

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, MARCH 5, 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 9:30 A.M., the County Commission approved the hiring of Lane Zmijewski as an employee of the Wood County Sheriff's Department.

Marty Seufer's oath of office as County Administrator was put on record on this date.

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Assistance Grant Number 23-VA-2078. The Request for Reimbursement is in the amount of six thousand six hundred seventy dollars and eighty-four cents (\$6,670.84) for the month of November, 2025. (Order A/3259)

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, did hereby

AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Assistance Grant Number 23-VA-2078. The Request for Reimbursement is in the amount of six thousand six hundred seventy dollars and eighty-four cents (\$6,670.84) for the month of October, 2025. (Order A/3260)

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Assistance Grant Number 23-VA-2078. The Request for Reimbursement is in the amount of six thousand six hundred seventy dollars and eighty-four cents (\$6,670.84) for the month of December, 2025. (Order A/3261)

At 9:45 A.M., the County Commission presented certificates to students who won the "I Voted" for Wood County.

At 10:00 A.M., the County Commission unveiled the building plaque for the Wood County Resiliency Center, followed by a reception for Commissioner Tebay, who retired on this day.

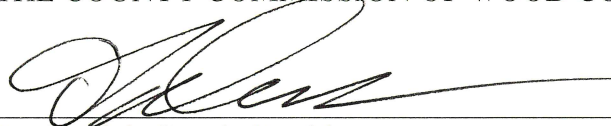
Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:30 A.M.

**ORDERS APPROVED AND ATTACHED TO THESE MINUTES**

A/3259, A/3260, A/3261

APPROVED:

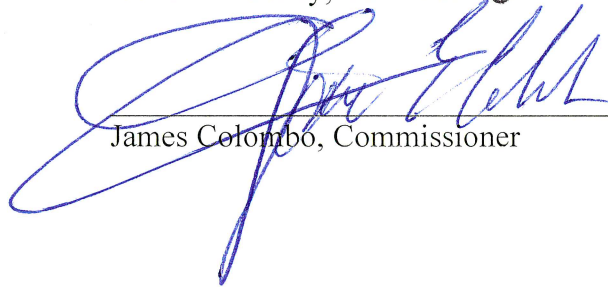
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner



Wood County Commission  
Agenda

March 5, 2026 | 9:30 A.M.  
328 Second Street  
Parkersburg, WV 26101

9:30 A.M.	Consider Request to Hire Lane R. Zmijewski as a Wood County Deputy Sheriff - \$54,905.87/yr.	
9:45 A.M.	Present certificates to the "I Voted" winners for Wood County	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

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**Discussion, Review, and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached**

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**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**

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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

Updates on Board and Commissions, if needed:

Mid-Ohio Valley Health Department  
Mid-Ohio Valley Regional Council  
Parkersburg/Wood County Visitors & Convention Bureau  
Parks & Recreation Commission (Mountwood Park)  
Wood County Community Corrections  
Wood County Solid Waste Authority  
WVU Extension Service Committee  
Wood County Airport Authority  
Wood County Commission on Crime, Delinquency & Correction  
Wood County Development Authority  
Wood County Recreation Commission  
Work Force Investment Act Board  
Downtown Task Force  
E-911 Communications Advisory Board  
Mid-Ohio Valley Regional Airport Committee  
Wood County Local Emergency Planning Committee  
Wood County Planning Commission  
Wood-Washington-Wirt Interstate Planning Commission

# 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

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3 MINUTES PER PERSON

MARCH 5, 2026

PLEASE PRINT NAME	ADDRESS

Wood County Commission Meeting  
Held March 5, 2026

**Please Print**

1. Ashley Shivlar
2. Jesse Shivlar
3. Isabelle McCloy
4. Olivia McCloy
5. Elijah Shivlar
6. Alayna Carpenter
7. Teia Bills
8. Nathaniel Carpenter
9.
10.
11.
12.
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18.
19.
20.

MARCH 5, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ASSISTANCE (VOCA) GRANT NUMBER 23-VA-2078. SAID REQUEST IS IN THE AMOUNT OF \$6,670.84 AND IS FOR DECEMBER, 2025.

**ORDER**

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, did hereby AUTHORIZE David Blair Couch, on behalf of the County Commission, to sign the Request for Reimbursement in regard to the Victims of Crime Assistance Grant Number 23-VA-2078. The Request for Reimbursement is in the amount of six thousand six hundred seventy dollars and eighty-four cents (\$6,670.84) for the month of December, 2025.

Documentation pertaining to the Victims of Crime Advocate 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/3261

Wood County  
Job Gonzales, Clerk  
Instrument 88374630  
03/05/2026 @ 11:58:01 AM  
COUNTY COMMISSION ORDER  
Book 00 @ Page 494  
Pages Recorded 1

MARCH 5, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ASSISTANCE (VOCA) GRANT NUMBER 23-VA-2078. SAID REQUEST IS IN THE AMOUNT OF \$6,670.84 FOR OCTOBER, 2025.

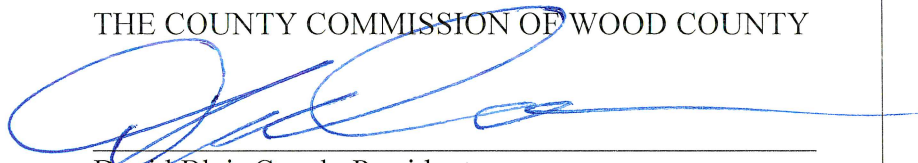
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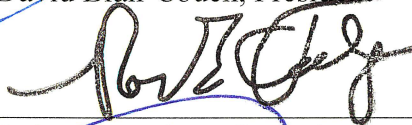
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APPROVED:

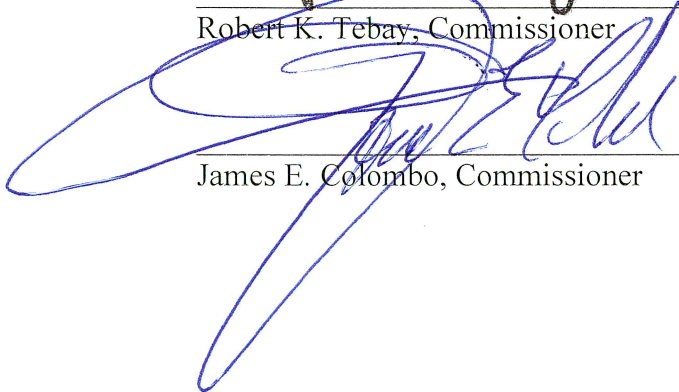
THE COUNTY COMMISSION OF WOOD COUNTY



\_\_\_\_\_  
David Blair Couch, President



\_\_\_\_\_  
Robert K. Tebay, Commissioner



\_\_\_\_\_  
James E. Colombo, Commissioner

A/3260

Wood County  
Joe Gonzales, Clerk  
Instrument 88374628  
03/05/2026 @ 11:35:21 AM  
COUNTY COMMISSION ORDER  
Book 80 @ Page 482  
Pages Recorded 1

MARCH 5, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AUTHORIZED DAVID BLAIR COUCH TO SIGN THE REQUEST FOR REIMBURSEMENT IN REGARD TO THE VICTIMS OF CRIME ASSISTANCE (VOCA) GRANT NUMBER 23-VA-2078. SAID REQUEST IS IN THE AMOUNT OF \$6,670.84 AND IS FOR NOVEMBER, 2025.

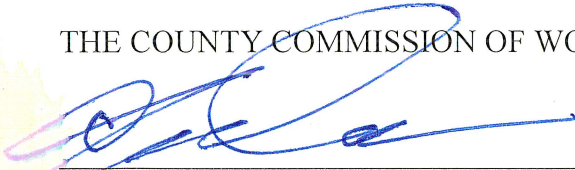
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APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY

  
\_\_\_\_\_  
David Blair Couch, President

  
\_\_\_\_\_  
Robert K. Tebay, Commissioner

  
\_\_\_\_\_  
James E. Colombo, Commissioner

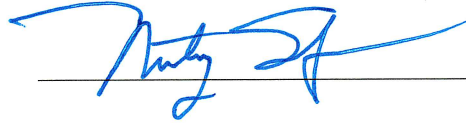
A/3259

Wood County  
Joe Bonzaies, Clerk  
Instrument 88374629  
03/05/2026 @ 11:56:00 AM  
COUNTY COMMISSION ORDER  
Book 00 @ Page 483  
Pages Recorded 1

STATE OF WEST VIRGINIA  
COUNTY OF WOOD }

TO -WIT:

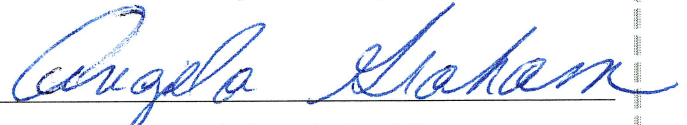
I, Marty Seufer, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and that I will faithfully and impartially discharge the duties of the office of County Administrator in and for Wood County, West Virginia, to the best of my skill and judgment, during my continuance in the same; SO HELP ME GOD.



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Subscribed and sworn to, before the County Commission of Wood County, West Virginia, this <sup>5</sup>th day of

MARCH, 2026



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County Commission of Wood County



Wood County  
Joe Gonzales, Clerk  
Instrument 88374371  
03/05/2026 @ 09:12:29 AM  
COUNTY COMMISSION ORDER  
Book 40 @ Page 476  
Page Records 1

# Check Register Report for Wood County Commission

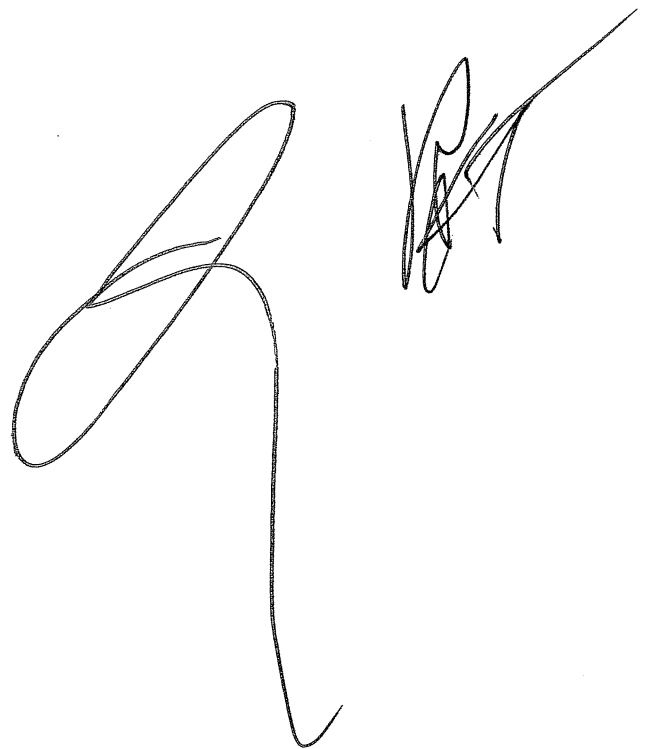
Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
8859	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	03/04/2026	108,383.38	

ASSESSOR'S VALUATION Bank Id 156 Totals

108,383.38

Report Totals

345,637.90

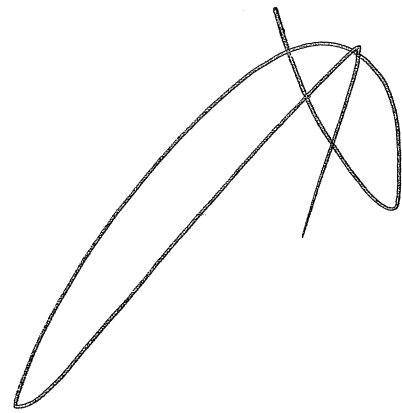


# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9550	GEN CO FD	GENERAL COUNTY FUNDS	REGULAR	03/04/2026	237,254.52	

E-911 FUND Bank Id 107 Totals

237,254.52

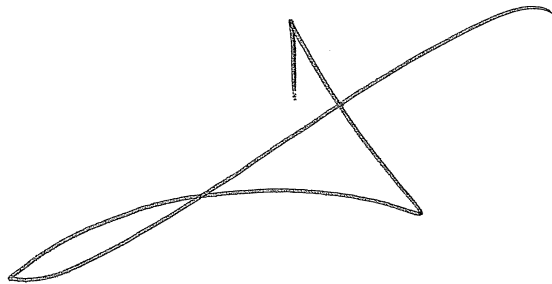


# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6092	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	03/04/2026	1,352.43	
6093	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	03/04/2026	2,961.26	
6094	HEALTH	HIGHMARK WEST VIRGINIA	HAND	03/04/2026	11,486.34	
6095	HEALTH	HIGHMARK WEST VIRGINIA	HAND	03/04/2026	12,576.95	
6096	WV HOSP I	RETIREE HEALTH BENEFIT TRUST FUND	HAND	03/04/2026	22,477.00	
9092	DENTAL	UNITED CONCORDIA COMPANIES. INC.	HAND	03/04/2026	1,148.35	

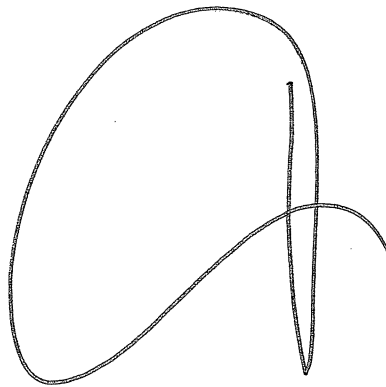
**GENERAL FUND Bank Id 101 Totals** 52,002.33

**Report Totals** 52,002.33

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4543	DOMINIONH	HOPE GAS INC.	REGULAR	03/03/2026	525.41	
4544	FRONTIER	FRONTIER	REGULAR	03/03/2026	110.20	
4545	LUBECKVFD	LUBECK VOLUNTEER FIRE DEPARTMENT	REGULAR	03/03/2026	34.35	
<b>FIRE SERVICE FEE Bank Id 120 Totals</b>					<u>669.96</u>	



# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
4529	ARMSTRONG GR	ARMSTRONG	REGULAR	03/02/2026	43.63	
4530	BLAVOS	BLAVOS DIESEL REPAIR	REGULAR	03/02/2026	1,951.44	
4531	CAS CABLE	CAS CABLE	REGULAR	03/02/2026	418.18	
4532	CFS	CONSOLIDATED FLEET SERVICES	REGULAR	03/02/2026	1,955.50	
4533	DOMINIONH	HOPE GAS INC.	REGULAR	03/02/2026	1,105.12	
4534	HUNTINGTONB	HUNTINGTON PUBLIC CAP CORP	REGULAR	03/02/2026	7,863.47	
4535	LUBECKPSD	LUBECK PUBLIC SERVICE DISTRICT	REGULAR	03/02/2026	174.65	
4536	MAGNEGRIP	MAGNEGRIP	REGULAR	03/02/2026	1,110.80	
4537	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	03/02/2026	49.00	
4538	MONPOWER	MON POWER	REGULAR	03/02/2026	283.92	
4539	MOUNTAINEERG	MOUNTAINEER GAS COMPANY	REGULAR	03/02/2026	502.65	
4540	RYANALES	ALESHIA RYAN	REGULAR	03/02/2026	1,000.00	
4541	UNION WIL	UNION WILLIAMS PSD	REGULAR	03/02/2026	199.81	
4542	WEX	WEX BANK	REGULAR	03/02/2026	103.44	
<b>FIRE SERVICE FEE Bank Id 120 Totals</b>					16,761.61	

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9411	ALCOHOLMONIT	ALCOHOL MONITORING SYSTEMS. INC.	REGULAR	03/02/2026	355.68	
9412	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	03/02/2026	23.25	
9413	DICKWARNER	WARNER PROFESSIONAL BUILDING	REGULAR	03/02/2026	1,095.00	
9414	DOMINIONH	HOPE GAS INC.	REGULAR	03/02/2026	171.22	
9415	FRONTIER	FRONTIER	REGULAR	03/02/2026	406.20	
9416	HENTBRIA	HENTHORN BRIAR	REGULAR	03/02/2026	77.29	
9417	JACKSON COUNT	JACKSON COUNTY PROPERTIES. LLC	REGULAR	03/02/2026	1,061.00	
9418	MONPOWER	MON POWER	REGULAR	03/02/2026	114.75	
9419	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	03/02/2026	906.42	
9420	WOOD CO W	WOOD COUNTY WASTE	REGULAR	03/02/2026	197.52	
<b>COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals</b>					4,408.33	
<b>Report Totals</b>					87,437.61	



[Handwritten Signature]

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6082	CHILD	CHILD SUPPORT ENF DIV	REGULAR	02/27/2026	659.83	
6083	EMPOWER	EMPOWER RETIREMENT	REGULAR	02/27/2026	115.00	
6084	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	02/27/2026	113,766.81	
6085	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	02/27/2026	2,144.00	
6086	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	02/27/2026	1,832.12	
6087	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	02/27/2026	28,012.89	
6089	EMSRS	EMERGENCY MEDICAL SERVICES	REGULAR	02/27/2026	17,850.91	
6090	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	REGULAR	02/27/2026	56,265.69	
6091	WV RETIRE	WV PUBLIC EMP RETIREMENT	REGULAR	02/27/2026	94,021.44	
181177	AMERICAN	AFLAC	REGULAR	02/27/2026	41.54	
181178	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	02/27/2026	613.30	
181179	WESTERNSO	WESTERN & SOUTHERN LIFE	REGULAR	02/27/2026	30.80	

**PAYROLL FUND Bank Id 101 Totals**

315,354.33

**Report Totals**

315,354.33



A large, stylized handwritten signature in black ink, located in the bottom right quadrant of the page. The signature is cursive and appears to be a personal name, possibly 'R. [unclear]'. It is written over a faint horizontal line that extends across the page.

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
181205	SHERWIN-W	SHERWIN-WILLIAMS PAINT	REGULAR	03/02/2026	39.92	
181206	STATE ELE	STATE ELECTRIC SUPPLY CO	REGULAR	03/02/2026	485.86	
181207	STUARTOIL	STUART OIL COMPANY	REGULAR	03/02/2026	850.00	
181208	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	03/02/2026	907.82	
181209	USBANKEQUIP	US BANK EQUIPMENT FINANCE	REGULAR	03/02/2026	3,107.81	
181210	WATERBOY	WATERBOY LLC	REGULAR	03/02/2026	37.50	
181211	WOOD CO H	WOOD COUNTY HISTORICAL & PRESERVATION	REGULAR	03/02/2026	69.26	
181212	WOOD CO P	WOOD COUNTY PARKS & REC. COMM.(MOUNTWOOD PARK)	REGULAR	03/02/2026	6,233.30	
181213	WVIF&EXP	WV INTERSTATE FAIR & EXP	REGULAR	03/02/2026	519.44	

**GENERAL FUND Bank Id 101 Totals**

66,267.67

# Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6088	VISION	VISION SERVICE PLAN (WV)	HAND	03/02/2026	3,617.27	
181181	10-42	10-42 TACTICAL	REGULAR	03/02/2026	254.17	
181182	ACTOR	THE ACTORS GUILD OF PARKERSBURG	REGULAR	03/02/2026	138.52	
181183	ARTSBRIDG	ARTSBRIDGE	REGULAR	03/02/2026	277.04	
181184	ATLANTICTACTI	ATLANTIC TACTICAL	REGULAR	03/02/2026	12,718.30	
181185	BELL HOME	BELLEVILLE HOMECOMING	REGULAR	03/02/2026	103.89	
181186	BHFI	BLENNERHASSETT HISTORICAL FOUNDATION INC	REGULAR	03/02/2026	69.26	
181187	CRUM G	GWEN CRUM	REGULAR	03/02/2026	118.56	
181188	CULLIGANQUEN	CULLIGAN QUENCH	REGULAR	03/02/2026	129.00	
181189	CWS	CWS	REGULAR	03/02/2026	132.01	
181190	FRONTIER	FRONTIER	REGULAR	03/02/2026	86.80	
181191	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	03/02/2026	22.25	
181192	INSIGHT	INSIGHT PUBLIC SECTOR INC	REGULAR	03/02/2026	1,054.88	
181193	JULIA-ANN	JULIA-ANN SQUARE HISTORICAL COMM. ASSOC.	REGULAR	03/02/2026	138.52	
181194	MARIETTAOFFIC	MARIETTA OFFICE SUPPLY	REGULAR	03/02/2026	87.07	
181195	MILLER CO	MILLER COMMUNICATIONS IN	REGULAR	03/02/2026	375.00	
181196	NOLANS	NOLAN'S SERVICES LLC	REGULAR	03/02/2026	9,798.00	
181197	NORTH STAR	NORTH STAR CHILD ADVOCACY CENTER	REGULAR	03/02/2026	5,000.00	
181198	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	03/02/2026	1,375.39	
181199	OIL	OIL AND GAS MUSEUM	REGULAR	03/02/2026	207.78	
181200	P-ART	PARKERSBURG ART CENTER	REGULAR	03/02/2026	207.78	
181201	P-HOMECOM	PARKERSBURG HOMECOMING	REGULAR	03/02/2026	346.29	
181202	P-WCVCB	PARKERSBURG/WOOD COUNTY CONVENTION &	REGULAR	03/02/2026	17,314.72	
181203	PMARATHON	PARKERSBURG NEWS & SENTINEL	REGULAR	03/02/2026	69.26	
181204	RON'S	RON'S PORTA JOHNS, INC.	REGULAR	03/02/2026	375.00	