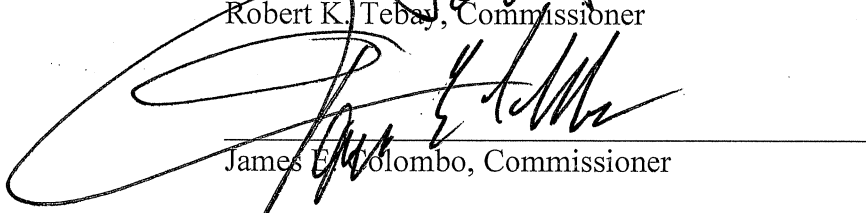
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/3234

Wood County
Joe Gonzales, Clerk
Instrument 88370588
01/08/2026 @ 03:10:01 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 382
Pages Recorded 1

JANUARY 8, 2026

EXECUTIVE SESSION OF THE WOOD COUNTY COMMISSION

This 8th day of January, 2025, at 10:00 o'clock A.M., in Room 203, of the Wood County Courthouse, Parkersburg, West Virginia, upon motion of David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, County Commissioners, upon prior adjournment of the regular session, convened in EXECUTIVE SESSION upon authority granted by the West Virginia Code, Chapter 6, Article 9A, Section 4, as amended.

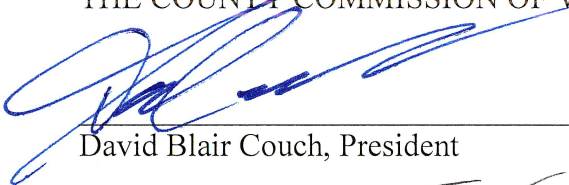
WHEREUPON, the said James E. Colombo, David Blair Couch, and Robert K. Tebay, County Commissioners met with Marty Seufer, County Administrator.

All those present proceeded to discuss the matter for which the said EXECUTIVE SESSION was had, regarding personnel.

The Commission having concluded said discussion, the said EXECUTIVE SESSION adjourned at 10:14 o'clock A.M.

APPROVED:

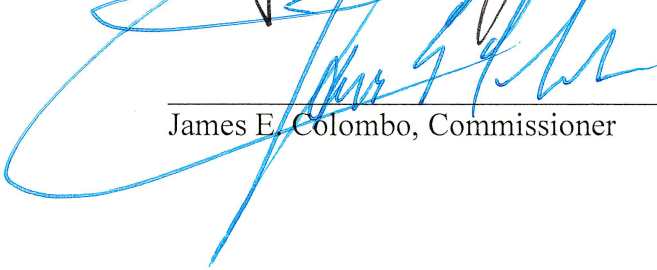
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

CW/287

Wood County
De Gonzalez, Clerk
Instrument 88372287
01/08/2026 @ 12:06:28 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 413
Pages Recorded 1

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6024	DOMINIONH	HOPE GAS INC.	REGULAR	01/06/2026	6,701.58	
6025	MONPOWER	MON POWER	REGULAR	01/06/2026	30,918.30	
180951	HEALTH	HIGHMARK WEST VIRGINIA	REGULAR	01/06/2026	444,956.87	

GENERAL FUND Bank Id 101 Totals 482,576.75

Report Totals 482,576.75

James E. Colombo

[Signature]

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6008	CHILD	CHILD SUPPORT ENF DIV	REGULAR	12/30/2025	659.83	
6009	EMPOWER	EMPOWER RETIREMENT	REGULAR	12/30/2025	115.00	
6010	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	12/30/2025	110,037.41	
6011	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	12/30/2025	2,144.00	
6012	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	12/30/2025	2,090.20	
6013	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	12/30/2025	28,232.54	
6015	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	12/30/2025	1,956.24	
6016	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	12/30/2025	1,247.43	
6017	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	12/30/2025	2,814.35	
6018	HEALTH	HIGHMARK WEST VIRGINIA	HAND	12/30/2025	13,928.76	
6019	HEALTH	HIGHMARK WEST VIRGINIA	HAND	12/30/2025	20,601.61	
6020	HEALTH	HIGHMARK WEST VIRGINIA	HAND	12/30/2025	11,505.05	
6021	EMSRS	EMERGENCY MEDICAL SERVICES	REGULAR	12/30/2025	21,355.98	
6022	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	12/30/2025	54,724.24	
6023	WV RETIRE	WV PUBLIC EMP RETIREMENT	REGULAR	12/30/2025	93,542.08	
180930	AMERICAN	AFLAC	REGULAR	12/30/2025	41.54	
180931	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	12/30/2025	613.30	
180932	WESTERNSO	WESTERN & SOUTHERN LIFE	REGULAR	12/30/2025	30.80	
180933	COPFEE	CITY OF PARKERSBURG	REGULAR	12/30/2025	5,859.02	

PAYROLL FUND Bank Id 101 Totals 371,499.38

Report Totals 371,499.38