

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

NO. 1 COURT SQUARE, SUITE 205
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, APRIL 2, 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.

AGENDA AND DISCUSSION ITEMS

At 9:30 A.M., the County Commission recognized the Parkersburg High School Swim Team and Wrestling Team. Certificates were presented.

At 10:01 A.M., the County Commission of Wood County, upon motion made by David Blair Couch, seconded by James E. Hamric and made unanimous by James E. Colombo, did hereby AUTHORIZE the publication of requests for bids for demolition, cleanup, and removal of a structure on a property located at 33 Homewood Road, Washington, WV 26181. (Order L/24)

West Virginia Governor Patrick Morrisey has declared Friday, April 3, 2026 as a half-day off for State employees without charge against accrued annual leave; therefore, it is hereby ORDERED that the Courthouse and its offices will be closed at Noon on this date in observance of Good Friday. Doing so is not intended to create and should not be construed in any manner as creating a legal holiday within the meaning of the West Virginia Code. Accordingly, this action

should not be construed as creating a legal holiday that affects the Civil Service, State, or County employees; it is simply a half-day off. County employees who work on this day during the scheduled time off will receive equal comp time off. (Order A/3273)

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, adopted a Resolution in reference to Budget Revision No. 3 in the General County Fund Budget for the fiscal year 2025/2026. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Joe Gonzales, Clerk of the County Commission. (Order A/3275)

Lane R. Zmijewski took his oath as a Deputy Sheriff on this date.

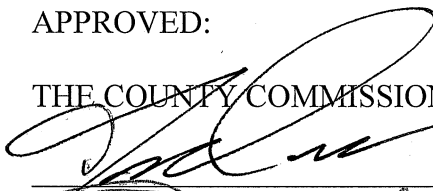
Having no further scheduled appointments or business to attend to, the County Commission adjourned at approximately 10:29 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

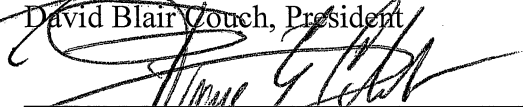
A/3272, , A/3275, L/24

APPROVED:

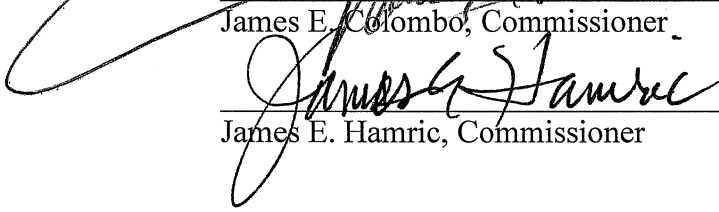
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner



Wood County Commission
Agenda

April 2, 2026 | 9:30 A.M.
No. 1 Court Square, Room 203
Parkersburg, WV 26101

9:30 A.M.	Present Certificates to the PHS wrestling and swim teams	
	Consider going out to bid for the cleanup/demolition of property located at 33 Homewood Road, Washington, WV	Levi Brady, Compliance Officer
	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 April 2, 2026

Please Print

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APRIL 2, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: PUBLICATION OF LEGAL NOTICE FOR BIDS FOR DEMOLITION OF A
STRUCTURE ON A PROPERTY LOCATED AT 33 HOMEWOOD ROAD,
WASHINGTON, WV 26181.

ORDER

On this date, the County Commission of Wood County, upon motion made by David Blair Couch, seconded by James E. Hamric and made unanimous by James E. Colombo, did hereby AUTHORIZE the publication of requests for bids for demolition, cleanup, and removal of a structure on a property located at 33 Homewood Road, Washington, WV 26181.

Documentation pertaining to the aforementioned property is on file in the Wood County Compliance Office.

APPROVED:


THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner

L/024

Wood County
Joe Gonzales, Clerk
Instrument 88376869
04/02/2026 @ 01:56:56 PM
COUNTY COMMISSION ORDER
Book 80 @ Page 511
Pages Recorded 1

APRIL 2, 2025

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ORDERED THAT THE COUNTY COURTHOUSE AND ITS OFFICES WILL BE CLOSED HALF A DAY ON APRIL 3, 2026 IN OBSERVANCE OF GOOD FRIDAY.

ORDER

West Virginia Governor Patrick Morrisey has declared Friday, April 3, 2026 as a half-day off for State employees without charge against accrued annual leave; therefore, it is hereby ORDERED that the Courthouse and its offices will be closed at Noon on this date in observance of Good Friday. Doing so is not intended to create and should not be construed in any manner as creating a legal holiday within the meaning of the West Virginia Code. Accordingly, this action should not be construed as creating a legal holiday that affects the Civil Service, State, or County employees; it is simply a half-day off. County employees who work on this day during the scheduled time off will receive equal comp time off.

APPROVED:

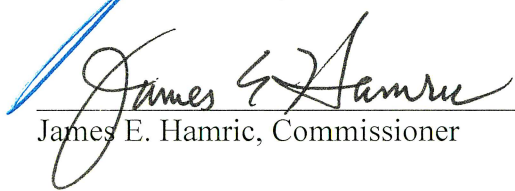
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner

ADMINISTRATIVE ORDER

SUPREME COURT OF APPEALS OF WEST VIRGINIA

RE: JUDICIAL HOLIDAY DECLARED

WHEREAS, the Governor of the State of West Virginia has proclaimed a general cessation of business for state employees on the last half of Friday, April 3, 2026; and

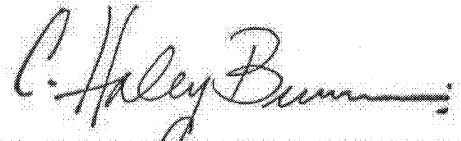
WHEREAS, Article VIII § 3, of the Constitution of the State of West Virginia provides that the chief justice shall be the administrative head of all the courts;

It is, therefore, ORDERED that the last half of Friday, April 3, 2026, shall be a judicial holiday for judicial offices operating within the West Virginia Judicial System. This Order applies to all judicial offices and judicial employees operating under the authority, supervision, or control of the Supreme Court of Appeals of West Virginia.

It is further ORDERED that the chief circuit court judge of each circuit shall notify the magistrates and magistrate clerk's offices of this day and shall make an appropriate directive to provide the availability of magistrate court services on this date. Such directives may include, but are not limited to, provisions for filing with magistrate court clerks, directing a particular magistrate or magistrates to be on duty or on call, or such other local provision as will ensure access to the magistrate court. Further, judicial officers may, at their discretion, hear time sensitive matters.

The Administrative Office is hereby directed to distribute copies of this Administrative Order by appropriate means to the Intermediate Court of Appeals judges, all circuit judges, family court judges, and magistrates.

ENTERED: March 31, 2026



C. HALEY BURN
Chief Justice

Wood County
Joe Gonzalez, Clerk
Instrument 88376291
04/02/2026 @ 09:32:57 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 507
Pages Recorded 1

APRIL 2, 2026

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ADOPTED A RESOLUTION IN
REFERENCE TO BUDGET REVISION NO. 3 IN THE GENERAL
COUNTY FUND BUDGET FOR THE FISCAL YEAR 2025/2026.

ORDER

On this date, 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, adopted a Resolution in reference to Budget Revision No. 3 in the General County Fund Budget for the fiscal year 2025/2026. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by Joe Gonzales, Clerk of the County Commission.

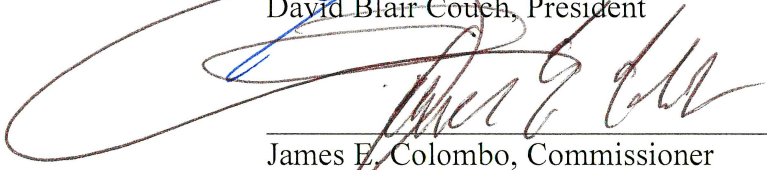
A copy of the Resolution and Request for Revision is attached to this Order and should be made a part thereof.

APPROVED:


THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



James E. Colombo, Commissioner



James E. Hamric, Commissioner

A/3275



Office of the Wood County Clerk

Wood County Courthouse
1 Court Square
P.O. Box 1474
Parkersburg, WV 26102-1474

Joe Gonzales
County Clerk

Phone: 304-424-1850

RESOLUTION

At a regular session of the county commission, held April 2nd, 2026 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Wood. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the General County budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on Fund 1 Budget Revision Number 3, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by James E. Hamric III and seconded by James E. Colombo and made unanimous by David Blair Couch, the vote thereon was as follows:

Handwritten signatures of James E. Hamric III, David Blair Couch, and James E. Colombo with 'Yes' or 'No' responses circled next to each signature.

WHEREUPON, David Blair Couch, declared said resolution be, and the same is, hereby adopted as so stated above, and the President authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26301
 Phone: 627-2415 ext. 5101 or ext. 5118
 Fax: 304-340-5090
 Email: Igs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
 FY: 26
 Fund: 1
 Rev. No. 3
 Pages: 2

Wood County Commission
 GOVERNMENT ENTITY

Person To Contact Regarding Request: P.O. Box 1474
 Name: **James Poling** STREET OR PO BOX COUNTY
 Phone: **(304)424-1854** Government Type
 Fax: Parkersburg 26102
 Email: jpoling@woodcountywv.com CITY ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
298	Assigned Fund Balance		340,001		340,001
323	State Grants	500,000	5,000		505,000
327	Charges for Services	80,850	1,736		82,586
366	Miscellaneous Revenue	52,817	4,400		57,217
382	Refunds/Reimbursements (External Sources)	286,658	2,353		289,011
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 353,490

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	3,589,726	4,400		3,594,126
402	County Clerk	1,270,774	18,214		1,288,988
403	Circuit Clerk	1,089,725	1,849		1,091,574
412	Agricultural Agent	171,072	2,366		173,438
413	Elections-County Clerk	271,685	1,736		273,421
424	Courthouse	768,111	8,825		776,936
425	Other Buildings	24,000	31,989		55,989
428	Data Processing	160,000	4,771		164,771
442	Federal Grants	100,000	3,244		103,244
443	State Grants	500,000	5,000		505,000
444	Other Grants	6,633	9,852		16,485

NET INCREASE/(DECREASE) Expenditures 353,490

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Div. Date

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

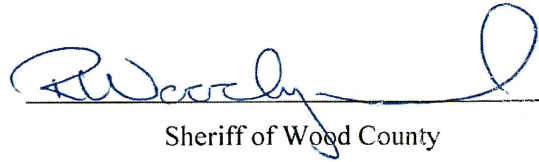
STATE OF WEST VIRGINIA
COUNTY OF WOOD

} TO-WIT:

I, Lane Robert Zmijewski, 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 Deputy Sheriff 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.



Subscribed and sworn to, before the County Commission of Wood County, West Virginia, this 2nd day of April, 2026.





Sheriff of Wood County

Wood County
Joe Gonzales, Clerk
Instrument 88376297
04/02/2026 @ 09:35:18 AM
COUNTY COMMISSION ORDER
Book 80 @ Page 508
Pages Recorded 1

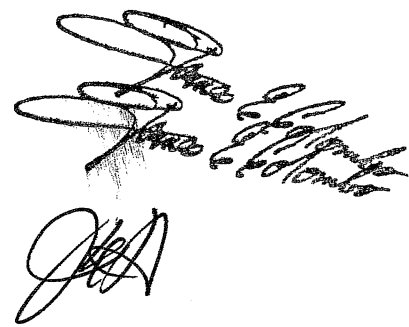
Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9443	CRYSTAL	CRYSTAL SPRING WATER	REGULAR	03/30/2026	54.25	
9444	DOMINIONH	HOPE GAS INC.	REGULAR	03/30/2026	109.98	
9445	FRONTIER	FRONTIER	REGULAR	03/30/2026	676.45	
9446	REYNOLDSL	REYNOLDS LANDSCAPING	REGULAR	03/30/2026	250.00	
9447	STATE FIRE M	STATE FIRE MARSHAL	REGULAR	03/30/2026	50.00	
COMM.CRIMINAL JUSTICE FUND Bank Id 172 Totals					1,140.68	
Report Totals					232,285.07	

Check Register Report for Wood County Commission

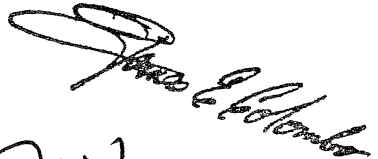

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
9577	RF TECHNOLOGY	RF TECHNOLOGY AMERICAS RFTA	REGULAR	03/30/2026	8,048.00	
E-911 FUND Bank Id 107 Totals					<u>8,048.00</u>	



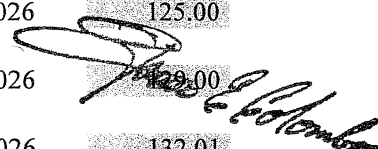

Handwritten signatures and initials, including a large signature that appears to read 'James E. ...' and initials 'JA' below it.

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
181315	NOLANS	NOLAN'S SERVICES LLC	REGULAR	03/30/2026	6,602.00	
181316	ODEPOT	ODP BUSINESS SOLUTIONS, LLC	REGULAR	03/30/2026	251.70	
181317	OPTIMUMB	OPTIMUM BUSINESS	REGULAR	03/30/2026	154.27	
181318	RON'S	RON'S PORTA JOHNS, INC.	REGULAR	03/30/2026	375.00	
181319	SHIRT	SHIRT FACTORY	REGULAR	03/30/2026	45.99	
181320	SOFTWARES	SOFTWARE SYSTEMS INC	REGULAR	03/30/2026	10,942.66	
181321	TAYLOR'S	TAYLOR'S TRASH REMOVAL	REGULAR	03/30/2026	374.02	
181322	TIMGRAHAM	TIM GRAHAM EXCAVATING LLC	REGULAR	03/30/2026	2,500.00	
181323	WCDA	WOOD COUNTY DEVELOPMENT AUTHORITY	REGULAR	03/30/2026	12,500.00	
181324	WCFSB	WOOD COUNTY FIRE SERVICE BOARD	REGULAR	03/30/2026	225.00	
181325	WCFSB	WOOD COUNTY FIRE SERVICE BOARD	REGULAR	03/31/2026	99.62	
GENERAL FUND Bank Id 101 Totals					191,431.20	


 James E. Blumberg


Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
6116	CHILD	CHILD SUPPORT ENF DIV	REGULAR	03/31/2026	659.83	
6117	EMPOWER	EMPOWER RETIREMENT	REGULAR	03/31/2026	115.00	
6118	IRS-PAY	DEPARTMENT OF TREASURY	REGULAR	03/31/2026	107,035.30	
6119	NRS	NATIONWIDE RETIREMENT SOLUTIONS	REGULAR	03/31/2026	2,194.00	
6120	OH ST TX	TREASURER OF STATE OF OHIO	REGULAR	03/31/2026	1,841.43	
6121	WV ST TX	WV STATE TAX COMM-INCOME	REGULAR	03/31/2026	26,473.96	
181296	COPFEE	CITY OF PARKERSBURG	REGULAR	03/31/2026	5,831.92	
181297	AMERICAN	AFLAC	REGULAR	03/31/2026	41.54	
181298	WASHINGTONH	WASHINGTON NATIONAL INSURANCE CO.	REGULAR	03/31/2026	613.30	
181299	WESTERNSO	WESTERN & SOUTHERN LIFE	REGULAR	03/31/2026	30.80	
181300	10-42	10-42 TACTICAL	REGULAR	03/30/2026	1,132.96	
181301	AAP	ADVANCE AUTO PARTS	REGULAR	03/30/2026	526.81	
181302	ARC	THE ARC OF THE MID-OHIO VALLEY	REGULAR	03/30/2026	2,500.00	
181303	BENCHMARK	BENCHMARK PROFESSIONAL SEMINARS. INC.	REGULAR	03/30/2026	295.00	
181304	CHAMBER	CHAMBER OF COMMERCE OF THE MID-OHIO VALLEY	REGULAR	03/30/2026	125.00	
181305	CULLIGANQUEN	CULLIGAN QUENCH	REGULAR	03/30/2026	129.00	
181306	CWS	CWS	REGULAR	03/30/2026	132.01	
181307	DISH	DISH NETWORK	REGULAR	03/30/2026	151.92	
181308	FUEL MASTER	FUEL MASTER	REGULAR	03/30/2026	1,375.00	
181309	GLACIER	GLACIER MOUNTAIN BOTTLED WATER	REGULAR	03/30/2026	22.25	
181310	INSIGHT	INSIGHT PUBLIC SECTOR INC	REGULAR	03/30/2026	3,039.78	
181311	JOHNSTONE	JOHNSTONE SUPPLY	REGULAR	03/30/2026	82.44	
181312	LITTLE K	LKRCD	REGULAR	03/30/2026	2,000.00	
181313	MARIETTAOFFIC	MARIETTA OFFICE SUPPLY	REGULAR	03/30/2026	868.07	
181314	MINERAL	MINERAL WELLS PUBLIC SERVICE DISTRICT	REGULAR	03/30/2026	143.62	

Check Register Report for Wood County Commission

Check No	Vendor Id	Vendor Name	Type	Check Date	Check Amount	Rec
12	HOUSETOHOME	HOUSE TO HOME	REGULAR	03/30/2026	15,000.00	
OPIOID SETTLEMENT Bank Id 040 Totals					15,000.00	

James E. Colombo
JEC