

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, MARCH 16, 2026

PRESENT: DAVID BLAIR COUCH, PRESIDENT
JAMES E. COLOMBO, COMMISSIONER
JAMES E. HAMRIC, COMMISSIONER

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices and other correspondence.

The County Commission, upon a motion made by James E. Colombo, seconded by James E. Hamric and made unanimous by David Blair Couch, approved an Erroneous Assessment Application in regard to the Fire Service Fee. A copy is attached to these minutes and shall be made a part thereof.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., there were no public comments.

The County Commission discussed Phase 2 of the Highland Meadows Subdivision. Marty Seufer, Director of the Wood County Planning Commission presented to the County Commission of Wood County, a Phase 2 plat of Highland Meadows Subdivision. The Phase 2 plat of Highland Meadows Subdivision consists of nine (9) lots, located in Clay Taxing District and is being developed by Brad Dimit. The Claywood Park Public Service District will provide water and sewer facilities; all other utilities will be provided by the respective utility companies as stated in their

letters. A variance was issued for the requirement that utilities must be buried. Said subdivision, Phase 2 was approved with the variance by the Wood County Planning Commission on March 4, 2026 and sent to the Wood County Commission for their approval. Following discussion and review, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by James E. Hamric and made unanimous by David Blair Couch, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE the aforementioned Phase 2 plat of Highland Meadows Subdivision for recordation. (Order C/289)

At 9:37 A.M., the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by James E. Hamric, reappointed Terry Moore, Democrat, to the Wood County Airport Authority. The new terms will expire June 30, 2030. (Order A/3269)

At 9:38 A.M., the County Commission approved the hiring of Anna Berr and Darca Sapp as Telecommunicators at the E-911 Center.

At 9:39 A.M., Charon Kesselring from the American Red Cross requested that the Commission declare the month of March as National Red Cross Month. A copy of the Proclamation adopted is attached to these minutes and shall be made a part thereof.

At 9:52 A.M., Assessor John Kelly met with the County Commission to discuss his proposed 2026/2027 budget request.

At 10:01 A.M., the County Commission met with Coroner Mike St. Clair, who provided his 2025 statistics for the Coroner's Office.

At 10:15 A.M., Sheriff Rick Woodyard met with the County Commission and presented his 2026/2027 budget request.

At 10:38 A.M., Dale McEwuen, Director of the E-911 Telecommunications Center. He presented his 2026/2027 budget request.

At 10:48 A.M., Pat Lefebure, Prosecuting Attorney, presented his 2026/2027 budget request.

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 11:10 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

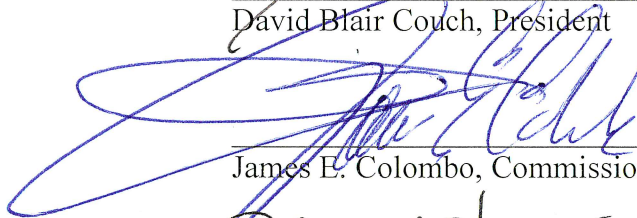
A/3269, C/289

APPROVED:

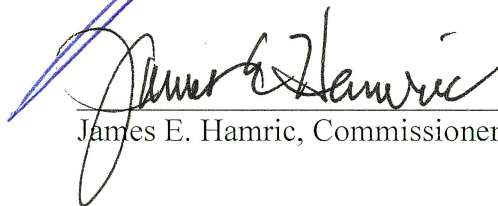
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner



Wood County Commission
Agenda

March 16, 2026 | 9:30 A.M.
1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Public Comment	
	Consider approval of Highland Meadows Subdivision Phase II and Highland Meadows Drive that consists of nine lots	Marty Seufer, Director – Wood County Planning Commission
	Consider reappointing Terry Moore to the Wood County Airport Authority	
	Consider Request to Hire Anna Berry as a full-time Telecommunicator	
	Consider Request to Hire Darca Sapp as a full-time Telecommunicator	
9:45 A.M.	Consider National Red Cross Month Proclamation	Sharon Kesselring, Executive Director
10:00 A.M.	Discuss 2025/2026 budget for the Assessor’s Office	John Kelly, Assessor
10:15 A.M.	Yearly Update – Wood County Coroner’s Office	Mike St. Clair, Coroner
10:30 A.M.	Discuss 2025/2026 budget for the E-911 Telecommunications Center	Dale McEwen, Director
10:45 A.M.	Discuss 2025/2026 budget for the Prosecuting Attorney’s Office	Pat Lefebure, Prosecuting Attorney
11:00 A.M.	Discuss 2025/2026 budget for the Sheriff’s Department	Rick Woodyard, Sheriff
	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

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

Wood County Commission Meeting
Held March 16, 2026

Please Print

1.	JOHN R. KELLY
2.	STANLEY KESSERLING
3.	MIKE ST. CLAIR
4.	PAULA "Rock" LOUDED
5.	RICK WOOLCHY
6.	
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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

MARCH 16, 2026

PLEASE PRINT NAME	ADDRESS

March 16, 2026

Proclamation

AMERICAN RED CROSS MONTH MARCH 2026

In March, we celebrate American Red Cross Month by honoring our neighbors who make its humanitarian mission possible in Wood County, WV. Every day, their acts of kindness change lives, bringing relief, comfort and hope when help can't wait. This compassionate spirit runs deep in our community, just as it has for 145 years through the American Red Cross.

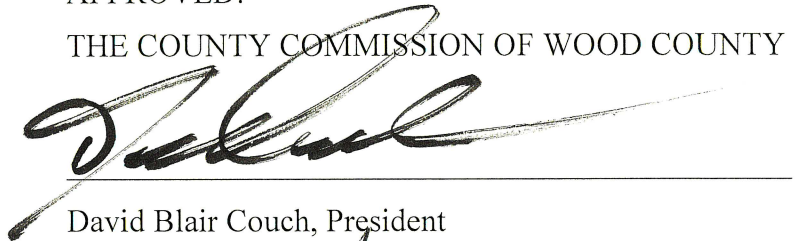
American Red Cross assists those impacted by disasters large and small; assists military members and their families; trains people in lifesaving skills such as CPR and first aid; and collects lifesaving blood for patient needs. Today, those who serve with the Ohio River Valley Chapter includes a staff of more than 90% volunteers.

These collective efforts are a powerful reminder that the strength of our community lies in our shared commitment to one another. As we mark Red Cross Month, let's celebrate our local heroes and resolve to continue lifting each other up, so no one faces an emergency alone.

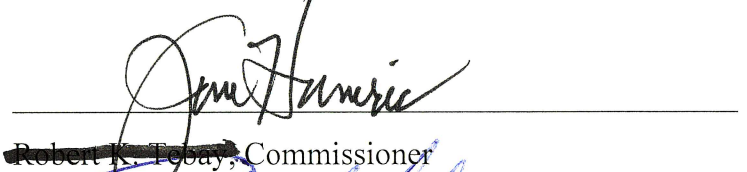
Therefore, The Commissioners of Wood County, West Virginia by virtue of the authority vested in the Commission by the laws of Wood County, WV, do hereby proclaim March 2026 as Red Cross Month. We encourage all citizens of Wood County to reach out and support its humanitarian mission.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



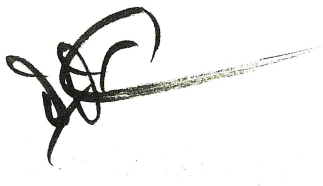
David Blair Couch, President



~~Robert K. Tobay, Commissioner~~



James E. Colombo, Commissioner

JK 

MARCH 16, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION REAPPOINTED TERRY MOORE
TO THE WOOD COUNTY AIRPORT AUTHORITY.

ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by James E. Hamric, reappointed Terry Moore, Democrat, to the Wood County Airport Authority.

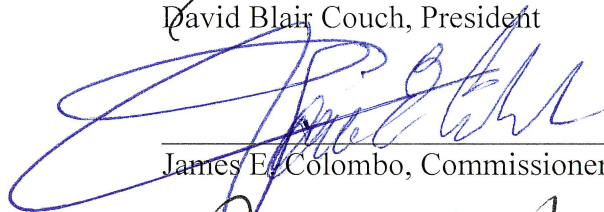
The new terms will expire June 30, 2030.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner

A/3269

Wood County
Joe Gonzales, Clerk
Instrument 88375135
03/16/2026 @ 10:44:31 AM
COUNTY COMMISSION ORDER
BOOK 80 @ PAGE 495
Pages Recorded 1

MARCH 16, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY AUTHORIZE DAVID
BLAIR COUCH AS PRESIDENT, TO EXECUTE THE PHASE 2 OF
HIGHLAND MEADOWS SUBDIVISION.


ORDER

On this date, came Marty Seufer, Director of the Wood County Planning Commission and presented to the County Commission of Wood County, a Phase 2 plat of Highland Meadows Subdivision. The Phase 2 plat of Highland Meadows Subdivision consists of nine (9) lots, located in Clay Taxing District and are being developed by Brad Dimit. Water and sewer facilities will be provided by the Claywood Park Public Service District; all other utilities will be provided by the respective utility companies as stated in their letters. A variance was issued for the requirement for the depth utilities must be buried. Said, subdivision Phase 2 was approved with the variance by the Wood County Planning Commission on March 4, 2026 and sent to the Wood County Commission for their approval.

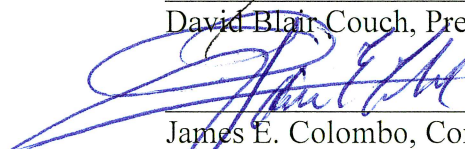
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APPROVED:

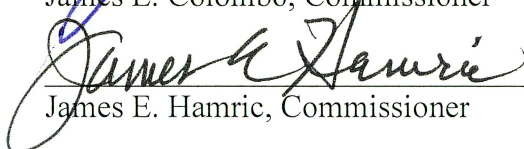
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner

Wood County
Joe Gonzales, Clerk
Instrument 8875137
03/16/2026 @ 10:41:39 AM
COUNTY COMMISSION DEPT
BOOK 80 @ PAGE 494
Pages Recorded 1

**Wood County Commission
Fire Service Fee
Erroneous Assessment Application**

Ticket # 13541
Customer Name SMITH CHERYL K; SMITH LARRY W & JOYCE M
Customer # 12738
Tax Year 2026

Upon the request of customer LARRY SMITH
whose address is 6147 NEW ENGLAND RDG RD WASHINGTON

aggrieved by an erroneous assessment in District # 2
Map # 80 0001 0000 0000 in the County of Wood for the 2026 tax year.

The County Commission therefore orders that said property owner be hereby exonerated from the
said erroneous assessment from the payment of the said fee so assessed in the 2026

The exoneration is based on the following information:

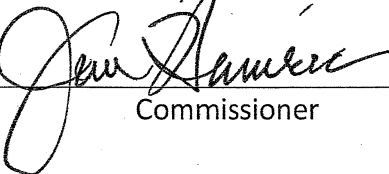
DUE TO ...THIS HOUSE HAD A CONTROL BURN; APPROVED BY ASSESSORS.

TICKET 13541: \$ 0

Original ticket amount \$ 30.82
Less amount exonerated \$ 30.82
Adjusted amount due \$ 0



Wood County Fire Service Board President



Commissioner



County Commission President

3-11-26

Date

Commissioner

At a regular session of the County Commission of Wood County, West Virginia, held at the
Courthouse
Of said county, The County Commission did approve this exoneration on

MARCH 16, 2026



WOOD COUNTY FIRE SERVICE BOARD • FIRE FEE

PO BOX 2005 • Parkersburg, WV 26102 • Phone: (304) 424-1991

FIRE FEE INVOICE FOR 2026



Customer #: 12738

SMITH CHERYL K 1/2
SMITH LARRY W & JOYCE M 1/2
6147 NEW ENGLAND RDG RD
WASHINGTON, WV 26181

Table with 5 columns: TICKET, DISTRICT/MAP/PARCEL, LOCATION, SQ FT, AMOUNT. Row 1: 13541, 02 80 0001 0000 0000, WILDMAN HILL RD, 1541, 30.82

TO AVOID INTEREST, PLEASE PAY BY:
May 15, 2026

Total: \$30.82
Delinquent Interest Accrued: \$0.00
TOTAL AMOUNT DUE: \$30.82

Due after March 15, 2026: \$30.82
Due after April 15, 2026: \$30.82
Due after May 15, 2026: \$32.05
Due after June 15, 2026: \$32.67

METHODS OF PAYMENT: CHECK, MONEY ORDER, OR CASH
CREDIT OR DEBIT (CONVENIENCE FEE ADDED)
ONLINE PAYMENTS: https://inquiries.woodcountywv.com/firefee
BY MAIL AT PO BOX 2005, PARKERSBURG, WV 26102
IN PERSON M-F 8:30-4:30, COUNTY TAX OFFICE 319 MARKET ST PARKERSBURG
DRIVE THRU HOURS 8:30-4:00 & DROP BOX IN ALLEY BEHIND TAX OFFICE
(INCLUDE BOTTOM OF BILL WITH PAYMENT)

Handwritten signature

RETURN THIS PORTION WITH YOUR 2026 PAYMENT

MAIL PAYMENTS TO:

WOOD CO. FIRE BOARD
PO BOX 2005
PARKERSBURG, WV 26102



Customer #: 12738

MAKE CHECKS PAYABLE TO:
WOOD COUNTY FIRE SERVICE BOARD

TOTAL AMOUNT DUE: \$30.82

DONATION (Optional) \$ _____

SMITH CHERYL K 1/2
SMITH LARRY W & JOYCE M 1/2
6147 NEW ENGLAND RDG RD
WASHINGTON, WV 26181

TOTAL PAYMENT AMOUNT ENCLOSED \$ _____

CHECK # _____

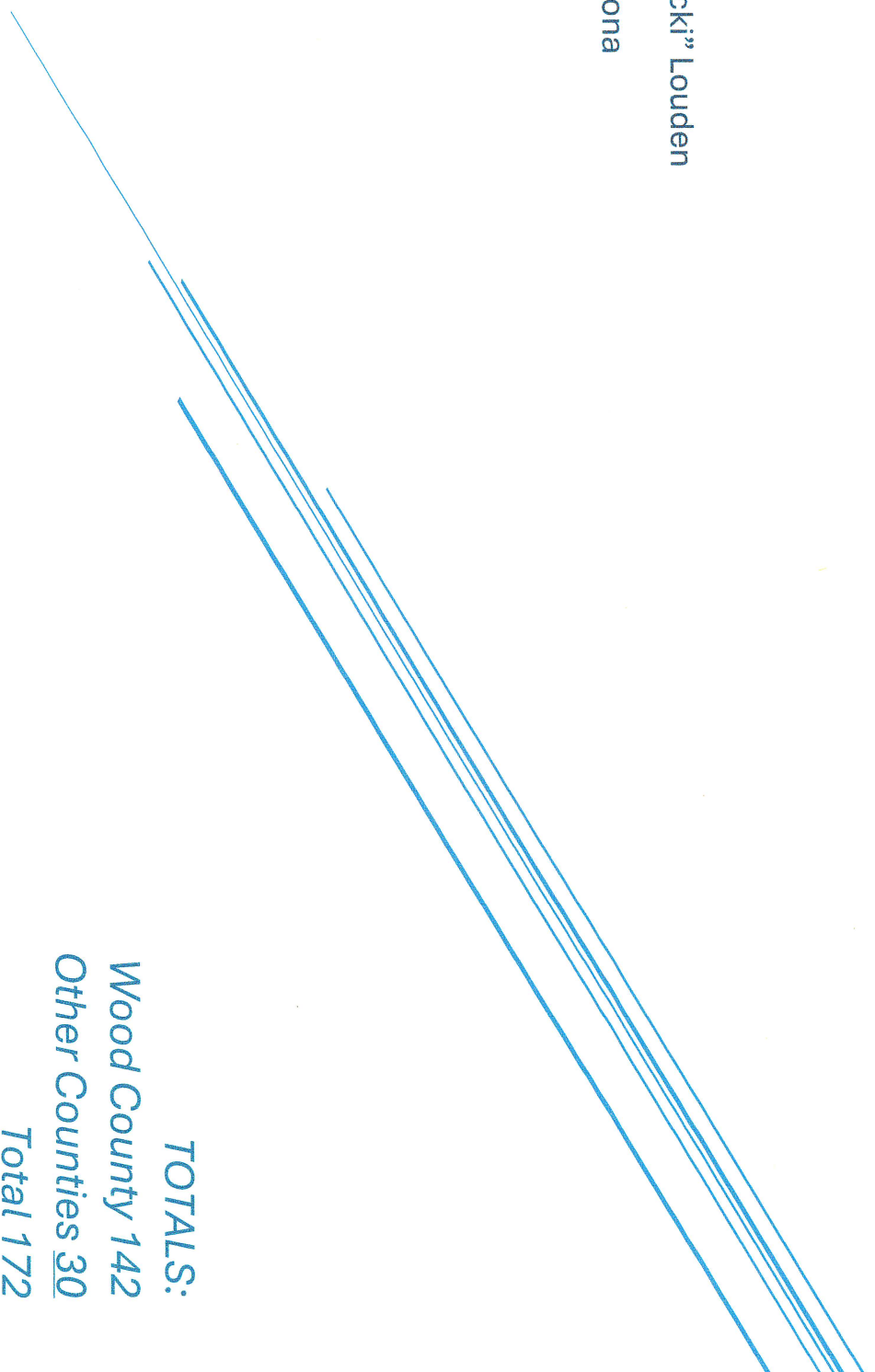
MAILING ADDRESS CHANGES: _____

WOOD COUNTY CORONER REPORT 2025

Michael St. Clair

Paula "Rocki" Louden

Eric Abilmona



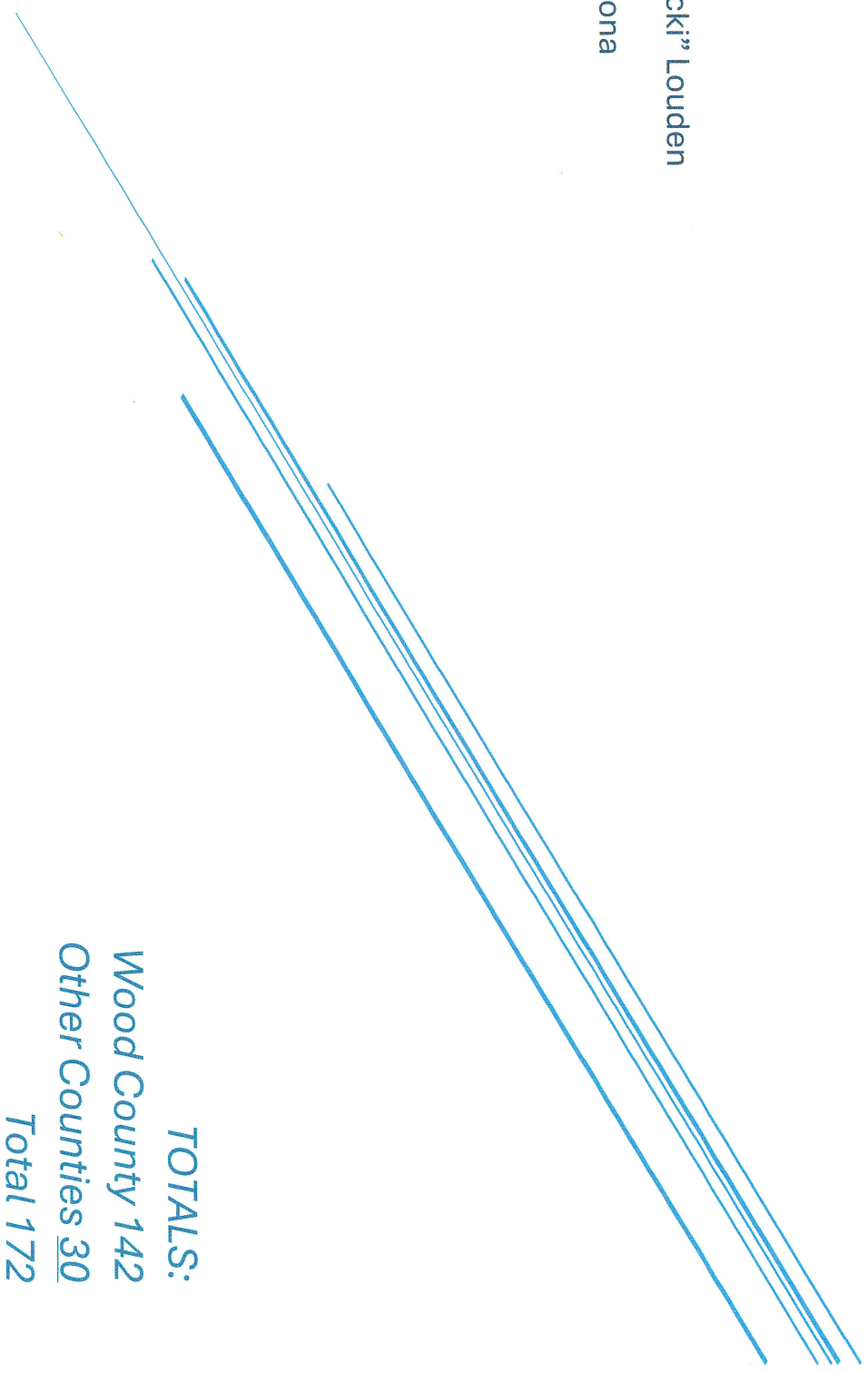
<i>TOTALS:</i>
<i>Wood County 142</i>
<i>Other Counties <u>30</u></i>
<i>Total 172</i>

WOOD COUNTY CORONER REPORT 2025

Michael St. Clair

Paula "Rocki" Louden

Eric Abilmona



TOTALS:

Wood County 142

Other Counties 30

Total 172

Wood County Coroner Report 2025

Summary of Deaths Investigated in Wood County

Overview

The following report summarizes the causes and numbers of deaths investigated by the Wood County Coroner in 2025. Each category reflects the total cases recorded for the year.

Categories of Deaths

- **Suicides:** 16 cases
- **Homicides:** 2 cases
- **Motor Vehicle Collisions (MVC's):** 6 cases
- **Atherosclerotic Cardiovascular Disease (ASCVD):** 43 cases
- **Other:** 17 cases
- **Drowning:** 1 case
- **Drug-related:** 39 cases
- **Fire:** 2 cases
- **Falls:** 10 cases
- **All-Terrain Vehicle (ATV) Accidents:** 2 cases
- **Tractor/Farm Incidents:** 3 cases
- **Sudden Unexpected Infant Death (SUID):** 1 case

Conclusion

This structured summary provides a clear account of the types and numbers of deaths handled by the Wood County Coroner in 2025. The report highlights the prevalence of ASCVD and drug-related cases, along with other causes ranging from accidents to intentional harm.

Wood County Coroner 2025

Monthly Breakdown by Cause of Death

The following section provides a comprehensive summary of the Wood County Coroner's reported cases, organized by month and specific cause of death. Each category represents a distinct manner or circumstance leading to fatality, with the monthly figures culminating in an annual total for each cause.

Cause of Death	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
	Suicides	2	2	2	1	2	0	3	0	2	2	0	0
Homicides	0	0	1	0	0	0	0	0	0	0	0	0	2
MVC's (Motor Vehicle Collisions)	1	0	0	1	3	0	0	0	0	0	0	1	6
ASCVD (Atherosclerotic Cardiovascular Disease)	3	3	4	1	2	4	7	5	3	4	5	2	43
Other	3	1	0	2	0	0	1	3	5	1	0	1	17
Drowning	0	0	0	0	0	0	1	0	0	0	0	0	1
Drugs	2	0	3	1	4	6	3	2	3	2	4	4	39
Fire	2	0	0	0	0	0	0	0	0	0	0	0	2
Falls	0	0	1	1	4	1	0	0	0	2	1	0	10
ATV	0	2	0	0	0	0	0	0	0	0	0	0	2
Tractor/Farm	0	0	0	0	0	1	1	1	0	0	0	0	3
SUID (Sudden Unexpected Infant Death)	0	0	0	1	0	0	0	0	0	0	0	0	1

The table above provides a detailed summary of the Wood County Coroner's reported cases, categorized by month and cause of death.

Wood County Coroner Report

Summary of Cases in other Counties

County	Suicides	Homicides	MVC's	ASCVD	Other	Drowning	Drugs	Fire	Falls	ATV	Tractor/Farm	SUID
Jackson	0	1	0	0	1	0	2	0	0	0	0	0
Kanawha	0	0	0	1	0	0	0	0	0	0	0	0
Pleasants	1	0	1	7	4	0	1	0	0	0	0	0
Ritchie	0	1	2	2	3	0	0	0	0	0	0	0
Tyler	0	0	0	0	0	0	1	0	0	0	0	0
Wirt	0	0	1	0	0	0	2	0	0	0	0	0

The table above summarizes the number of cases reported in each county, classified by cause: suicides, homicides, motor vehicle collisions (MVC's), atherosclerotic cardiovascular disease (ASCVD), other causes, drowning, drugs, fire, falls, ATV incidents, tractor/farm accidents, and Sudden Unexpected Infant Death (SUID).

Wood County Coroner Report 2025 – 5 Year Comparison

Overview

This section provides a comparative analysis of key causes of death in Wood County over a five-year period, from 2021 through 2025. The data highlights annual trends for each category, allowing for a clear understanding of changes and patterns in mortality within the county.

Yearly Comparison Table

Cause	2021	2022	2023	2024	2025
Homicides	6	5	4	3	3
Suicides	21	19	17	16	15
ASCVD (Atherosclerotic Cardiovascular Disease)	38	25	30	44	43
Other	36	22	24	9	17
Drowning	0	3	0	5	1
Drugs	56	51	53	45	39
Fire	2	3	3	2	3
Falls	3	7	9	2	10
ATV	0	1	0	1	2
Tractor/Farm	0	0	0	2	3
SUID (Sudden Unexpected Infant Death)	0	0	0	0	1



Key Observations

Throughout the five-year period, several notable trends and patterns emerged in the data:

- Suicides showed a gradual decrease, declining from 21 cases in 2021 to 15 in 2025.
- Homicides remained consistently low, with a slight drop to 2 cases in 2025.
- Motor vehicle collisions peaked in 2024 but dropped significantly in 2025.
- ASCVD deaths fluctuated, reaching their highest count in 2024 and experiencing a slight decrease in 2025.
- Drug-related deaths were the most prominent category each year, but declined steadily from 56 in 2021 to 39 in 2025.
- Falls increased sharply in 2025, rising to 10 cases.
- Categories such as fire, ATV, tractor/farm, and SUID deaths remained low, with only minor fluctuations over the five years.

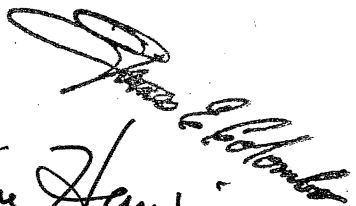
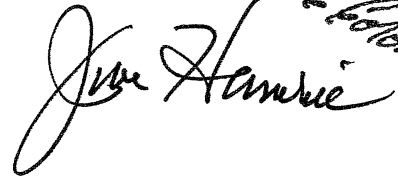
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6099	CHILD	CHILD SUPPORT ENF DIV	REGULAR	03/13/2026	659.83	
6100	EMPOWER	EMPOWER RETIREMENT	REGULAR	03/13/2026	115.00	
6101	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	03/13/2026	0.00	
6102	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	03/13/2026	106,232.82	
6103	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	03/13/2026	2,194.00	
PAYROLL FUND Bank Id 101 Totals					109,201.65	
Report Totals					109,201.65	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6098	WV DEPUTY	WV DEPUTY SHERIFF'S RETIREMENT	HAND	03/11/2026	1,590.50	
181242	P-LIBRARY	PARKERSBURG & WOOD COUNTY PUBLIC LIBRARY	REGULAR	03/11/2026	141,150.41	
181243	SEWAH	SEWAH STUDIOS, INC.	REGULAR	03/11/2026	2,945.00	
GENERAL FUND Bank Id 101 Totals					145,685.91	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9565	SEWAH	SEWAH STUDIOS, INC.	REGULAR	03/11/2026	3,370.00	

E-911 FUND Bank Id 107 Totals 3,370.00

Report Totals 149,055.91

John L. ...
Jana ...